

**St Joseph's Specialist Trust**

## **SEN Teaching Assistant**

**Earn up to £27,981 FTE (36 hours over 52 weeks) as a  
Teaching Assistant at St Joseph's Specialist Trust**

*dependent on qualifications and experience\**



### ***Make a Difference Every Day***

Do you want to change lives while building a rewarding and meaningful career?

We are looking for compassionate and dedicated Teaching Assistants to join our growing education team at St Joseph's Specialist Trust. As student numbers increase, we're expanding – and this is your chance to be part of a truly special community.

A Teaching Assistant role at St Joseph's is very different from a mainstream TA position. You'll be working with students aged 5-19 who have severe social communication difficulties, complex learning disabilities and often challenging behaviours. You'll help them access therapy-based education, develop essential life skills and achieve the highest level of independence possible – preparing them for life beyond school or college.

### ***What the Role Involves***

- Small classes of 8-13 students, grouped by ability and social needs rather than age.
- Support with core subjects (literacy, numeracy, PSHE) and daily living skills.
- Helping students communicate using Makaton, signs, symbols or communication aids through a multi-sensory approach.
- Providing guidance when students feel anxious, emotional or frustrated and supporting them to manage their feelings and behaviour.
- Working as part of a skilled, dedicated and supportive team with comprehensive training and mentoring.

Some students require personal care, for which full training will be provided.

### ***Training and Development***

At St Joseph's, learning never stops.

All our TAs take part in a twice-weekly training programme combining theory and practical sessions. This leads to a Teaching Assistant apprenticeship qualification, fully funded by the Trust and approved by the CPD Standards Office.

Before you start, you'll complete Team Teach Positive Behaviour Support Training as part of your induction. Ongoing refresher training and support from on-site tutors will help you grow your confidence and skills throughout your career here.

### ***What You'll Bring***

You don't need previous experience to apply – we'll provide all the training you need. What matters most is your empathy, compassion and resilience, along with a 'can do' attitude.

You'll also need:

- Literacy and numeracy skills to support student learning and complete essential records and forms.
- Common sense to work safely and effectively as part of a team.
- Strong communication skills with children, families and professionals.
- Patience and calm under pressure when supporting young people who display complex or challenging behaviours.
- A sufficient level of mental, physical and emotional resilience to meet the demands of the role.

You must also be prepared to provide personal care for students who require assistance to stay clean and comfortable.

### **Working Hours**

36 hours per week:

- Monday: 8:30 - 16:00
- Tuesday - Thursday: 8:30 - 16:15
- Friday: 8:30 - 15:45
- 30 minutes admin time per week

We cannot accommodate reduced daily hours, but we can consider part-time work (3+ days per week) – please contact us to discuss.

### **Salary and Progression**

*Teaching Assistant salary (pro rata for term time, 39 weeks + CPD days):*

- £20,224 - £21,032 (£23,580 - £24,521 FTE)
- Rising to £21,851 - £23,999 (£25,476 - £27,981 FTE) for Senior Teaching Assistant after completing the apprenticeship (funded by us) and two years with the Trust.

You can also progress to Higher Level Teaching Assistant (HLTA) roles:

- Unqualified HLTA: £23,999 (£27,981 FTE)
- Qualified HLTA: £27,715 (£32,313 FTE)

All salaries include the 2025 cost-of-living increase (effective April 1<sup>st</sup>, 2025).

### **Why Join St Joseph's?**

We offer a supportive, inclusive and rewarding workplace with a clear focus on your wellbeing and growth.

Our benefits include:

- Fully funded, nationally accredited TA qualification (2 years)
- £1,000 retention bonus (£250 after 1 month, £3250 after 1 year, £500 after 18 months)
- Life Assurance and Medical Cash Plan (after qualifying period)
- Annual Team Teach refresher training and ongoing inclusion support.
- Personalised CPD, regular 1:1 line management and online appraisals
- Free hot lunch during term-time and free on-site parking
- Employee Assistance Service – 24/7 confidential wellbeing and counselling support for you and your family
- Access to Mental Health First Aiders and Occupational Health support
- Work on a beautiful 23-acre site in a semi-rural setting on the edge of the Surrey Hills (own transport desirable).

### **How to Apply**

We accept CVs for an initial review, but in line with safer recruitment guidelines, a fully completed application form must be submitted for interview consideration. For an application pack (including form, job profile and person specification), please visit [Staff Vacancies](#) or email [recruitment@st-josephscraneleigh.surrey.sch.uk](mailto:recruitment@st-josephscraneleigh.surrey.sch.uk)

An electronic application form is available on the recruitment page of our website. Recruitment is ongoing and interviews will be arranged for suitable shortlisted candidates as applications are received. Please note: we are not accepting applications from candidates requiring sponsorship or graduate visa conversion.

### **Safeguarding**

St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people. This position requires an enhanced DBS check and reference checks.

We are proud to be an equal opportunities employer.