



North Worcester
Primary Academy

Pastoral and Inclusion
Assistant

Application Pack

An extraordinary education for every pupil



Welcome

North Worcester Primary Academy and pre-school is an impressive free school which is part of the highly regarded Rivers C of E Academy Trust, specialists in early years and primary provision.

We have high expectations of teaching and learning whilst also being mindful that our parents want more than just academic achievement. We offer an exciting and varied curriculum designed to challenge all abilities and give our pupils the right tools to prepare them for the next stage of their life.

We offer a large, vibrant learning space with extensive grounds including two forest schools and a large playground with an all-weather astro sports field, alongside state-of-the-art facilities.

Overview

North Worcester Primary Academy is situated within walking and cycling distance of Perdiswell, Northwick, Claines and Fernhill Heath.

We currently have over 420 pupils from age 3 years in our pre-school, up to Year 6. We are a new school and in our final year of our 'growth' phase, welcoming our first Year 6 in September 2026.


Ethos

Since opening in 2019, we have developed an excellent learning environment. Our enthusiastic staff work hard to create a safe and inclusive school where children feel happy and are excited to learn.

Performance

Our latest Ofsted judgment: Good in all areas (February 2024)

We are proud that our staff enjoy working at North Worcester Primary and this was acknowledged by Ofsted: "Staff are overwhelmingly positive about working at North Worcester Primary. They feel supported and valued."

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About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create **'an extraordinary education for every pupil'**.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



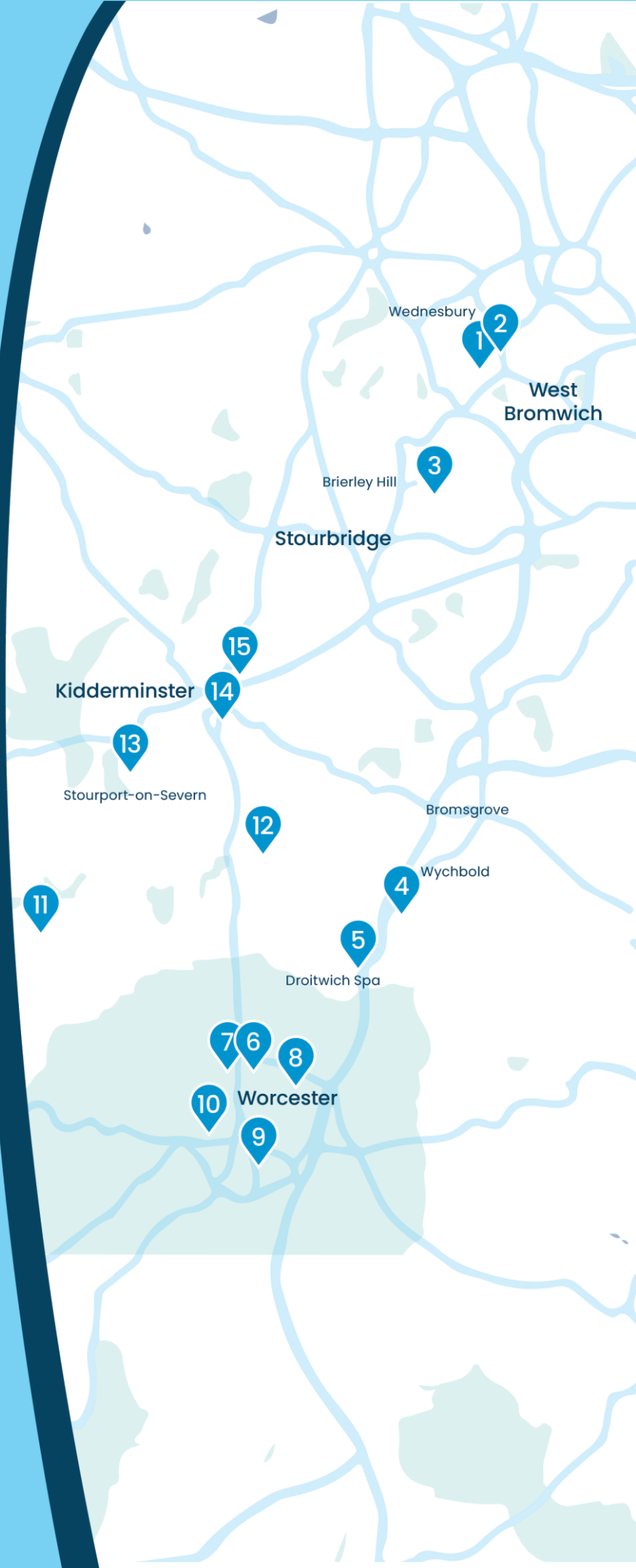
Respect



Safety

Our Schools

- 1 Summerhill Primary Academy Summerhill's Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary School
- 4 Wychbold First and Nursery School
- 5 St Peter's Droitwich CofE Academy
- 6 North Worcester Primary Academy
- 7 Northwick Manor Primary School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary School
- 10 St Clement's CofE Primary School and Pre-School
- 11 Great Witley CE Primary School
- 12 Cutnall Green CofE Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary School
- 15 Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk




About the Role

Job Title:	Pastoral and Inclusion Assistant
Salary:	TA3 (Scale 7 – 17) FTE £25,583 – £30,060, Actual pro rata £20,787–£24,426. Pay review pending.
Contract Type:	Permanent (Term time plus TED days), 30 hours a week.
Reporting To:	The Headteacher
Start Date	ASAP
About:	We are seeking a dedicated and experienced professional to join our team at NWPA in the newly created Inclusion Assistant role . The successful candidate will work closely with the Senior Leadership Team to provide comprehensive pastoral and SEND support to pupils and their families. This role is pivotal in ensuring the well-being and academic success of our students, particularly those with additional needs. This role will directly support the Inclusion lead/SENDCo in delivering the Inclusion Strategy.

Job Description

Key Responsibilities:

- **Collaboration:** Work collaboratively with senior leaders, teachers, and external agencies to coordinate support for vulnerable pupils and families.
 - **Family engagement:** Build strong, trusting relationships with families to support their engagement in their child's education and well-being, including meeting and greeting families in the morning and during collection time.
 - **Record keeping:** Maintain accurate and confidential records of all interactions and support provided. Supporting the school with administrative tasks connected to SEND and Pastoral provision.
 - **Support plans:** Assist in the development and implementation of individualised pastoral support plans for pupils with additional needs.
 - **Emotional support:** Provide one-on-one and group support to pupils to help them manage their emotions and behaviours effectively. Provide immediate support and intervention in cases of family crisis or emergency.
 - **Coordinate support:** Support the SENCo in training TAs and supporting and monitoring the effectiveness of provision across the school.
 - **Workshops and training:** Organise and deliver workshops and training sessions for parents and carers on various topics, including parenting skills, mental health and educational support.
 - **Advocacy:** Advocate for the needs of pupils and families within the school and with external agencies.
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Person Specification

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• GCSE or equivalent level, including at least a Grade C in English and maths.• Qualification or recent relevant experience in areas such as mental health, Safeguarding, or Special Educational Needs.	<ul style="list-style-type: none">• Recognised qualification in education, SEND, social work or pastoral care, e.g. HLTA• Team Teach or equivalent trained.
Skills and knowledge	<ul style="list-style-type: none">• Effective written and verbal communication skills.• Knowledge of the barriers to learning that pupils may face.• Able to create good relationships with children, staff, parents and external agencies.• Experience in helping the most vulnerable pupils	<ul style="list-style-type: none">• Able to use IT systems and to conduct analysis and produce reports.• Knowledge of available support services in the local area.• Creating and adapting interventions to individual pupils and their needs.
Personal qualities	<ul style="list-style-type: none">• Organised, good time management, proactive and self-motivated.• Patient and calm, able to work under pressure and prioritise effectively.• Ability to provide the best possible opportunities for all pupils.• Upholds and promotes the ethos and values of the school• Maintains confidentiality at all times.• Committed to safeguarding, equality, diversity and inclusion.	

How to Apply

Application forms are available to download here: [North Worcester Primary Academy - Vacancies](#)

Please email completed application forms to northworcesterprimary@riverscofe.co.uk by 6th February, 12 noon.

Interviews will be on 12th February.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.

Get in Touch

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W: [North Worcester Primary Academy – Home](#)

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