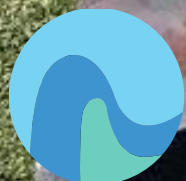




# Application Pack

Higher Level Teaching Assistant - TA4

An extraordinary education for every pupil



**The Rivers**  
C.of E. Academy Trust

# Welcome

Our school is committed to serving the needs of our families and the community. We have a friendly and dedicated staff team who strive to ensure the best possible outcomes for all our learners. We are very proud of the talented and hard-working staff who are committed to achieving high standards; whilst providing a caring and nurturing environment.

We strive to encourage initiative within a happy, healthy and safe environment where all achievement is valued and celebrated. We deliver a broad, balanced, and enriching curriculum that promotes challenge and creativity, enabling all pupils to make a positive contribution towards their own and others' learning experience.

## Overview

### School overview

Cherry Orchard is a large primary school and dedicated pre-school, located in the heart of Worcester City. It has almost 600 pupils, aged between 3 and 11 years, and 88 members of staff.

Established on this site in 1985 (from its original 1883 site just down the road), the school joined The Rivers CofE Academy Trust in 2021.

### Ethos

At Cherry Orchard, we believe that every child is capable, and every child should be included. We pride ourselves that our strong, varied curriculum combined with a carefully planned range of experiences delivers an extraordinary education for every child, preparing them for the next phase and their extraordinary futures in our ever-changing world.

### Performance

After our latest Ofsted in February 2024, the school was judged as Good with Outstanding Behaviours and Attitudes.

### Review score

96% of parents would recommend our school to another parent.

100% of staff would recommend our school to other adults.

'We are amazed at what she has learnt in one half term alone and couldn't be happier with the start of her schooling. Teachers are approachable, friendly and extremely kind and caring.'

'Every interaction with support staff and teachers has been really positive. You have all created a kind, supportive and safe environment for the children to learn.'

'All the teachers are very friendly and polite, making us feel very welcome.'

# 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/](http://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/](http://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:** Higher Level Teaching Assistant (TA4)
- Salary:** TA4 SCP 19 – 22. Full-time salary range £33,119 – £34,811 pa, reduced proportionately to reflect part-time working. Hourly rate £17.17 – £18.04. Pro-rata salary £18,453 – £19,396
- Contract Type:** Permanent, term-time plus TEDs. 24 hours per week. Monday – Thursday, 8.30 – 3.30pm
- Start Date:** 1<sup>st</sup> September 2026
- Reporting To:** Senior Leadership Team
- Location:** Cherry Orchard Primary School, Worcester
- About:** We have an exciting opportunity to recruit a highly skilled Teaching Assistant to join our team at Cherry Orchard Primary School. The successful candidate will support the teaching team, to provide whole class cover during the absence of class teachers e.g. during their PPA, leadership release time, or due to illness.

Applications can only be made using the Rivers Support Staff Application Form, which can be found on our website [www.cherryorchard-pri.worcs.sch.uk](http://www.cherryorchard-pri.worcs.sch.uk)

# Job Description

**Key Purpose:** to teach whole classes in the absence of class teachers e.g. during their PPA, leadership release time, or absence due to illness.

This role will complement the professional work of teachers by taking responsibility for agreed learning activities, this will involve planning, preparing and delivering learning activities for whole classes. It will also involve monitoring pupils and assessing, recording and reporting on pupil achievement, progress and development. The role will also involve responsibility for the management and development of a specialist area within the school and where required, the management of other support staff.

## **Main Activities:**

- To teach whole classes across the school during the absence of teachers e.g. during their PPA, leadership release time, or absence due to illness.
- To be responsible for, or support an aspect of, the school curriculum.
- Where relevant attend teaching staff briefings and disseminate relevant information to other staff as appropriate.
- Responsible for organising meetings/briefings as required to lead/support an area of specialism across the school.

## **Supporting the pupils**

- To assist pupils in making progress across all subject areas.
- Assist in offsite visits.
- Aid pupils with special needs to access all subjects of the national curriculum and encourage their independence as learners.
- Motivate and encourage pupils to behave well in and around school.
- Acquaint themselves with the SEND processes and support materials available in and around the school for individual pupil or group use.
- Develop a supportive and trusting relationship with other adults and children across the school.
- Promote and reinforce pupil self-esteem through praise and encouragement.
- Be sensitive to the general welfare and care of all pupils within the school, drawing areas of concern to the attention of senior staff.
- Meet the physical and/ or hygiene needs of pupils.
- Where required to support children at break and lunch times.

# Job Description cont...

## Supporting the school

- Contributes to the planned teaching and learning activities.
- Record pupil progress to inform future planning for coverage of the National Curriculum.
- Liaise with the teaching staff team to evaluate pupil outcomes and help plan for future learning.
- Ensure a safe environment is maintained within the classroom/ school for all pupils.
- Attend training when appropriate and after consultation with the senior leadership team.
- Be aware of and support all the school policies.
- Be aware of the school safety procedures e.g. fire drill/ health and safety policy.
- Treat as confidential all information on individual pupils and refer parents to the class teacher in the first instance should any questions about individuals be asked.
- Foster positive links between home and school.
- Perform any reasonable duties as requested by the leadership team.

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy and Code of Conduct.

# Person Specification

## Qualifications and Experience:

Essential	Desirable
<ul style="list-style-type: none"><li>• Experience of working in a primary school setting</li><li>• Ability to deliver and plan lessons effectively</li><li>• An understanding of the strategies used to raise attainment</li><li>• Has an understanding of how schools use pupil data, to improve progress and outcomes</li></ul>	<ul style="list-style-type: none"><li>• Relevant experience of planning and teaching for a whole class in a school setting</li><li>• Experience of leading an area of interest across the school</li><li>• Experience of leading and developing other staff</li><li>• Experience of working with parents to achieve positive outcomes</li></ul>

## Skills and Knowledge:

Essential	Desirable
<ul style="list-style-type: none"><li>• Good understanding of the National Curriculum</li><li>• Can use classroom technology e.g. interactive whiteboards, I-pads and laptops</li><li>• Ability to use own initiative and to work independently</li><li>• Understands the importance of Safeguarding issues and a willingness to undertake training</li><li>• Positive engagement with the performance management process</li></ul>	<ul style="list-style-type: none"><li>• Safeguarding training undertaken</li><li>• Offsite visit leader trained</li><li>• First Aid trained</li><li>• Team Teach trained</li></ul>

# Person Specification cont...

## Personal Qualities:

### Essential

- Energetic and has a can-do attitude
- Excellent organisational skills
- The ability to demonstrate sensitivity and good humour
- Can listen, reflect and communicate effectively

### Desirable

- Ability to work well in a team
- Has strong career aspirations
- Has the ability to relate positively to pupils, parents and other stakeholders

# How to Apply

Application forms are available to download here: [Cherry Orchard Primary School - Current Vacancies](#)

Please email completed application forms to [office-co@riverscofe.co.uk](mailto:office-co@riverscofe.co.uk) by 9am on Monday 6<sup>th</sup> July 2026.

Shortlisted applicants will be notified by the end of the day on 7<sup>th</sup> July. Interviews will be held on Monday 13<sup>th</sup> July 2026.

Visits are encouraged, if you would like to visit the school, please contact the school office on 01905 352787 or [office-co@riverscofe.co.uk](mailto:office-co@riverscofe.co.uk)

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.



**The Rivers**  
C.of E. Academy Trust

# Get in Touch

## **Cherry Orchard Primary School**

Timberdine Close

Worcester

WR5 2DD

T: 01905 352787

E: [office-co@riverscofe.co.uk](mailto:office-co@riverscofe.co.uk)

W: <https://www.cherryorchard-pri.worcs.sch.uk/>

## **The Rivers C of E Academy Trust**

School Lane, Cutnall Green, Droitwich, WR9 0PH

T: 01299 851178

E: [info@riverscofe.co.uk](mailto:info@riverscofe.co.uk)

W: [www.riverscofe.co.uk/](http://www.riverscofe.co.uk/)