



# BEESTON HALL SCHOOL

## PERSON SPECIFICATION FOR ROLE AS 1 TO 1 TEACHING ASSISTANT

You will have a very important role to play during your time at Beeston, seeing to the needs of a specific child to ensure access to the curriculum as much as possible. Your main role will be that of supporting this child which may be in any of the following contexts:

- ❖ Helping in games, Forest School and PE
- ❖ Helping in the transition times between all activities
- ❖ Helping the child include themselves in events around drama, music, I.C.T. and art.
- ❖ Enabling child to participate in the curriculum
- ❖ Hearing specific child read during normal English lessons
- ❖ Supervisory duties in the Pre-Prep
- ❖ Occasional administrative duties to help staff, i.e. photocopying

We have high standards and colleagues work hard. However, we have a close and dedicated Common Room staff, where mutual pride and support run strongly. The dress code for all non-sports staff is formal but clothes should be comfortable, clean and tidy. There may be situations which demand sports clothing.

	Essential	Desirable
<b>Qualifications and Experience</b> <ul style="list-style-type: none"><li>• Tertiary education qualification</li><li>• Previous experience of an educational setting for EYFS children</li><li>• Working with children</li></ul>	X	X X
<b>Skills/Knowledge/Expertise</b> <ul style="list-style-type: none"><li>• Good communication skills</li><li>• Good organisational and IT skills</li><li>• Emotional intelligence especially in relation to staff, pupils and parents</li><li>• Ability to adapt to changing situations</li></ul>	X X X	X
<b>Personal qualities</b> <ul style="list-style-type: none"><li>• A 'team' player with ability to work flexibly as part of a diverse team</li><li>• Positive, enthusiastic and energetic with a sense of humour</li><li>• Approachable, open and honest</li><li>• Dedicated, conscientious and hard working</li></ul>	X X X X	

Fred de Falbe  
Headmaster

October 2024

## **About the School:**

Beeston Hall School aims to provide boys and girls aged 4 – 13 with the best possible education. The School is set in 30 acres on the beautiful North Norfolk coast, just six minutes' walk from the sea and surrounded by 700 acres of National Trust land. There are excellent modern educational facilities, a library, a music school with 9 practice rooms, a dedicated art school, ICT suite, an indoor shooting range, sports hall, an outdoor swimming pool, full size astroturf, floodlit all-weather area and extensive playing fields. The school has 172 pupils this term, of whom 35 are currently boarders. All pupils are encouraged to take part in a wide and exciting range of extra-curricular activities such as shooting, cooking, drama, surfing, chess, sailing, ballet, roller-blading, coding and many more.

We have a clear programme for induction and training for all new members of staff. You will find a copy of our Safeguarding policy and procedures online, alongside many other features of the school. We have just published an extremely favourable ISI inspection report, from June 2024.

Salary is subject to experience and negotiation, though will be alongside current rates for teaching assistants (between £13.00 / hour and £15.00 per hour). . Benefits: meals whilst at work. There may be scope for career development and training; the school would meet the cost, subject to agreement.

Full details of the post and an Application Form can be downloaded from our website: [www.beestonhall.co.uk](http://www.beestonhall.co.uk).

Closing date for applications: **Wednesday 6<sup>th</sup> November 2024**; Interviews held **w/c Monday 11<sup>th</sup> November 2024**.

For further information please contact Mrs Viv Farnell: Beeston Hall School, West Runton, Cromer, Norfolk NR27 9NQ. Tel: 01263 837324. E-mail: [vfarnell@beestonhallpst.org](mailto:vfarnell@beestonhallpst.org)

*Beeston Hall is part of the Prep Schools Trust, Cothill House, Abingdon, OX13 6JL. Registered Company No. 961616. Registered Charity No. 309639 and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The successful applicant will be subject to an Enhanced Disclosure via the Disclosure and Barring Service. Beeston Hall is an equal opportunities employer and accepts applications from all sections of the community.*