

	Belvidere School Belvidere Lane Shrewsbury Shropshire SY2 5RJ Telephone 01743 235073	
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Job Title: Teaching Assistant (level 3)
Hours: 37 hours per week
Grade and SCP: Grade 6 (SCP 8 to 11)
Hourly rate: £13.90 to £14.59
Salary range: £26,824 to £28,142 (pro rata to hours worked)
Contract Type: Permanent, term time only
Workplace: Belvidere School, Belvidere Lane, Shrewsbury, SY2 5RJ
Start date: As soon as possible

TrustEd Schools is a Shropshire multi-academy trust, comprising a family of local schools, including 5 secondary and 4 primary schools. We are a dynamic and forward-thinking trust committed to fostering a positive, supportive, and aspirational environment for our students to thrive.

Main outline of the job

We wish to appoint a Level 3 Teaching Assistants to join our Learning Support Department as soon as possible. The successful candidate will join a successful and positive Learning Support Department which links and works collaboratively with the Pastoral Team to provide the highest level of support for each student.

Working under the guidance of the teaching staff and nominated teaching assistants and within an agreed system of supervision, to support access to learning for pupils and to assist the teacher in the management of pupils and the classroom, including support for individual Education Health Care Plans (EHCP's). This could include those requiring detailed and specialist knowledge in particular areas, and those who need help to overcome barriers to learning. Work with pupils will be carried out in or out of the classroom.

We are seeking a Teaching Assistant who can demonstrate sensitivity, patience, and skill in supporting pupils with physical disabilities. The successful candidate will be able to adapt activities to ensure accessibility, provide practical assistance with mobility and equipment, and promote independence wherever possible.

Main Duties and Responsibilities upon appointment

- Attend to pupils' personal needs and assist with the development and implementation of Individual Education/Behaviour/Support/Mentoring Plans and Personal Care Programmes/strategies.
- Supervise and support pupils, including those with special needs and those excluded from, or otherwise not working to, a normal timetable, ensuring their safety and access to learning.
- Work with teachers in lesson planning, evaluating, and adjusting lessons/work plans as appropriate.

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of and comply with safeguarding responsibilities as outlined in the school's Staff Code of Conduct and related policies and procedures.
- Be aware of and comply with data protection responsibilities as outlined in the school's Staff Code of Conduct and related policies and procedures.

Further information can be found in the Job Description.

We are committed to supporting work-life balance and welcome discussions about flexible working hours. If you would like to explore how this role could work flexibly for you, please feel free to discuss this during the application process.

We welcome informal visits to the school or a conversation about the role. Please contact Tom Ward, Assistant Head - SENCO on 01743 235073 to arrange a visit or discuss the position

Application process

If you have the drive, commitment, and values to complement our team, we encourage you to apply. Full details of the role and application process are available on the school website at [Belvidere School - Vacancies](#) **Please note CVs will not be accepted.**

- **Closing date: 9am on Thursday 6th November 2025.** Early applications are encouraged as we may begin interviews before the closing date.
- **Interview date:** To be confirmed. An email will be sent, or telephone call will be made to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the closing date, please assume your application has been unsuccessful.
- **How to apply:** Completed application forms should be returned by email to recruitment@belvidereschool.co.uk by the closing date.
- **Pre-employment checks:** The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure under the "Rehabilitation of Offenders Act 1974". Further details regarding this check are available by visiting www.dbs.gov.uk.

This Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. An online search will be undertaken as part of due diligence checks during the shortlisting process.

We are an equal opportunities employer and are committed to diversity and gender equality in our hiring practices.