

# Teaching Assistant & Breakfast Club team member St. Kenelm's C of E Primary School, Minster Lovell

Closing date: Wednesday 4<sup>th</sup> February 2026 at 12 noon

Start date: Monday 23<sup>rd</sup> February 2026 or as soon as possible after this date

Interview date: Friday 6<sup>th</sup> February

Contract/Hours: Fixed term for one year initially/ 35 hours 50 minutes per week, term time only (with the possibility of becoming permanent)

Salary type: Support

Salary details: Grade 5, (£13.69 per hour)

Hours of work: 7.35am – 3.30pm

## Join Our Team

Are you looking to make a real difference in a nurturing school environment? St Kenelm's Primary School is seeking a dedicated Teaching Assistant to support our pupils and support our Breakfast Club provision. This is a unique opportunity to contribute to a vibrant village school where every child is valued and staff are truly part of the community.

## About St Kenelm's Primary

St Kenelm's Primary is a small Church of England school at the heart of our village, renowned for its welcoming atmosphere and strong community spirit. Rated 'Good' by Ofsted, we pride ourselves on our inclusive ethos, high standards, and commitment to supporting every child's development. Our team works closely together to create a safe, stimulating, and happy environment where children thrive both academically and personally.

## The Role

As a Teaching Assistant and Breakfast Club team member, you will play a key role in supporting our youngest learners and ensuring a positive start to each school day. You will work closely with class teachers and provide targeted support to help pupils reach their full potential.

### **Key Responsibilities:**

- Support children in the Early Years Foundation Stage, helping them settle, learn, and grow in a caring environment
- Provide one-to-one assistance and deliver small group interventions to ensure every child receives the attention they need
- Contribute to effective classroom management and help maintain a calm, purposeful learning atmosphere
- Prepare engaging resources and set up activities that inspire curiosity and participation
- Keep learning spaces tidy and safe, promoting a positive and organised environment
- Communicate regularly with the class teacher, sharing observations and contributing to pupil progress
- Supervise Breakfast Club activities, creating a welcoming and supportive start to the day

## The Person

We welcome applications from individuals who are passionate about supporting children's learning and wellbeing. Whether you are an experienced Teaching Assistant or looking to develop your career in education, we value your commitment and enthusiasm.

### We're Looking For:

- A genuine passion for working with young children and supporting their early development
- Patience, kindness, and empathy in all interactions with pupils and colleagues
- Strong organisational skills and the ability to manage time and tasks efficiently
- Excellent communication skills, both with children and adults
- A collaborative approach and willingness to be an active member of our team
- Experience of working with Key Stage 1 pupils and a good understanding of phonics
- A commitment to safeguarding and promoting the welfare of children

## What We Offer

At St Kenelm's Primary, we believe in supporting our staff as much as our pupils. You will join a dedicated team in a school where everyone's contribution is valued.

### Benefits of Joining Our Team:

- Pupils who demonstrate consistently good behaviour, enabling a calm, positive learning environment
- A strong, supportive team where collaboration and mutual respect are central
- A happy, welcoming workplace where staff wellbeing is a priority
- Access to ongoing training and professional development opportunities

## How to Apply

Interested candidates should submit their application before the closing date of 4th February 2026 at 12 noon. For further information, or to arrange an informal visit, please contact the school directly on 01993 775394 or email: [office.3125@st-kenelms.oxon.sch.uk](mailto:office.3125@st-kenelms.oxon.sch.uk)

We strongly encourage you to come and visit our lovely school.

### Safer Recruitment

Oxfordshire Schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post involves the type of work with children and young people that requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All users are considered confidentially and according to the nature of the role and information disclosed.

In line with the most recent KCSiE, we will also carry out an online search as part of our due diligence on any shortlisted candidates.