St. Francis CE Primary School

Together in God's Love we Care, Trust and Respect

Teaching Assistant

Thank you for your interest in joining St Francis CE Primary School. We hope that this pack provides you with all the information you need, but please don't hesitate to contact Dawn Harrison or Zoe Morgan, Co-Headteachers, via adminoffice@st-francis-pri.hants.sch.uk with any questions you may have about the school or role.

Key Recruitment Information

- Application Closing Date: 3rd December 2026- midday
- Interview Date(s): tbc
- Start Date: January 2027
- Contract: 5 hours per week, fixed term to August 2027
- Working pattern: 8.50-9.50, Monday- Friday
- Salary: Hampshire grade B- starts at £13.28 per hour
- Location of Role: St Francis CE Primary School, Valley Park, Chandlers Ford

Job/Person Summary

We are looking for Teaching Assistants to support class teachers in the daily delivery of phonics teaching.

The role involves taking a group of children for their daily phonics lesson, following our phonics scheme (Read, Write, Inc). Postholders will be responsible for delivering the day's phonics, managing the behaviour of the group and feeding back any issues to the class teacher.

Successful candidates may also be asked to support with interventions on days where there is not phonics teaching.

Experience as a teacher, trainer or group leader would be advantageous but is not required.



The successful candidate will be:

- a caring and dedicated professional
- someone who enjoys working with children
- confident leading group learning and managing children's behaviour
- a good team player
- committed to high standards in learning and behaviour
- resourceful and able to show initiative
- highly efficient and organised and able to act on their own initiative as well as take direction from others
- an effective communicator and a good listener
- able to motivate and challenge pupils to achieve their best

If you are:

- keen to work in a highly successful school and committed to be part of a very supportive staff team
- friendly, flexible and eager to develop personally and professionally
- dedicated, hardworking and enthusiastic, with a good understanding of your own work life balance

Then we can offer:

- children who are motivated, keen to learn and proud of their school and achievements
- supportive, friendly and committed colleagues who will welcome you to our team
- commitment to your professional development and CPD opportunities within the school and local authority
- a resource rich school and learning environment both inside and out
- support and encouragement to maintain a healthy work/life balance and good wellbeing.

Please see the attached job description and person specification for more details.

Working pattern

Monday- Friday, 8.50am - 9.50am

Due to the school's timetable, there is no scope to change the working hours advertised.

We would consider applicants on a job share basis. Candidates would need to work at least 2 days per week.

About St Francis CE Primary School

Our vision is a community characterised by a deep passion and belief for everyone to thrive, rooted in our Christian ethos of belonging. Through sharing in God's love, we enable all to grow, learn and flourish as individuals, becoming role models for our Christian values within our community and equipping us to follow and lead in the light of God through our journey within and beyond our school to enrich ours, and others' lives.



Our School Charter

1. Always try your best
2. Be caring, kind and helpful to others
3. Look after everything at school
4. Show good manners
5. Stay safe
6. Tell an adult if you're unhappy

Our School Values

Our whole school Christian values are important to us and weave throughout our daily lives, in play and learning: ***Together in God's love we care, trust and respect.***

St Francis CE Primary School Charter

It is our aim that St Francis CE Primary School provides a warm, caring environment for all children to become successful learners. We therefore expect high standards of behaviour to be maintained by all. Underpinning this expectation is our School Charter setting out the rules, which direct the way everyone conducts themselves at St Francis School.

Our Curriculum

At St Francis all staff work hard to ensure that children are encouraged, supported and challenged to ensure that they can reach their full potential, without any ceiling placed on them, academically but also socially, morally and spiritually.



Through our curriculum we aim to:

Inspire all learners through a broad curriculum rooted in our Christian values, strong SMSC culture and the National Curriculum, that offers a wide variety of engaging and dynamic opportunities, experiences, hooks and rich texts, and motivates children to want to learn more.

Help children to live well together through promoting tolerance and respect throughout all areas of daily school life, ensuring difference is valued and nurtured, to enable all within our community to live well together, both in school and with those in our wider communities.

Enable everyone to improve themselves through committing appropriate support and challenge to enable all children to reach high standards of literacy and numeracy skills, that they transfer across a variety of subjects, contexts and their curriculum, through effective and high-quality teaching. To ensure our curriculum is planned carefully to build upon pupils' prior learning and experiences so all future learning is purposeful and relevant. Above all of this, it is fundamental to our St Francis curriculum that there is an explicit focus on being well, physically, emotionally, socially and spiritually.

Secure the future for each individual by nurturing and developing effective learning habits for all our pupils to grow to be well-rounded, successful role models within our school and beyond. To provide challenge and learning opportunities to prepare our children to become responsible, confident and resilient learners, but also citizens, who look after our natural world, achieve economic well-being and innovate for the future.



How to Apply

To apply for this role, please submit an application form, available from our website, by midday on the closing date. Applications should be emailed to adminoffice@st-francis-pri.hants.sch.uk.

St Francis CE Primary and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to DBS checks along with other relevant employment checks.