



JOB DESCRIPTION



Job Title:	Level 3 Teaching Assistant Apprentice (PE Specialism)
Responsible to:	Head Teacher, Senior Leadership Team
Place of Work:	Your normal place of work will be Stephenson Way Academy and Nursery School.
Hours:	32.5 hrs, 8:30 a.m. - 3:30 p.m., Monday to Friday each week. (Term- time)
Grade:	NMW for Apprenticeships. The current National Minimum Wage (NMW) April 26 rate for apprentices is £8.00 per hour. This applies to apprentices aged 16-18 and those aged over 19 in the first year of their Apprenticeship. For all other apprentices the National Minimum wage appropriate to their age applies. The Minimum Wage for Apprentices applies to time spent on the job plus time spent training.
Job Summary	
<p>As a Teaching Assistant with PE Apprentice, you will undertake a Level 3 Teaching Assistant Apprenticeship whilst developing specialist skills in Physical Education, school sport and physical activity.</p> <p>The postholder will support teaching and learning across the school, working with individual pupils, small groups and whole classes, including pupils with SEND and additional needs. The role will also include supporting the delivery of PE lessons, active lunchtimes and playtimes, extra-curricular clubs and inter-school sporting events.</p> <p>The apprentice will demonstrate a commitment to completing all apprenticeship requirements, including 20% off-the-job training, whilst supporting the school's vision that every child is known, valued and championed.</p> <p>We are looking for someone who believes every child can succeed and is committed to ensuring that every child is known, valued and championed</p>	
Duties and Responsibilities	
<p>Main purposes of the job</p> <ul style="list-style-type: none"> • To support the delivery of high-quality PE lessons and physical activity opportunities. • To contribute to active and positive playtimes and lunchtimes. • To support the organisation and delivery of extra-curricular clubs, competitions and sporting events. • To support teaching and learning across EYFS, KS1 and KS2. • To work under the guidance of teachers to support pupils' academic, social and emotional development. • To support pupils with SEND and additional needs to access learning successfully. • To promote inclusion and ensure all pupils can participate fully in school life. • To promote healthy lifestyles, wellbeing and positive participation. • To contribute to the safeguarding and welfare of all pupils. <p>Main responsibilities and tasks</p> <p>Support for pupils</p> <ol style="list-style-type: none"> 1. Build positive and professional relationships with pupils, acting as an excellent role model. 2. Support pupils individually, in small groups and within whole-class learning. 3. Support pupils with SEND, additional needs and barriers to learning. 4. Encourage independence, resilience, confidence and engagement. 5. Promote positive behaviour in line with school policies and expectations. 6. Support pupils' emotional wellbeing and social development. 7. Supervise and engage pupils positively during playtimes, lunchtimes and enrichment activities. 	

8. Ensure pupils are safe, included and supported throughout the school day.

Support for teaching and Learning

1. Work alongside teachers to deliver planned learning activities.
2. Support pupils to access learning across the curriculum.
3. Prepare, organise and maintain learning resources.
4. Observe pupil engagement and progress and feedback to teachers.
5. Assist in adapting activities and resources to meet individual needs.
6. Support assessment activities as directed by the teacher.
7. Provide administrative support linked to classroom learning where required.

Support for Physical Education and School Sport

1. Support the delivery of high-quality PE lessons across the school.
2. Assist with the organisation of sports equipment and resources.
3. Lead and support physical activity opportunities during breaktimes and lunchtimes.
4. Assist with the delivery of after-school clubs and enrichment activities.
5. Support pupils attending inter-school competitions, festivals and sporting events.
6. Promote participation, teamwork, sportsmanship and healthy lifestyles.
7. Encourage pupils who may be reluctant or disadvantaged to engage in physical activity.

Support for inclusion

1. Promote the inclusion of all pupils regardless of need, background or ability.
2. Support pupils with communication and interaction needs, cognition and learning needs, SEMH needs and sensory or physical needs.
3. Work alongside teachers and SEND staff to implement support strategies.
4. Contribute to a nurturing, supportive and inclusive environment.
5. Help pupils develop confidence, friendships and a sense of belonging.

Support for the School

1. Uphold all school policies and procedures.
2. Promote and safeguard the welfare of children and young people.
3. Maintain confidentiality at all times.
4. Attend relevant meetings, training and professional development opportunities.
5. Support school events, enrichment opportunities and community activities as required.
6. Contribute positively to the wider life of the school.

Apprenticeship Development:

The successful candidate will gain experience in:

- Teaching and learning support.
- Adaptive teaching and inclusive practice.
- SEND support and intervention.
- Behaviour and pastoral support.
- Physical education and school sport.
- Health and wellbeing promotion.
- Safeguarding and child development.
- Working effectively within a primary school environment.

This apprenticeship provides an excellent pathway into careers in education, SEND, pastoral support, PE teaching, sports coaching and wider education.



Category	Essential	Desirable	Method of Assessment
<p>Education, Qualification & Training</p>	<p>5 GCSE's including English and Maths at Grades A-C/9-4 or relevant equivalent qualification.</p>	<p>First Aid certificate.</p> <p>Sports Coaching qualification.</p> <p>Willing to take further training with a particular emphasis on child protection.</p>	<p>Application Form / Certificates / Interview</p>
<p>Experience</p>	<p>Experience of working as part of a team.</p> <p>Experience of communicating with others verbally and in writing.</p>	<p>Experience of working with children or young people.</p> <p>Experience leading sports, games, clubs or activities.</p>	<p>Application Form / Interview/ References</p>
<p>Skills & knowledge</p>	<p>Good communication and interpersonal skills.</p> <p>Ability to follow instructions and work under direction.</p> <p>Ability to build positive relationships with children.</p> <p>Ability to work independently when appropriate.</p> <p>Good organisational skills.</p>	<p>Innovative and seek to continually improve.</p> <p>Able to work to deadlines and prioritise demands.</p> <p>An understanding of inclusion and SEND.</p> <p>Understanding of the importance of physical activity and healthy lifestyles.</p>	<p>Application Form / Interview/ References</p>
<p>Personal Qualities</p>	<p>Calm positive approach.</p> <p>Relates well to others and has a good rapport with children and adults.</p> <p>Able and willing to learn and take part in ongoing training and development.</p> <p>Responsive and flexible approach to work.</p> <p>Have a good understanding of confidentiality issues when using sensitive data and information.</p> <p>Committed to fulfilling the apprenticeship standard requirements and professional development.</p>		<p>Application Form / Interview/ References</p>

Commitment to Inclusion and Wellbeing	<p>Belief that every child can succeed.</p> <p>Commitment to supporting pupils with additional needs and barriers to learning.</p> <p>Commitment to promoting positive behaviour and emotional wellbeing.</p> <p>Ability to encourage participation and engagement from all pupils.</p>	<p>Experience using sport, play or physical activity to engage children who may struggle</p> <p>Understanding of how physical activity can support mental health, wellbeing and readiness to learn</p>	
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