

DMAT
Getting Better Never Stops



TEACHING ASSISTANT

£26,016 (£17,027 pro rata)



OAK TREE PRIMARY SCHOOL



Welcome from Oak Tree



Oak Tree
Primary School

At DMAT & Oak Tree Primary, we believe in putting people first.

All children are entitled to an excellent education, and staff are our most important asset. Guided by our strong moral purpose, we serve our communities with integrity and collaboration is at the heart of everything we do. We are proud to have joined Durrington Multi Academy Trust in January 2025 and are enjoying being part of a successful team.

Oak Tree is a welcoming, happy school, where every member of the team plays a vital role in creating an environment where children can thrive. We value kindness, respect, and a shared commitment to doing what's best for our pupils, their families, and each other.

This role is central to the success and smooth running of Oak Tree Primary School. As a Teaching Assistant, you will play a vital part in creating a positive, engaging, and nurturing environment where every child can thrive. Working closely with teachers and pupils, you'll help bring learning to life and make a real difference to children's experiences every single day.

This is a wonderful time to join Oak Tree Primary School. We have a dedicated and experienced team who are passionate about supporting every child to reach their full potential. We're looking for someone who shares our values, brings warmth, energy, and commitment, and takes pride in helping children learn and grow. In return, you'll be part of a supportive and welcoming community that recognises and values the important contribution you make.



Who are DMAT?

Our Trust



Durrington High School



The Laurels
Primary School

The Laurels Primary School



Oak Tree
Primary School

Oak Tree Primary School



Ringmer Primary & Nursery
School



Durrington Research School



The South Downs SCITT

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Durrington Multi Academy Trust is a growing trust based in West Sussex. Founded in 2014, we are committed to investing in our staff and leaders so every child achieves success. The trust applies evidence informed approaches to all aspects of its work.

Contact



01903 705631



admin@dmateducation



www.dmateducation



@dmateducation

OUR SCHOOL



Oak Tree Primary School is a happy, vibrant, inclusive and nurturing learning environment at the heart of its community. We have an experienced, dedicated staff who deliver an engaging and rich curriculum to ensure that all children are able to reach their full potential. From their beginnings with us in our Foundation Stage through to Year 6. Our rich and ambitious curriculum ensures that they are ready for the next steps in their learning. Our families, staff and governors work closely together and support personal growth and development so that our children are resilient, confident, respectful and kind.

Oak tree Primary School is proud to be part of the Durrington Multi Academy Trust (DMAT) which believes that every child has the right to an excellent education and the opportunity to achieve well, regardless of their starting point. As a team we have high expectations of success for our children.



Why Choose Us?



Our Philosophy

- Our moral purpose underpins all that we do: we serve our communities
- All children are entitled to an excellent education and it is our job to ensure this



We have a sustained track record of school improvement and of recruiting and retaining excellent staff



Support and Guidance

- At DMAT, you are never alone. You will enjoy excellent support from Trust and other school colleagues
- We are passionate about our work, our schools and our pupils.

STAFF BENEFITS

DMAT
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Virtual Doctor Service – 24/7 GP access with online consultations from home or work.



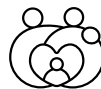
Counselling & Wellbeing Support – Confidential help when you need it.



Save money with discounts on food shopping, gyms, cinemas, holidays, and more from over 9,000 top brands.



Legal & Medical Advice Lines – Expert guidance at your fingertips.



Family Cover Included – Children under 18 at no extra cost.



High investment to develop our people



Free onsite parking

**DMAT STAFF HAVE
ALREADY SAVED
OVER £12,000 IN
MEDICAL COSTS
SINCE APRIL 2025**



JOB DESCRIPTION

TEACHING ASSISTANT £26,016 (£17,027.36 PRO RATA)

TERM TIME ONLY - 8:30 AM - 3:00 PM MONDAY - FRIDAY

CORE PURPOSE

At Oak Tree Primary School, our Teaching Assistants play a vital part in creating a warm, inclusive, and inspiring environment where every child can flourish. Working closely with teachers, you will bring learning to life, helping pupils to take an active role in their education and achieve their very best. You will model our school values of kindness, respect, and high expectations in everything you do, while safeguarding and prioritising the wellbeing of every child. As a valued member of our team, you will make a positive contribution to school life, support colleagues, and continually develop your own knowledge and skills to ensure the highest standards of care and education.

SUPPORT LEARNING

- Work with individuals and small groups under teacher guidance to enhance learning.
- Support lessons through preparation, observation, and record-keeping.
- Provide constructive feedback to teachers on pupil progress and development.

SUPERVISION & SAFETY

- Supervise pupils during break and lunchtime, ensuring their safety and enjoyment.
- Support with serving meals and encouraging positive social interaction.
- Report any health, safety, or security concerns promptly.

PUPIL CARE & WELLBEING

- Show care and concern for every child's welfare and safety.
- Administer first aid and provide support in line with the school's Intimate Care Policy.
- Promote positive behaviour and respect in line with the school's values.

PROFESSIONAL CONDUCT

- Model professionalism and uphold the school's ethos and values.
- Attend meetings, training, and professional development sessions.
- Uphold and implement the school behaviour policy

TEAMWORK & COMMUNICATION

- Work collaboratively with teachers, leaders, and colleagues across the school.
- Share key information with staff and maintain smooth transitions and handovers.
- Seek guidance from the leadership team when challenges arise.

CONTRIBUTION TO SCHOOL LIFE

- Take part in all aspects of school life and promote a happy, inclusive environment.
- Assist with displays, classroom organisation, and learning resources.
- Be a positive ambassador for Oak Tree Primary within the school and wider community.

PERSON SPECIFICATION

TEACHING ASSISTANT

At Oak Tree Primary School, we're looking for a caring, motivated, and enthusiastic Teaching Assistant to join our friendly team. You'll bring a genuine passion for helping children learn, grow, and succeed, along with the confidence to support teaching and learning across the classroom. We're seeking someone who is organised, patient, and positive — a true team player who can build strong relationships, use initiative, and model the values that make our school such a special place to learn and work.

QUALIFICATIONS & KNOWLEDGE

- Good standard of education with GCSE English and Maths (Grade C/4 or above) or equivalent.
- Confident using basic IT programs such as Word and Excel.
- Understanding of confidentiality and professionalism in a school setting.
- Awareness of the National Curriculum and a commitment to continuous learning.

SKILLS & EXPERIENCE

- Experience supporting or working with children in a school or similar environment.
- Able to engage pupils positively and adapt support to meet individual needs.
- Skilled in organising time and tasks effectively, even under pressure.
- Strong communication skills and the ability to build positive relationships.

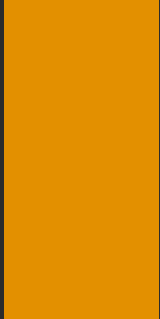
PROFESSIONALISM & COMMITMENT

- Eager to learn and take part in training opportunities, including first aid.
- Open to feedback and committed to improving personal practice.
- Dedicated to supporting the wider life of the school beyond the classroom.
- Passionate about helping every child reach their full potential.

PERSONAL QUALITIES

- Warm, approachable, and respectful, earning the trust of pupils and colleagues.
- Resilient, reliable, and able to stay calm under pressure.
- Highly motivated, principled, and committed to equality of opportunity.
- Keen to contribute to a happy, inclusive, and supportive school community.





SAFEGUARDING

Durrington Multi Academy Trust is committed to the safeguarding and wellbeing of all our students and staff. It is a core expectation of every member of staff to safeguard the wellbeing of every child and young person within the Trust.

Staff are supported through regular training and are expected to adhere to the Trusts Safeguarding and Child Protection Policy at all times.

In addition to the statutory pre-employment checks, this appointment will be subject to an enhanced DBS check, a safeguarding background check and interview.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, religion, disability, sexual orientation and beliefs.

HOW TO APPLY

Please apply using this [link](#) or by scanning the QR code below. Please upload a supporting statement (maximum of 2 A4 pages) to include:

- Why you want to work at Oak Tree Primary School
- How your skills and experience make you a strong candidate

For any general applicaiton queries or requests to visit please contact the school office at **office@oaktreeprimary.co.uk**

If you have any questions about the nature of the role itself **please contact Naomi Savage: nsavage@oaktreeprimary.co.uk**

We reserve the right to close the advert early should we deem it necessary

