



**Rosherville**  
Church of England Academy

Working at Rosherville C of E Academy

# Join our Team



**For Appointment of:  
Higher Level Teaching  
Assistant**



Diocese of  
**Rochester**



PROUD TO BE  
**Aletheia**  
Academies Trust





## Headteacher's Welcome

### Alice Martin

**Thank you for your interest in the role at Rosherville C of E Academy. I hope that the information within gives you an insight into our school, and the unique opportunity this position offers.**

At Rosherville, we are passionate about providing an education that is ambitious, nurturing, and inclusive. Through rich, hands-on learning experiences and a culture of care, we help children develop the confidence to step out in faith, embrace challenges, and believe in their potential.

As we prepare to move into our exciting new purpose-built site, our commitment to building a strong, connected community remains at the heart of everything we do. We strive to ensure that every child feels a true sense of belonging and is empowered to aspire, believe, and achieve.

Our staff are a dedicated and hardworking team who contribute fully to living our ethos of Flourishing through faith and fellowship to Aspire, Believe and Achieve. Everyone in school works together to provide valuable and memorable learning experiences for our children, and to ensure that each child is given the best possible chance to flourish. We believe that children learn from and with each other and we, therefore, take every opportunity to encourage children to collaborate in their learning.

I look forward to receiving your application.



# Rosherville Church of England Academy



Rosherville Church of England Academy is a small, welcoming school situated in Northfleet on the edge of Gravesend town centre. Our staff are a dedicated and hardworking team who contribute fully to living our ethos of:

**Flourishing through fellowship to Aspire, Believe and Achieve.**

Everyone works together to provide valuable and memorable learning experiences for our children, and to ensure that each child is given the best possible chance to flourish. We believe that children learn from and with each other and we, therefore, take every opportunity to encourage children to collaborate in their learning.

From 2025, the school will move to its new home as part of the exciting Cable Wharf development in Northfleet, Kent. Located next to the glistening River Thames and just 31 minutes from London, Rosherville Academy will be the hub of this new riverside community.

The new facilities will see the school grow in size, reaching 2-form entry when full. The site, which will host a nursery, Specialist Resource Provision and community facilities, including a specialist classroom and all-weather pitch.

This role comes with huge amounts of potential for the right candidate to develop and grow with the school within a trust that will support and value you. The leadership range assigned to this role will reflect the rare and exciting opportunity to progress as the size of the schools grows.



Diocese of  
**Rochester**



# Job Description

Job Title	HLTA
Location	Rosherville CE Academy
Duration	Permanent
Work Hours	32.5 hours per week, 39 weeks per year (term time plus inset days)
Reporting to	Headteacher
Salary	AAT C.5 – AAT D.10 (FTE £25,252 - £27,713 per annum)
Pension	LGPS



## About the Role

**We have an exciting opportunity for a Higher-Level Teaching Assistant to join our support staff team from September 2025, working across all key stages of the school to ensure our children receive the best education that we can offer. You will need to be self-directing, highly motivated and above all, keen to learn and willing to engage in CPD, in order to have maximum impact on the lives of our children.**

You will work under the guidance of the Inclusion Manager and Class Teachers to enable all children to have full access to educational opportunities and help them to overcome barriers to learning by:

- providing support for individual children, small groups and during whole class activities;
- assisting with the planning and delivery of an inclusive and motivating curriculum;
- providing support in devising and maintaining an exciting learning environment with appropriate resources.



# Key Responsibilities



- To assist in the planning of activities, taking a leading role in the planning and delivery of some activities as agreed with the Class Teacher.
- To plan and deliver specific interventions, keeping accurate records and giving feedback to the Class Teacher.
- To provide support in the assessment of progress and attainment.
- To support with behaviour management and monitor pupils' social and emotional wellbeing.
- Use effective behaviour management strategies consistently in line with the school's policy and procedures.
- To work in co-operation with all staff to ensure that resources and equipment are maintained in a clean, safe condition and are stored appropriately.
- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement of all pupils including, where appropriate, those with special educational needs and disabilities (SEND).
- Promote, support and facilitate inclusion by encouraging participation of all pupils in learning and extracurricular activities
- Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning.
- Read and understand lesson plans shared prior to lessons.
- Prepare the classroom for lessons.
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment.
- Lead learning and cover lessons where required such as PPA cover
- Direct the work, where relevant, of other adults in supporting learning.
- Supervise a class if the teacher is temporarily unavailable.
- Use ICT skills to advance pupils' learning.
- To undertake lunch and break time duties, facilitating games and playground activities.
- To undertake First Aid training as required and administer first aid and care for injured and/or sick children.
- Assist with physical and personal care of pupils in line with school policies and individual care plans.
- To attend training opportunities such as courses and development days when appropriate.
- Promote the safety and wellbeing of pupils and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school's child protection policy.
- To be aware of and comply with all school and Trust policies and procedures taking due regard to matters relating to safeguarding, health, safety and security, confidentiality and data protection.
- Undertake any other relevant duties given by the class teacher or Inclusion Manager

*This is illustrative of the general nature of the role. It is not a comprehensive list of all tasks expected to be carried out. The post-holder may be required to do other duties appropriate to the level of the role, as directed by the Head of School.*



# Person Specification



	E	D
<b>Qualifications and Experience</b>		
GCSE or equivalent level, including at least a Grade C in English and maths	X	
Experience and knowledge of working within Primary education	X	
High standard of maths and literacy skills with a secure understanding of English grammar	X	
Successful, relevant experience of working with children of primary age within a learning environment and appropriate qualification	X	
Experience in leading learning activities for a group or class of children.		X
HLTA qualification		X
<b>Skills and Knowledge</b>		
An understanding of and the ability to deliver systematic synthetic phonics	X	
An understanding of or willingness to learn, the maths mastery approach		X
An understanding of using assessment for learning to enable pupils to make progress	X	
Confidence to cover planning, preparation and assessment time for the teacher	X	
Must have excellent communication skills in order to build rapport with adults and children, both verbally and in writing	X	
Be able to work effectively as part of a team and contribute to group planning etc.	X	
Be able to work calmly under pressure with the ability to adapt quickly and effectively to changing circumstance/situations	X	
Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support		X
Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice.		X

## Personal Qualities

- Enthusiastic and self-motivated.
- Have the ability and creativity to adapt learning to meet the needs of all learners.
- Have high expectations of both pupils and of yourself.
- Hold a belief in inclusion, diversity and the right of each child to be successful whatever their needs, abilities and background.
- Be committed to your own professional development and keen to make a significant contribution to the life of our school.
- Support an interest in the vision, mission and values of the school and our Trust and demonstrate this in all work activities.

All Essential Criteria

E = Essential D = Desirable



# How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

**The People and Culture Team**

[HR@aletheiaacademies.org.uk](mailto:HR@aletheiaacademies.org.uk)

**01474 533 082**

To apply for this role, please visit MyNewTerm:

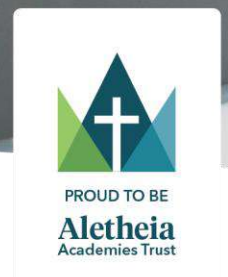
[Apply Now](#)



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

**Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).**





# Contact Us

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