

Job Description

Nursery Teaching Assistant



The Stour Academy Trust

Our Vision



The Stour Academy Trust recognises that our education system needs to quickly and more radically shift to close equity gaps and to better prepare our young people for the 21st century. We are transforming our schools from passive forms of learning focused on direct instruction and memorisation, by moving towards interactive methods that promote the critical and individual thinking needed in today's innovation-driven economy.

Our pedagogical model combined with the intentional deployment of technology will help us deliver personalised learning in an enabling environment. Technology will accelerate our progress but will not be the driver of our vision.

We aim to nurture a community of learners that challenge thinking, where our staff are empowered to take risks and develop their practice to meet the needs of an evolving school system, which is not held back by traditional restrictions and ideologies.

By limiting routine or unnecessary tasks we allow professionals to focus on learning behaviours and interactions which will promote emotional intelligence and the development of children as life-long, curious learners.

There will be no barriers to achievement within our learning community and our teachers will build strong relationships that facilitate the learning of others.

Collaboration will open doors, minds and possibilities and enable individuals to meet their personal goals.

Nursery Teaching Assistant

Main Purpose of the Role

The Nursery Teaching Assistant will work as part of the Nursery and wider school team to support the learning, development, and wellbeing of children aged 2–4 years within an integrated Nursery setting. The role involves supporting high-quality early years provision in line with the Early Years Foundation Stage (EYFS), contributing to a safe, stimulating, and inclusive environment where all children are supported to achieve their full potential and develop positive attitudes to learning as part of the primary school community.

Key Responsibilities and Duties

- Support the Nursery Teacher in planning and delivering engaging, play-based learning activities that meet the requirements of the EYFS and support children’s individual learning and development needs.
- Work with individual children and small groups to reinforce learning objectives, promote communication and language development, and support personal, social, and emotional development.
- Help to create, maintain, and enhance a safe, nurturing, and stimulating learning environment both indoors and outdoors, ensuring resources are well organised and accessible.
- Observe children’s learning and development, contributing to assessments, learning journals, and progress reviews as directed by the Nursery Teacher.
- Support children with personal care routines, including toileting, dressing, and hygiene, in a sensitive and respectful manner, promoting independence wherever possible.
- Promote positive behaviour and social interaction by modelling appropriate behaviour and supporting the school’s behaviour and safeguarding policies.
- Support children with additional needs, including those with SEND or EAL, adapting activities and providing targeted support as required.
- Assist with transitions, including daily routines and longer-term transitions into Reception, working closely with staff across the Early Years phase.
- Work effectively as part of the Nursery and whole-school team, communicating with colleagues and, where appropriate, parents and carers in a professional manner.
- Contribute to the supervision of children during sessions, break times, and educational visits as required.
- Uphold the school’s policies and procedures, including safeguarding, health and safety, equality, and confidentiality at all times.
- Attend relevant training, staff meetings, and professional development opportunities to support effective practice and school improvement.

Safeguarding

The Stour Academy Trust places the safeguarding and wellbeing of all pupils at the heart of its work. The teaching assistant is expected to:

- Work in strict accordance with statutory safeguarding guidance (e.g., Keeping Children Safe in Education) and the Trust's safeguarding and child protection policies.

- Promote the safety, welfare, and wellbeing of all pupils during classroom cover and throughout the school day.
- Remain vigilant to signs of pupil distress or safeguarding concerns and promptly report these to the designated safeguarding lead (DSL).
- Maintain a safe learning environment and adhere to all health and safety procedures relevant to their role.
- Contribute actively to the culture of safeguarding within the Trust by maintaining professional conduct and promoting pupil protection at all times.

This job description reflects the key requirements and expectations for the Teaching Assistant role within The Stour Academy Trust's Primary School settings. It aligns with the Trust's vision to deliver a personalised, inclusive, and technologically enhanced education that prepares pupils for success in the 21st century.

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.