

Higher Level Teaching Assistant (HLTA)

– Level 4, 1 x full time

Permanent Contract

Required from April 2026



Key Responsibilities:

The successful candidate will need to:

- Support the role of teachers and other professionals by undertaking work/care/support programmes which enables access to learning as part of a teacher planned approach.
- Support the class teacher in the management of pupils in the classroom, and other senior staff on a range of teaching and learning experiences.
- Progressing pupil learning in a range of classroom settings; including working with individuals, groups of pupils or whole classes where the assigned teacher is not present (e.g. during PPA time or covering short term absence)
- Support children in their educational and social development.
- Have a calm, positive and patient manner.
- Motivate and encourage pupils.
- Be committed to working in accordance with our curriculum approaches and expectations
- Show dedication to our school

We can offer you:

- A hardworking staff team who are dedicated to school improvement
- Friendly children who are keen to learn
- Parents who are 'overwhelmingly positive about the school' (Ofsted, December 2022)
- The chance to further your career and professional development through wide ranging CPD

Please be aware that online searches will be completed on shortlisted candidates.

If you would like further information, please contact the school office on 01535 210600. Visits to the school are welcomed.

We are committed to safeguarding and promoting the welfare of children, All posts are subject to an enhanced DBS check, Proof of eligibility to work in the UK will be required

Vacancy Summary

Level 4, Scale 6, Point Range 17-22

Annual Salary: £11,648 - £12,818

16.5 hours per week,
Term Time Only

St Anne's Catholic Primary School is looking to appoint an enthusiastic and committed Level 4 HLTA starting in February 2026 to join our well-established and supportive team of educational professionals in our school, which was rated as good by Ofsted in December 2022, and make a positive impact on the learning journey of our children.

We are proud of the quality of education we deliver at St Anne's and have high expectations of what our pupils should achieve. *'Pupils said that being part of this school is like "being in one big family". Leaders and staff set high standards of how they want pupils to learn and behave. Pupils happily rise to these standards.'* (Ofsted, December 2022).

Closing date: 19th March 2026 - Midday

Shortlisting: 19th March 2026 (PM)

Interviews: 25th March 2026

Please note: CVs are not accepted for this post. Applications should be submitted using the CES Application form which can be accessed from our school website - www.sta.bcwcat.co.uk/Vacancies/ or requested to be sent by email from our school admin team.



St Anne's Catholic Primary School
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Email: office@sta.bcwcat.co.uk

Headteacher: Mrs Naomi Atkinson