



**ST. CATHERINE'S  
BRITISH SCHOOL**

*Athens, Greece*

ST. CATHERINE'S BRITISH SCHOOL

**Teaching Assistant**

**Candidate Brief**



# Welcome from the Headteacher, Jon Perriss

Dear Candidate,

Thank you for taking the time to consider this position. St. Catherine's British School is, by reputation, *the* school in Athens, and indeed, in Greece. We are one of only two HMC schools in Greece and are an executive member of COBIS.

We are a large school with top quality facilities, bright and aspirational students, talented staff, and fantastic parents and alumni. We are also a community that is warm, welcoming and engaging, with our values of Care, Dedication, Curiosity and Integrity embedded throughout. We offer an excellent package to staff, from generous fee remission for staff children, to assistance programmes, private medical insurance and well supported CPD. Greece is also a beautiful and wonderful place to live!

As a Teaching Assistant at St. Catherine's British School, you will play a vital role in supporting the learning, well-being, and development of our pupils. Working closely with class teachers and other staff, you will help create a positive, nurturing, and stimulating learning environment where every child can thrive. With flexibility, enthusiasm, and attention to detail, you will assist in classroom activities, provide individual and group support, help prepare learning materials, and contribute to the social and emotional growth of students across the school.

I am excited by the opportunity to take St. Catherine's forward, and I would love for you to join me on this journey.





# About St. Catherine's British School

## About Us

St. Catherine's British School has approximately 1,400 students aged 3 to 18, situated in Lykovrissi, near the vibrant area of Kifissia and just a short ride from the historic centre of Athens.

The School has a workforce of around 350 Teaching and Support Staff. As one of the few British Schools Overseas (BSO) accredited schools in Greece, we uphold the highest international standards whilst also maintaining our British Heritage.

We are proud to be an IBO World School, teaching the EYFS curriculum, IGCSEs, and the International Baccalaureate (IB) Diploma Programme.

## Our Values

Care | Dedication | Integrity | Curiosity

We champion them every day and they are embedded throughout our community.

## Our Purpose

Working in partnership with families, we empower young people to understand, care, and create a better future, delivering a high-quality British education that equips students for global success.

The school is an ambitious, high-quality environment, as well as being a warm and inclusive community. Our modern facilities, including an impressive new Upper School campus, offer inspiring spaces that enhance the learning experience.

Our public exam results are outstanding, and we also place great importance on student and staff wellbeing, outdoor experiences (the Duke of Edinburgh International Award), sports, music and the performing arts.

The parents are supportive and engaged and we are fortunate to have an impressive board of governors to support and guide us.





# IB & GCSE RESULTS

St Catherine's flourishing IB Diploma programme each year sends **over 90** graduates to many of the world's leading institutions.

In May 2024, **97%** of the cohort passed the Diploma with an **average grade of 36 points**, with 26% of the students securing 40 points or more. They secured places at Cambridge, Oxford, Yale, Columbia, Imperial, King's, UCL, Brown, Edinburgh, Tufts, McGill, Trinity College Dublin and Bocconi universities, amongst others. Half of the graduates will study in the UK, a quarter in North America and the remainder entering institutions across the European Union.

In 2024, the **average GCSE grade was 6.78** (just below and **A** grade in 'old money') with streamlined academic programmes throughout the school supported by innovative technology.





# OUTDOOR EDUCATION

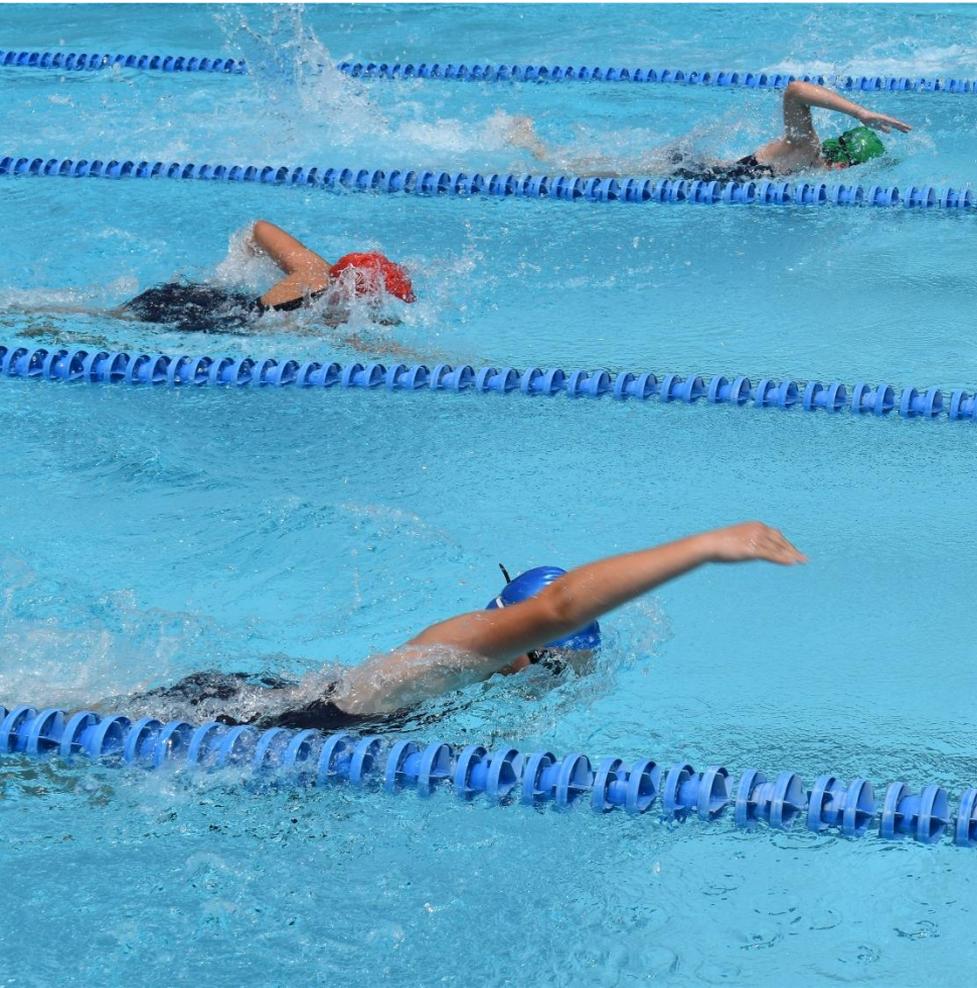
Outdoor education complements traditional academic learning by offering hands-on experiences that make learning more engaging and relevant. It involves activities that help students develop personal and social skills, environmental awareness, and a sense of adventure through outdoor experiences like hiking, camping, and team-building exercises. The goal is to engage students in real-world learning by fostering a connection with nature, enhancing physical activity, and encouraging problem-solving and critical thinking outside the classroom.

## **The Duke of Edinburgh's International Award**

The Duke of Edinburgh's International Award, which has been running worldwide since 1956, is a prestigious and highly-prized, internationally-renowned programme which enables participants' development through a series of self-directed Skill, Physical Recreation and Voluntary Service activities and an overnight expedition.

Participants are required to engage in activities in each of these areas, pushing their limits and broadening their horizons. By completing these challenges, young people not only enhance their personal development but also gain a sense of achievement and self-confidence that lasts a lifetime.

Our students enjoy taking part and it's always exciting to see their personal development as they progress through the Bronze, Silver and Gold levels of the Award.



# SPORTS

St. Catherine's British School is well-known for its robust sports program, emphasizing both participation and excellence in various athletic disciplines.

The school participates actively in a wide array of international competitions, including prestigious events like the World School games (held each year in Dubai) and the Council of British International Schools (COBIS) games. The latter tournament gathers students from British schools across the globe, offering them the chance to compete in sports such as athletics, swimming, and football at renowned venues like the Olympic Stadium and Aquatic Centre in Athens. St. Catherine's often sends teams to these games, promoting sportsmanship and teamwork among its students.

The school's sports curriculum also includes regular interschool matches and participation in local Greek competitions. These events cover multiple sports categories such as tennis, basketball, football, and volleyball, giving students numerous opportunities to compete at both junior and senior levels.

With excellent facilities and a commitment to holistic development, St. Catherine's fosters a strong culture of physical education, preparing students not only for local events but also for international sports tournaments.



# MUSIC

St Catherine's British School boasts a vibrant and dynamic Music Department that provides students with a wide range of opportunities to develop their musical talents.

The school offers instrumental lessons in nearly any instrument of choice, and students can take part in graded music examinations. There is also the option to take part in speech and drama exams through the London Academy of Music and Dramatic Arts (LAMDA), adding a unique element of performance to their musical education.

Music is integrated into both the curriculum and extracurricular activities, giving students opportunities to perform in ensembles, orchestras, and school productions. Regular concerts, performances, and musical events take place, showcasing the students' talents in front of the school community.

The School emphasizes not only musical excellence but also personal growth through the arts, aligning with the school's broader mission to cultivate well-rounded global citizens. These offerings make St Catherine's a nurturing environment for students to explore and enhance their musical skills while enjoying a holistic educational experience.





# DRAMA

St. Catherine's Upper School Theatre Department boasts **2 state-of-the-art Black boxes**, designed with all the necessary Theatrical equipment to be able to run successful weekly KS3 Drama lessons, GCSE Drama classes and IB Theatre as well. With regular use of our **trailblazing school's theatre**, the Theatre Department also caters for the high numbers of students who love performing and working backstage. With **Drama Clubs** running most lunchtimes, we produce **two productions every year**, one KS3 play and one KS4/IB play.

Our plays vary in content and style, our recent productions include Shakespeare's "A Midsummer's Night Dream", "The Addams Family", Priestley's "An Inspector Calls" and many more. Our performances do not stop there, IB and GCSE students also regularly showcase their work in the Black Boxes, which are perfectly suitable for more intimate and modern performances.

St. Catherine's British School in Athens offers students the opportunity to participate in **LAMDA (London Academy of Music and Dramatic Art)** exams, a prestigious qualification in the arts, which enhances their confidence in performance, public speaking, and drama. These exams help develop communication and acting skills in students from a young age, encouraging both creativity and poise.

Throughout the school year, St. Catherine's students take part in numerous performances, including plays, musicals, and recitals, showcasing their talents. These events not only enrich the students' school experience but also allow them to connect with wider audiences, including parents and the local community. By nurturing their dramatic and musical abilities, the school fosters a strong appreciation for the arts, contributing to the students' holistic development.





# Working at St. Catherines

*“Having worked as a KS2 classroom teacher at St Catherine's since 2004, I very much feel part of the community here and I believe that our school has something special. As a British citizen with a Greek family, I connect with the school's rich multicultural identity and friendly vibe, and I can't envisage working anywhere else. The weather, landscape, food and rich cultural heritage are many of the reasons which led me to Athens, but the people are the reason I'm staying.. ”*

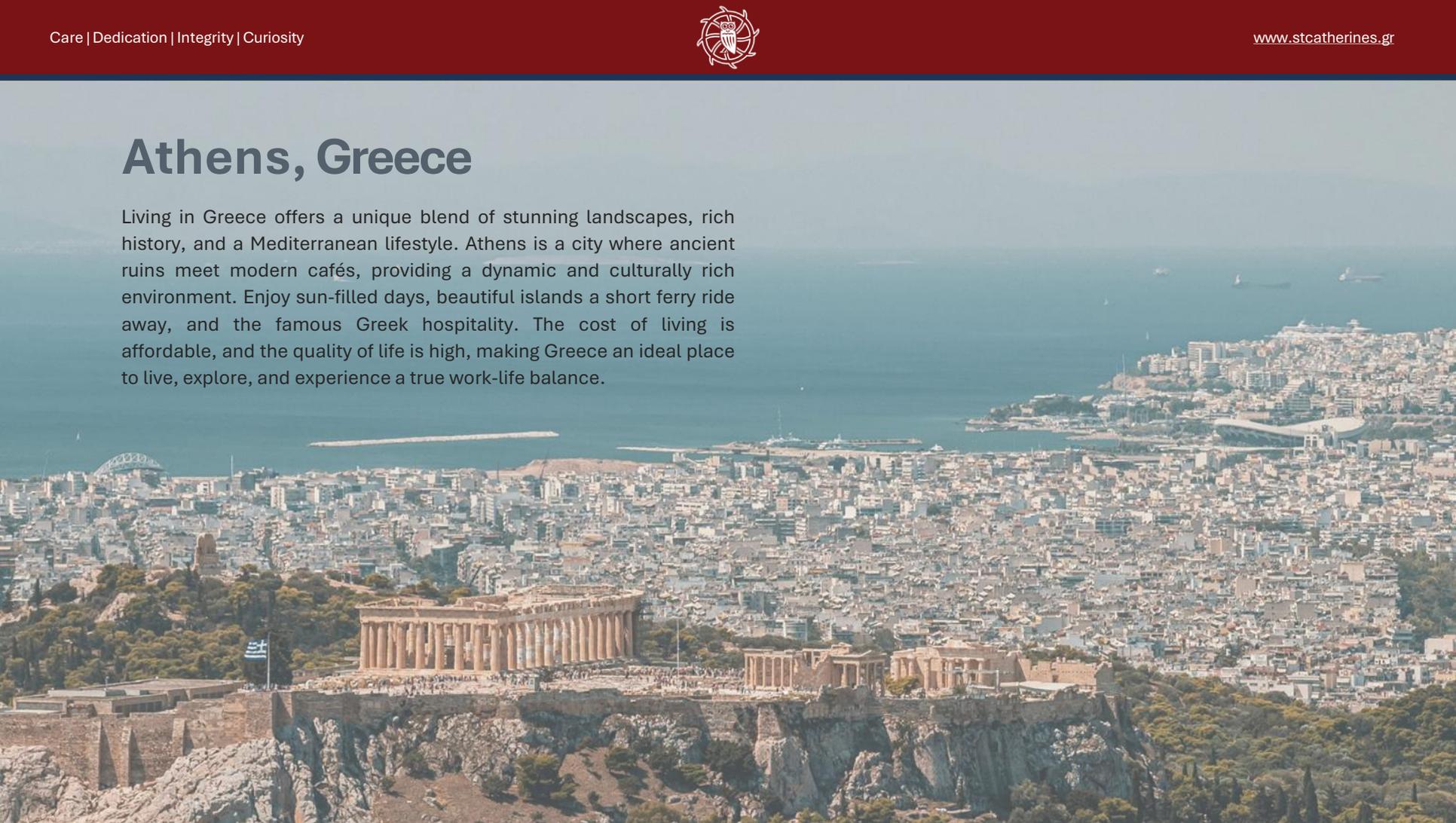
**Katherine, Class Teacher, Lower School**

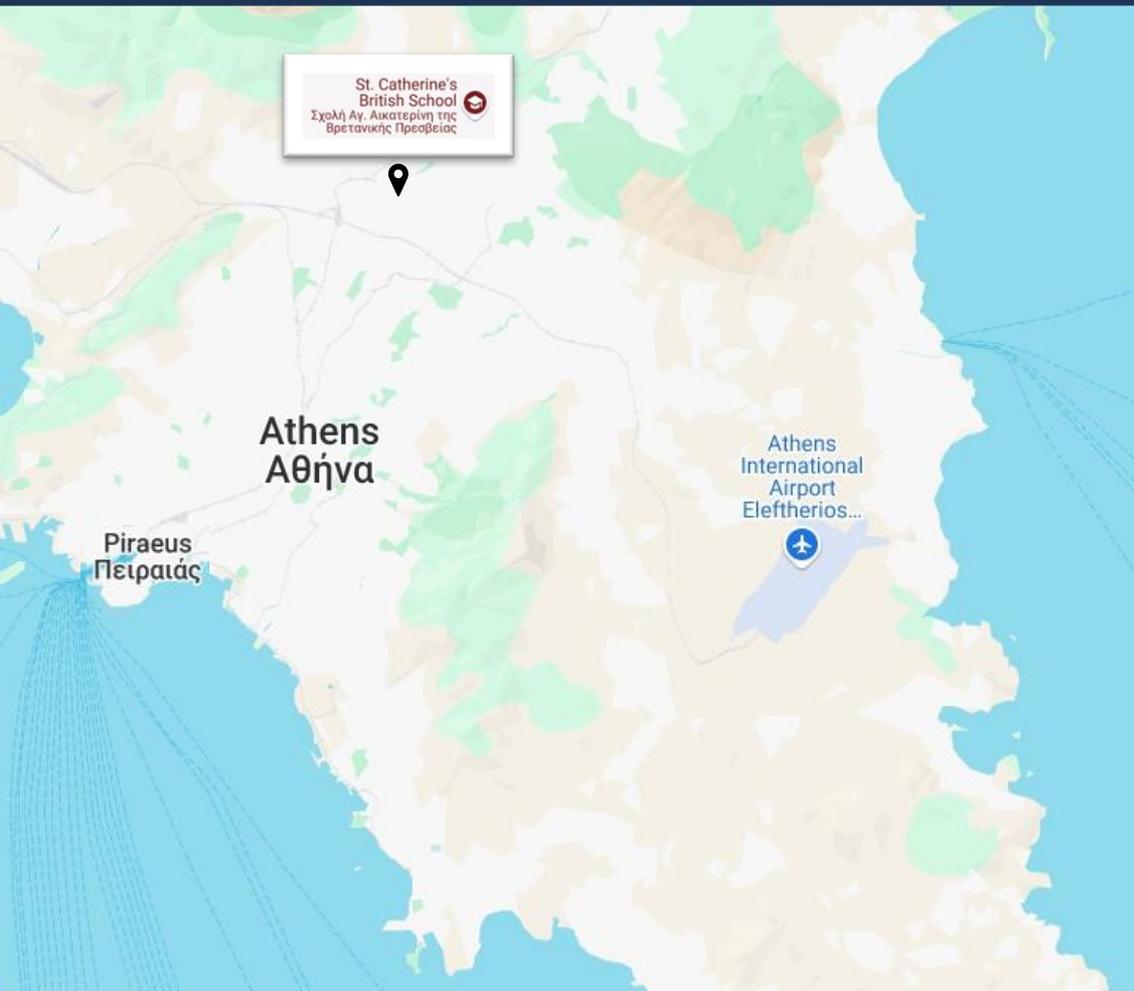




# Athens, Greece

Living in Greece offers a unique blend of stunning landscapes, rich history, and a Mediterranean lifestyle. Athens is a city where ancient ruins meet modern cafés, providing a dynamic and culturally rich environment. Enjoy sun-filled days, beautiful islands a short ferry ride away, and the famous Greek hospitality. The cost of living is affordable, and the quality of life is high, making Greece an ideal place to live, explore, and experience a true work-life balance.





## Getting to St. Catherine's British School

- **By car** – the school offers free parking
  - a) 35mins from the Airport
  - b) 40mins from the Centre of Athens (Acropolis)
  - c) 40mins from Piraeus
- **By train** – walking distance from Kifissia and Marousi stations
  - a) 60mins from the Airport
  - b) 55mins from Centre of Athens (Acropolis)
  - c) 55mins from Piraeus

St. Catherine's British School places us at the heart of a quiet residential area, while still being close to the bustling centre of Kifissia. There are a lot of green spaces around, shopping centres and food markets.

The centre of Athens is just a quick ride away, either by car or train. Public transport is very widely used, with a small monthly fee.



# Job overview

St. Catherine's is seeking a caring, adaptable, and committed Teaching Assistant to support the learning, well-being, and development of pupils in primary years. The ideal candidate will bring energy, flexibility, and a genuine enthusiasm for working with children, helping to create a positive and nurturing learning environment in collaboration with class teachers and colleagues. You will assist with classroom activities, support individual and group learning, and contribute to the social and emotional growth of every pupil in your care.

We are looking for a team player with strong interpersonal and organisational skills, a proactive approach, and a passion for helping children achieve their best. The Teaching Assistant will work closely with the Head of Lower School, class teachers, and other staff to ensure that each child is supported in their academic progress and overall well-being. This position offers the opportunity to make a meaningful contribution to the life of the school while gaining valuable experience in a dynamic and supportive educational setting.





Headteacher

Head of Lower  
School

Deputy Head  
of Lower  
School

Primary  
Classroom  
Teacher

Teaching  
Assistant



# Job Description

## Main responsibilities

- Supporting the creation of a positive and nurturing learning environment that recognises and responds to the needs of each individual child.
- Assist in the educational and social development of pupils under the direction and guidance of the Head of Lower School, SENCO, and class teachers.
- Working with small groups of children on teacher-directed activities.
- To be familiar with the school curriculum and the age-related expectations of pupils.
- To understand the aims, content, teaching strategies and outcomes for lessons.
- To adopt a range of strategies, in line with the schools' policy and procedures, to establish a purposeful learning environment and to promote good behaviour.
- To have high expectations of all pupils; respect their social, cultural, linguistic, religious and ethnic backgrounds, and be committed to raising their educational achievement.
- Working within a framework set by the teacher, to plan your role in lessons including how to provide feedback to pupils and colleagues on pupils' learning and behaviour.
- To support teachers in evaluating pupils' progress through a range of assessment activities.
- To monitor pupils' responses to learning tasks and modify your approach accordingly.
- Listening to readers and writing feedback in pupil's reading record books.



# Job Description (con'd.)

## **Main responsibilities (con'd.)**

- Building positive relationships with the children, parents and staff and following the school of code of conduct.
- Promote the school's golden rules and behavioural systems.
- Provide support for individual students inside and outside the classroom to enable them to fully participate in activities.
- Support students with emotional or behavioural issues and help develop their social skills.
- Attend meetings as required.

## **Administrative duties**

- Assist the teacher with the preparation of resources for the class.
- Helping to create a bright and stimulating classroom, where displays reflect different areas of the curriculum and are changed each half term.
- Support class teachers and teaching in photocopying and other tasks.
- Undertake responsibilities as directed by Class Teacher.

## **Welfare and Safety**

- Supervision of outdoor play and other supervisory duties.
- Teaching Assistants can opt to run a school club.
- Monitoring groups of children and ensuring their safety on off-site activities, such as travelling to the Upper School and on school trips.
- Be proactive in matters relating to health and safety attending to children involved in minor accidents or incidents.



# Job Description (con'd.)

## Professional Conduct requirements

- Support the aims policies and ethos of the school.
- Participate in the development and maintenance of home/school links.
- Set a good example in terms of dress, punctuality and attendance.
- Follow the school code of conduct and promote the ethos of the school.
- Attend team and staff meetings where appropriate.
- Undertake professional duties and training that may be reasonably assigned by the Head of Learning Support.
- Ensure key policies are read and followed.
- To improve own practice, including through observation, evaluation, and discussion with colleagues.
- Have an understanding of the policies in school and input into their effective practice.
- Understand your safeguarding responsibilities and complete all statutory training and updating of knowledge.

*While the above includes a description of the essential functions of the position, other duties may be assigned by the Deputy Head of Lower School and the Head of Lower School as appropriate*



# St. Cat's Life & Benefits



**Fee Remission**  
*(for two children)*



**Discounted Lunches**



**Employee Assistance Programme (EAP)**



**Free Parking**



**Private Healthcare for your family**



**Private Pension**



**Professional Development**



**Relocation Support**  
*(if applicable)*



**Sports Facilities**



**Prepaid Card for Groceries**



**Visa Support**  
*(if applicable)*



**Work-Life Balance**



© Whole staff photo Sept 2024



## Application

Candidates will be invited to attend a formal interview and have a tour of the school. We reserve the right to call the candidates before the submission deadline. We therefore actively encourage early applications.

## Closing date

Midday

21<sup>st</sup> November 2025

## Application Form

[Click here to download the application form](#)

*St. Catherine's British School is committed to the welfare and safeguarding of children. The successful applicant will be required to apply for an International Child Protection Certificate if they are a non-local hire. Local hires are required to complete a Greek criminal record check.*