

BLUECOAT TRENT ACADEMY

CLOSING DATE: 31ST OCT 2025

JOB DETAILS: PERMANENT, FULL TIME,
TERM TIME ONLY

SALARY: £24,790 – £25,584 (GRADE 5) (FTE)

ACTUAL: £21,322 – £22,005 PER ANNUM



LEVEL 1 TEACHING ASSISTANT



WELCOME TO BLUECOAT TRENT ACADEMY

We are a Nottingham City Free School with passion and dedication shining down every newly built hall-way. We have fantastic opportunities for you to imprint the founding footsteps into our brand-new specialist classrooms, Maths labs, and DT workshops that give you a magnificent learning environment to excite and inspire our local community.

WHAT MAKES US UNIQUE?

Our **Passion** for Education We believe in the transformative power of education and are dedicated to inspiring our students to achieve their full potential.

Our curriculum convergence is designed to be engaging, challenging, and enhance critical thinking, saving time on planning, but continually encouraging innovation and visionary teaching methods.

We want to challenge ourselves and keep inspiring those children we care so deeply about.

Inclusivity is at the heart of everything we do.

We celebrate diversity and strive to create a welcoming environment where everyone feels valued and respected.

Our comprehensive support systems ensure that all students, regardless of their background or abilities, receive the guidance and resources they need to succeed.

We are committed to promoting equality and challenging discrimination in all its forms.

Our **Leadership Team** is dedicated to fostering a supportive and inspiring environment.

Led by our Principal, Claire McManus, who believes in the transformational power of education, we are committed to ensuring that every member of our community feels empowered and motivated.

Our leaders are approachable, visionary, and dedicated to continuous improvement, ensuring that Bluecoat Trent Academy remains a place where innovation and excellence thrive.



ABOUT THE ROLE

LEVEL 1 TEACHING ASSISTANT

Reporting to: SENDCo

Start date: 1st September 2025

Salary: £24,790 – £25,584 (Grade 5) (FTE)

Actual: £21,322 – £22,005 Per Annum

Location: Bluecoat Trent Academy, Pelham Avenue, Nottingham, NG5 1AJ



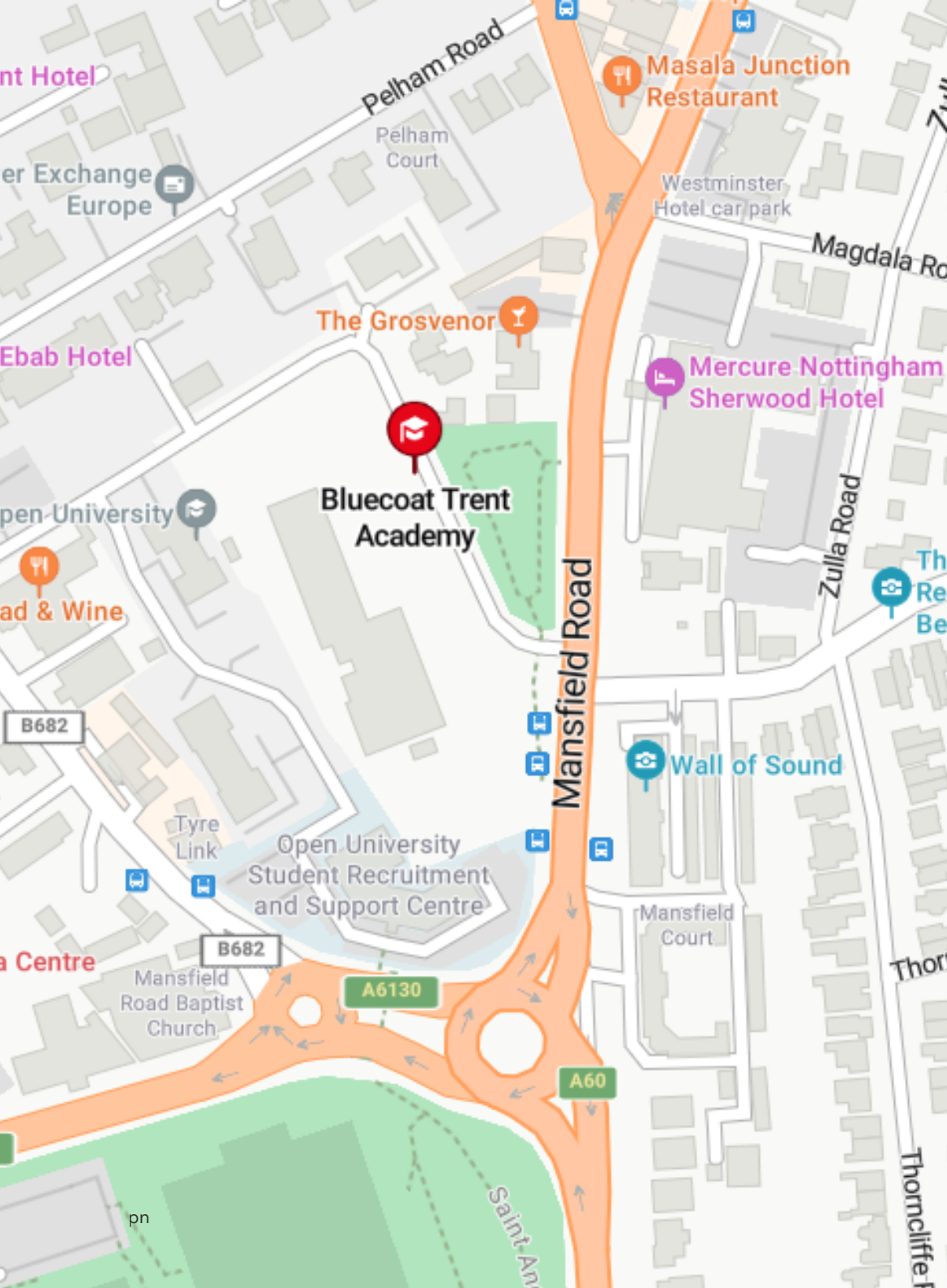
Role Overview

The Trust is seeking to appoint an outstanding and experienced Teaching Assistant to join a high achieving, successful and forward-looking team of staff.

As a Teaching Assistant, you will work with students in order to improve the quality of learning and foster the participation of students in the social and academic aspects of academy life.

You will join a passionate Learning Support team who work to support our students who have additional physical and personal care needs. We have a larger than average number of students with SEND and Educational Health Care Plans compared to other local schools. However, we have an established reputation of providing high quality care to all the students who require it.





BLUECOAT TRENT ACADEMY

Pelham Avenue
Nottingham
NG5 1AJ

0115 900 7245
[Link to virtual tour](#)

HOW TO APPLY

For an informal chat about the role or to arrange a school visit, please contact:
hr@archwaytrust.co.uk

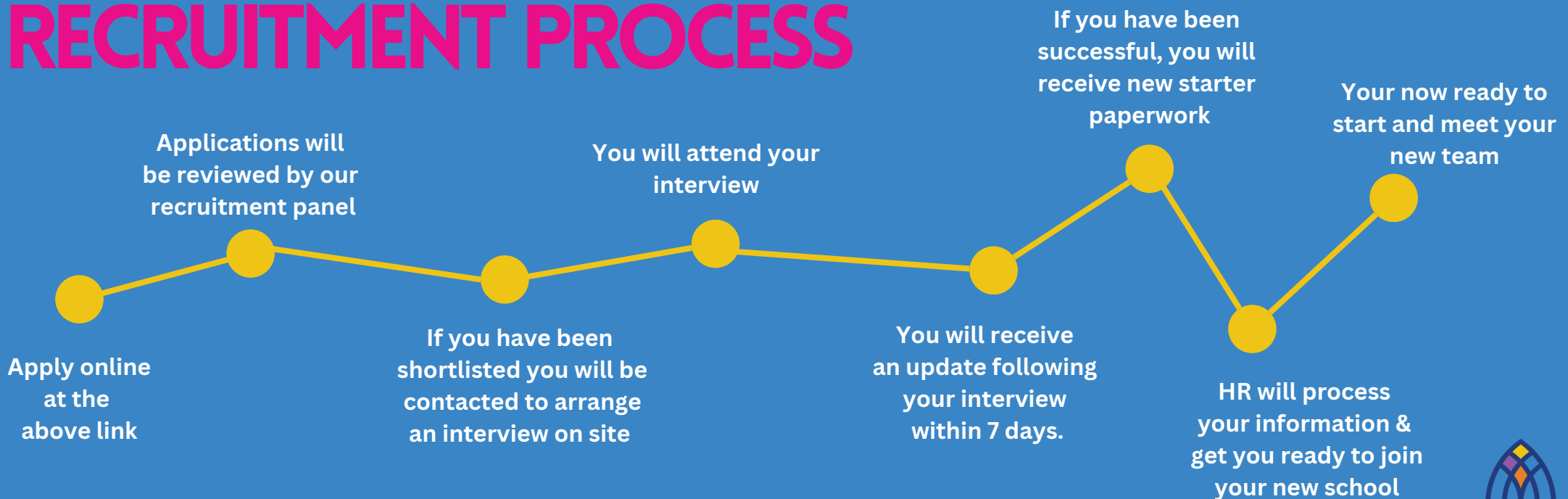
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Please read our 'Safer recruitment' statement on the following pages below.

2

Follow this [link](#) to complete an online application form: The deadline for application is 14th July 2025. Applications will be reviewed once the advert has been closed.

RECRUITMENT PROCESS



MESSAGE FROM THE CEO



Thank you for expressing an interest in working for Archway Learning Trust. This booklet sets out to give you an idea of what it is like to be part of the Archway family – as a leader, teacher, support staff, or a member of our central team – each of our employees has a vital role to play across the organisation.

Our commitment to staff is rooted in my understanding of what it's like to be a member of staff in a school environment. I may be a Chief Executive now, but I started my career as a teacher and so I really do understand what the pressures are like for staff. We hold that at the centre of the decisions we make in looking after our employees on a day-to-day basis.

Our ambition for our staff is very simple; it is that we want them to be the very best they can be because that's what the children in our schools need and deserve. That's about us supporting our colleagues to nurture their potential, inspiring a sense of community and helping them to deliver excellence.

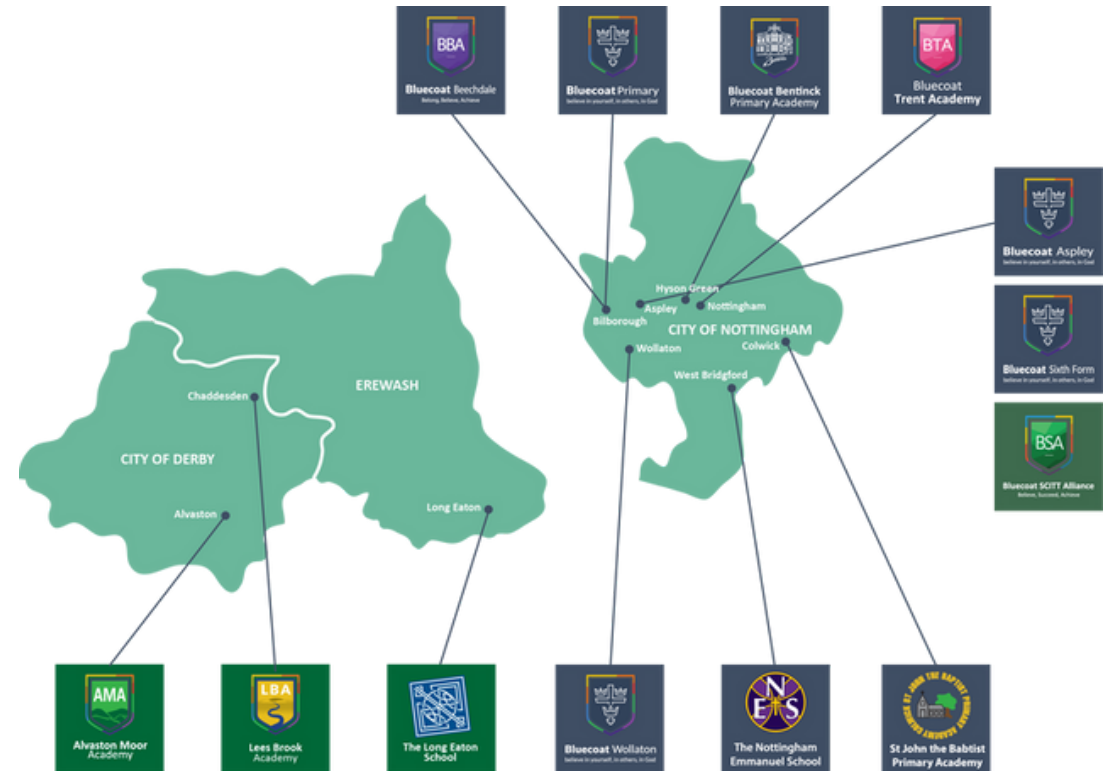
We do this in a variety of ways, including supporting your career in education, promoting your wellbeing and offering a range of employee benefits to enable you to feel fulfilled in your role. Ultimately, it matters to us that everyone who works for Archway feels a sense of belonging and fulfilment in their role.

We hope that you will be inspired to apply for one of our current positions and look forward to meeting you soon.

James Higham
Chief Executive Officer

We serve 11 Schools plus our SCITT facility, and are always looking for opportunities to expand our portfolio in the Nottingham and Derbyshire areas.

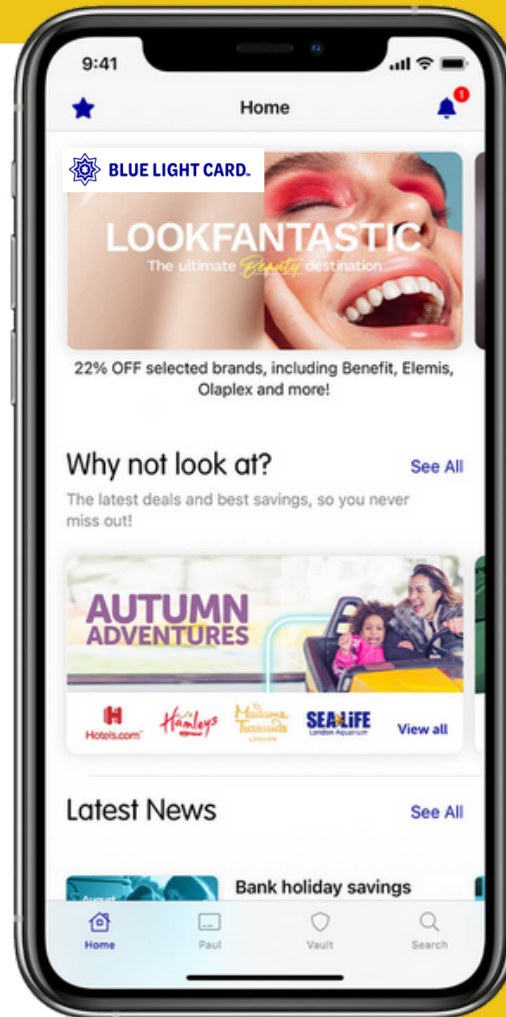
We believe in the transformational power of education for each individual and that this is enhanced through collaborative working between the academies. We have a history of making schools better, serving disadvantaged communities and believe that we have a moral imperative to deliver for every child.



ARCHWAY BENEFITS



BLUE LIGHT CARD™



- From day one our employees are entitled to a range of Archway benefits to include shopping discounts and competitions:
- A free and confidential employee assistance programme offering counselling and advice
- Access to Teachers' Pensions
- Access to discounts across many retailers with the Blue Light Card
- Cycle to work scheme
- Comprehensive training and support
- Opportunities to develop new skills and progress your career
- Eye care voucher scheme
- Free flu vaccine
- Access to e-learning and development

SAFER RECRUITMENT

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people under the guidance of KCSIE (**Keeping Children Safe in Education**). In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the **Rehabilitation of Offenders Act 1974** (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

Interview

Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

References

References from the previous and current employers will be taken up for shortlisted candidates, before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided. Online searches Keeping Children Safe in Education (KCSIE) asks schools to carry out online searches on shortlisted candidates as part of the process of assessing suitability. Probation All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Archway Learning Trust with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

SAFER RECRUITMENT

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Equal Opportunities

Archway Learning Trust are dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all. We are committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

If you require assistance in reading this information or in completing the application form, please contact hr@archwaytrust.co.uk