



# WINDERMERE SCHOOL

FOUNDED 1863

## CANDIDATE INFORMATION

*Teaching Assistant*



## ABOUT WINDERMERE SCHOOL

Windermere School is a highly successful and ambitious school, recognised as the only non-selective school among the top 10 independent schools in the North West of England. Following a very positive ISI inspection report, we are now looking ahead with confidence to the next stage of our development.

Set on a hillside overlooking Windermere and the mountains of the Lake District National Park, the school enjoys one of the most beautiful locations of any school in England. We are a determined, friendly, adventurous and hardworking community, with a strong sense of purpose and a clear commitment to placing pupils at the heart of everything we do. If you are looking for a school that combines ambition with warmth, and high expectations with genuine care, Windermere may be the right place for you.

With a strong focus on wellbeing and a broad curriculum rooted in the shared values of the International Baccalaureate and Round Square, the school offers a distinctive and highly attractive education.

Windermere is a busy, thriving community, supported by excellent, committed and skilled teaching and operational staff. We look forward to receiving your application.

### **Staff Benefits:**

- Generous private pension scheme.
- Seventy percent remission on school fees.
- Free meals whilst on duty, including daily three course lunch.
- Independent staff support line, including access to counselling.
- Staff discount at local gym and pool.
- Laptop provided.

# SUMMARY OF THE ROLE

**Job Title**

Teaching Assistant

**Position Type**

37.5 hours per week

**Salary**

£20562.15 per year

**Closing Date for Applications**

18 May 2026 – Interviews to be held on Thursday 21 May 2026

**Start Date**

1st September 2026

**Primary Responsibility**

Windermere School is seeking a committed and enthusiastic Teaching Assistant to join our Learning Support Team. This is a term-time only position with additional attendance required for five INSET days per year. You will support pupils across Years 7 to 11 in our Senior School.



# JOB DESCRIPTION

## KEY REQUIREMENTS

- Secure understanding of mathematics to at least GCSE level, with the confidence to explain concepts effectively to support pupils' learning
- Good literacy skills
- A Level 3 Teaching Assistant qualification (or working towards one)
- Experience or knowledge of SEND, including:
  - Communication and Interaction needs
  - Sensory processing difficulties
  - Cognition and Learning needs
  - Social, Emotional and Mental Health (SEMH) challenges
- Experience implementing interventions for individual learners
- Strong communication skills – able to communicate effectively with students, staff, and parents
- Organisational skills – able to manage time and resources efficiently
- ICT proficiency – confident using technology to support learning (e.g. Microsoft Teams, Microsoft Word, Microsoft PowerPoint, Show My Homework)
- Confidentiality and professionalism – able to handle sensitive information appropriately
- Initiative and problem-solving – able to adapt support strategies to meet individual needs
- Team collaboration – works well with teachers, SENCOs, and other staff
- Understanding of safeguarding – with a willingness to undertake relevant training
- A calm, approachable personality and a flexible, professional attitude
- Commitment to ongoing professional development and keeping up to date with SEND research and best practice.

## DESIRABLE ATTRIBUTES

- Experience supporting students with EHCPs and contributing to review processes
- Familiarity with assistive technology (e.g. speech-to-text software, reading pens)
- Experience with positive behaviour support and de-escalation techniques
- Confidence supporting students across a range of subjects, especially English, Maths, and Science
- A genuine commitment to inclusive education and removing barriers to learning.

## SAFEGUARDING RESPONSIBILITIES FOR ALL STAFF

The postholder's responsibility for promoting and safeguarding the welfare of children and young people for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's Safeguarding Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, s/he must report any concerns to the school's Designated Safeguarding Lead.

Windermere School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

# PERSON SPECIFICATION

## QUALIFICATIONS AND TRAINING

Criteria	Essential	Desirable
Good standard of general education, including GCSE (or equivalent) in English and Maths	X	
Level 3 Teaching Assistant qualification (or working towards one)	X	
Evidence of continued professional development	X	
Additional qualifications or training in Special Educational Needs and Disabilities (SEND)		X
Training in safeguarding and/or first aid		X

## EXPERIENCE

Criteria	Essential	Desirable
Experience working with or supporting young people in an educational setting	X	
Experience supporting students with SEND (e.g. communication and interaction, cognition and learning, SEMH, sensory needs)	X	
Experience implementing small-group or one-to-one interventions	X	
Experience supporting students with EHCPs and contributing to review meetings		X
Experience using assistive technology (e.g. speech-to-text software, reading pens)		X
Experience supporting students across a range of subjects, especially English, Maths, or Science		X

## KNOWLEDGE AND SKILLS

Criteria	Essential	Desirable
Secure understanding of mathematics to at least GCSE level, with the confidence to explain concepts effectively to support pupils' learning	X	
Good literacy skills	X	
Understanding of how to support differentiated learning and inclusive classroom practice	X	
Understanding of safeguarding and child protection principles	X	
Effective communication skills with students, staff, and parents	X	
Strong organisational and time-management skills	X	
ICT proficiency, including Microsoft Teams, Word, PowerPoint, and Show My Homework	X	
Knowledge of positive behaviour support and de-escalation strategies		X

## PERSONAL QUALITIES

Criteria	Essential	Desirable
Calm, patient, and approachable manner	X	
Professional attitude and high level of confidentiality	X	
Ability to use initiative and problem-solve effectively	X	
Adaptable and flexible in response to changing needs	X	
Collaborative – works effectively as part of a team	X	
Commitment to inclusive education and removing barriers to learning	X	
Motivation to support students' wellbeing and academic progress	X	
Commitment to personal professional development and ongoing learning	X	



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