



Kensington Prep School

GDST

Growing great minds

# Teaching Assistant (fixed term contract)

## Information for applicants





We focus on  
*Growing Great Minds*  
that are curious, creative,  
happy and healthy



## Welcome Letter

Thank you for your interest in the role of Teaching Assistant at Kensington Prep, one of the UK's most successful prep schools. At Kensington Prep we are all about growing great minds; curious, creative, happy and healthy minds. Our approach is to engage young intelligent minds to spark a deep curiosity and delight in the world around them.

We aim to create an inspiring and positive learning culture across the school. You will join a thriving and experienced team in a high-achieving environment. You will support both class and specialist teachers, work with girls in small groups and contribute to the school's pastoral systems in support of our strategic aim: growing curious, creative, happy and healthy minds.

In a warm, nurturing atmosphere, we combine traditional values with forward-thinking approaches to teaching and learning. We provide a rich curriculum and we encourage pupils' independence, individuality, resilience and critical thinking skills.

It is a particularly exciting time to join our school and play a key role in achieving our primary aim of growing great minds. We look forward to the opportunity to get to know you better during the interview process. Thank you for considering Kensington Prep School as a potential destination for your professional journey. We believe that with your expertise and commitment, we can continue to grow great minds that are curious, creative, happy, and healthy.

With best wishes,  
Rachel Floyd  
Head



## About the GDST

The Girls' Day School Trust is the UK's leading family of independent girls' schools. In all of our schools, academic excellence is a given – at the GDST we develop character beyond the curriculum.

The GDST is a charitable trust which owns and operates 25 schools across England and Wales. Our schools are mainly girls only, with the GDST ethos to 'reach as many girls as possible' permeating everything we do. Most schools are Junior, Senior and Sixth Form, with some having nurseries as well; one of the schools remains a boarding school.

### Pay and Conditions

The GDST has its own pay structure. Starting salary is based on experience. Please include details of current and expected salary in your application.

Numerous additional benefits such as free lunches during term time and membership of the GDST Pension Plan.

As part of the GDST, the UK's leading network of independent girls' schools, we are able to offer many opportunities for professional development and career advancement.

*"The quality of the pupils' learning and achievements is excellent."*

*-ISI Inspection Report (2023)*

# About Kensington Prep

Kensington Prep School is an award-winning, independent prep school for girls aged 4-11, based in Fulham. It is regarded as one of the top prep schools in London and the country.

The school was the first to be established by the GDST, having been founded in 1873, and has been a pioneer in girls' education and academic excellence ever since. It focuses on growing an investigative spirit, confidence and curiosity through a rich and inspiring curriculum in a supportive and nurturing environment.

The school's most recent whole-school inspection (2023) saw the school rated Excellent by the Independent School's Inspectorate, and the school remains highly sought after.

*"We want girls to think confidently and creatively, to take calculated risks and not be afraid of making mistakes on the way to success. We are preparing them for a world that requires courage, resilience and flexibility."*



# The Role

At Kensington Prep, our approach is to engage young intelligent minds to spark a deep curiosity and delight in the world around them.

We are looking for a candidate who not only possesses the necessary expertise outlined in the job description but also someone who is aligned with our core values and educational objectives. We value innovative thinking, teamwork, and a strong commitment to creating a safe, inclusive, and inspiring environment for our pupils.



## Key Areas of Responsibility

### Teaching and Learning

- Ensure all pupils are appropriately supported in their learning be it academic, practical, behavioural or social, by adopting intervention strategies as directed by the teacher.
- Encourage and support the learning of individual pupils or small groups by complementing teaching and learning strategies deployed by the teacher.
- Prepare appropriate resources for lessons as directed by the teacher.
- Accompany teachers and pupils on educational visits and engage in the learning process for the benefit of the pupils.
- Liaise with the teacher in order to ensure the effective delivery of the curriculum for all pupils and to help raise standards of achievement.

- Contribute to discussions with the teacher on the development of work and support programmes for pupils, in order to further support learning or behaviour.
- Assist in the efficient management and/or completion of individual pupil records through observation, recording and filing.

### Pastoral Care

- Liaise with the class teacher on the implementation of appropriate strategies to ensure that all pupils are supported pastorally.
- Ensure that all pupils are adequately supported in the acquisition of personal skills through either direct or indirect intervention strategies as directed by the teacher.
- Under the direction of the teacher, promote and model positive behaviour in all teaching areas. Uphold the Code of Conduct/Behaviour Policy through effective delivery of its aims.
- Provide pastoral/welfare support for all pupils in order to encourage their social and emotional stability and development.
- Assist with the supervision of pupils in the playground and at lunchtimes to further support pupils in their learning.
- Administer first aid if qualified to do so.

# Person Specification

## Qualifications and Professional Memberships

- Relevant degree in Education (Desirable)
- Early Years Professional Status (Desirable)
- Early Years Teacher Status (Desirable)
- Childcare or TA Level 3 qualification (Essential)

## Professional Experience

- Excellent classroom skills (Essential).
- EYFS experience (Essential).
- Ability to communicate effectively and efficiently orally and in writing (Essential).
- Effective interpersonal skills (Essential).

## Knowledge Base

- Understanding of an effective learning environment (Essential).
- Can communicate with and give direction to pupils to achieve the highest quality education (Essential).

## Personal Qualities

- Calm, friendly and approachable (Essential).
- High level of integrity and honesty (Essential).
- Demonstrate commitment to the improvement and development of own performance (Essential).
- Sense of proportion and sense of humour (Essential).
- Enthusiastic, flexible and able to work as part of a team (Essential).





# How to apply

**Please apply online:**

<https://www.gdst.net/careers/vacancies/>

**Closing date for applications:**

Tuesday 25 Nov, 4pm

**Interview date:**

Friday 28<sup>th</sup> November

**Role start date:**

January 2026

Please note this is a fixed term contract until July 2026

For further information regarding the role please email [recruitment@kenprep.gdst.net](mailto:recruitment@kenprep.gdst.net)

Kensington Prep is committed to increasing and promoting diversity at all levels within our school. We warmly welcome applications from people from the widest possible range of backgrounds.

The School, and the GDST, are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post.

Our school community is based on an ethos of mutual respect and consideration. We are committed to providing a safe and happy learning environment for all. We do not tolerate racial discrimination, harassment or victimisation of any kind.

**UNDivIDED**

THE GDST IS COMMITTED TO DIVERSITY,  
INCLUSION, AND REAL CHANGE



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[www.kensingtonprep.gdst.net](http://www.kensingtonprep.gdst.net)



[recruitment@kenprep.gdst.net](mailto:recruitment@kenprep.gdst.net)



020 7731 9300



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