



# **The Rise Sixth Form**

## **Teaching and Learning Assistant**

Recruitment Pack

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# Why be part of The Rise Sixth Form team

## WE'RE DIFFERENT AND PROUD OF IT:

We proudly aim to be the 'best of both worlds' of mainstream and SEND provision – watch our video [here](#).

This looks like:

- ✓ High **ambition** and **aspiration** for all as our students to access a mainstream level curriculum. They'll achieve brilliantly as you support pupils to learn a wide range of topics and texts.
- ✓ A genuine, holistic focus on the student and their **quality of life**: academic and social progress.
- ✓ **Specialist support** with a high adult to student ratio, with adults being autism experts – we provide a lot of training on this, so having no prior SEND experience is not a barrier to employment
- ✓ Specialist **facilities**

## WORKING TOGETHER:

91% of staff enjoy working at the school (January 2024)

97% of parents said their child is happy at this school (December 2023)

100% of parents said their child makes good progress (December 2023)

## IMPACT

With the support of the staff my child is developing into a independent responsible young man.

December 2023.

The enrichment activities at The 6<sup>th</sup> form enhance my childs quality of life and support him with employability skills needed for the future.

December 2023

The Rise has helped my son realize his true potential and inspire him

December 2023

My child is growing in confidence and I am excite for his future and this is due the support he recieves at The Rise.

December 2023

## WORKLOAD and WELLBEING

- Maximum class size is 10
- 2 or 3 TLAs to a class
- Onsite wellbeing each Friday for staff
- Opportunity for progression including into teaching, mental health first aid and behaviour support
- Small provision where staff are eager to support one another and work together
- Access to the employee assistance programme
- A job where you feel you make a positive change to young people's futures
- Approachable Senior and Wider Leadership team – open to flexible working requests.

## LOCATION and FACILITIES

- We are co-located in West Thames College and staff have access to a range of West Thames perks such as use of the gym and access to heavily subsidised hair and beauty treatments
- 
- Some of our staff spend part of their week supporting at the West Thames Skills Centre based in Feltham
- There is parking onsite and we are a 20 minute train journey from Clapham Junction.



## A 'SAY YES' APPROACH TO CPD

- Great speakers which have included Ross Morrison McGill, Tom Sherrington, Jane Evans, Be Happy Project and Jaz Ampaw-Farr
- Well-stocked staff library, always open to suggestions
- Support for training in areas of interest in SEND, Education and behaviour
- Sustained CPD opportunities such as PBS Coaching, Mental Health First Aid, Be Happy Coaching
- Support for masters and other accredited CPD options including Level 5 diplomas.

## PENSION & PERKS

- Local Government Pension Scheme contributions.
- [Perkbox membership](#) including discounted gym membership, coffee, cinema tickets.
- [Cycle to Work](#) and season ticket loans
- [Health Cash Plan](#) to claim back costs a wide range of medical costs including dentistry, physio, chiropractors, optical care.

# Job description

<b>Job title</b>	<b>Sixth Form Teaching &amp; Learning Assistant</b>	<b>Team</b>	<b>The Rise Sixth Form Based at West Thames College</b>
<b>Job band</b>	<b>AaAST The Rise School TLA Pay Scales Band 2/3</b>	<b>Reporting to</b>	<b>Head of Sixth Form</b>
<b>Hours</b>	<b>37.5 Hours a week</b>	<b>Line manages</b>	<b>Not applicable</b>

Approved by:

Date: November 2025

## Role Purpose:

To deliver high quality teaching, learning and behaviour support using a behavioural approach (PBS) as part of a class team working with autistic children and young people. To support the Class Leader and Transdisciplinary Team in ensuring the efficient and effective running of the class to meet the day to day needs of the pupils.

### Key accountabilities and dimensions:

- Contribute and support to the overall vision and values of The Rise Sixth Form and School
- Use specialist knowledge and experience to support pupils' learning
- Work as part of a team and assist the class teacher to ensure quality education for the children
- Assist with the planning and delivery of individual support plans (or other pupil-specific plans)
- Provide clerical/administrative support to the assigned teacher, eg. Photocopying, typing, filing and record-keeping
- Monitor and evaluate pupils' progress and maintain pupil records where appropriate.
- Be aware of and support school policies and procedures
- Liaise with parents, carers and professional staff, including transdisciplinary staff, in order to promote the holistic learning objectives of each pupil
- Assist with the arrival and departure of children at the beginning and end of school sessions
- Assist pupils with UCAS forms or Apprenticeship paperwork
- Assist pupils with writing personal statements
- Develop and implement actions that will promote the integration of the pupil with his/her peers
- Attend to pupils' personal needs, including social, health, hygiene, first-aid and welfare matters
- Attend appropriate staff meetings and CPD Opportunities as requested
- Have the highest expectations of our pupils learning and behaviour
- Be aspirational for our pupils' future after school
- Support and attend Annual Calendar Events, Parents Evenings, Sixth Form Induction, Results day, Sixth Form Enrolment and Rewards evening
- Support the organisation of work-related learning/careers guidance and progress monitoring for Year 11, 12, and 13 future events, including work experience and work experience visits

### Training and professional development

- The jobholder is required to contribute to and support the overall aims and ethos of the school
- All staff are required to participate in training and other learning activities, and in performance management and development, as required by the school's policies and practice

#### Additional duties:

- Demonstrate a continual commitment to safeguarding and promoting the welfare of children and young people
- To uphold Ambitious about Autism policies to protect and safeguard pupils in order to secure their health, safety and wellbeing
- Demonstrate a continual commitment to the promotion of diversity initiatives and the sharing of best practice in line with Ambitious about Autisms Equality, Diversity and Inclusion policy and procedures
- Ensure the highest degree of confidentiality and data protection of all materials
- Demonstrate the vision and values of Ambitious about Autism in everyday work and practice, upholding the ethos of challenge and support where all pupils/learners can reach their full potential and maximise their engagement in learning
- Ensure all aspects of compliance related to this role are undertaken.

This job description is not exhaustive and reflects the type and range of tasks responsibilities and outcomes associated with the role. The post holder will be expected to also complete any tasks, as requested by the Head teacher.

# Person Specification

Role and band competencies	Essential
Specific knowledge, experience and technical skills	
1. Educated to at least GCSE Grade C standard or equivalent in English and Mathematics	X
2. Experience of working with children and young people with autism	X
3. Experience of managing challenging behavior	X
4. Commitment to the principles of positive behavior approaches and positive handling techniques	X
5. Ability to demonstrate an understanding and personal commitment to safeguarding and promoting the welfare of children and young people	X
Personal Attributes	
6. Excellent communication skills both verbal and written	X
7. Ability to communicate effectively with a range of stakeholders	X
8. Ability to work effectively as a member of a multi-disciplinary team	X
9. Good organisation, planning and prioritisation skills	X
10. Ability to work using own initiative	X
11. Ability to solve problems quickly and decisively and able to stay calm in a crisis	X
12. IT literate	X
13. Physically and emotionally resilient in order to work with children	X
14. Good appreciation of health and safety in the workplace, data protection principles and equal opportunities.	X

# How to apply

Stage	Timescale
Closing date for applications	Monday 1st June 2026
Candidates informed of outcome of application	Thursday 4 <sup>th</sup> June 2026
Interviews	Monday 8 <sup>th</sup> June 2026

If you would like to find out more about this exciting opportunity, need any further information or wish to have an informal discussion please contact **Ben Lowe** Recruitment Manager – [blowe@ambitiousaboutautism.org.uk](mailto:blowe@ambitiousaboutautism.org.uk)

## Equal opportunities monitoring

*Ambitious about Autism is fully committed to equality of opportunity and diversity and we warmly welcome applications from all suitably-qualified candidates. We welcome applications regardless of race, colour, nationality, ethnic or national origins, religion or belief, sex, sexual orientation, gender reassignment, marital or civil partner status, pregnancy or maternity, disability, or age. All applications will be considered solely on merit.*

*Ambitious about Autism is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an Enhanced DBS check.*



## Contact us

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☎ 020 3873 2202

✉ [sixthform@theriseschool.com](mailto:sixthform@theriseschool.com)

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**Ambitious about Autism** is the national charity for children and young people with autism. We provide services, raise awareness and understanding, and campaign for change. Through TreeHouse School, The Rise School and Ambitious College we offer specialist education and support.

Our mission is to make the ordinary possible for children and young people with autism.



Ambitious about Autism Schools Trust is an exempt charity in England and Wales and a registered company: 08335297.

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## How to find us

The Rise Sixth Form is located on the same site as West Thames College.

### Public transport

**Tube** – Osterley or Hounslow East, then either 117, 235, 237, E8 or H37 bus to West Thames College or 15-20 minute walk.

**Bus** – 117 from West London Mental Health Trust to Staines Bus Station, 235 from Three Fishes to Great West Quarter, 237 from Frampton Road to White City Bus Station, E8 from The Bell to Ealing Broadway Station/ Haven Green and H37 from Hounslow/ Blenheim Centre to Manor Road all stop outside the college.

**Train** – five-minute walk from Isleworth station.

### Travelling by car

There is a car park for staff, disabled students and visitors (entrance on Harvard Road). To book a space please contact The Rise Sixth Form. There are parking meters on the roads directly around the campus. The nearest free parking is on Osterley Road.

