



Dear Candidate,

Thank you for your interest in this role at Blatchington Mill School.

Teaching Assistant positions in Brighton and Hove schools are covered by generic job descriptions which give an overview of the level of responsibility. We find it helpful to provide some further detail about the day to day reality of a role.

This role is a vital pillar of our school community, ensuring that students from diverse linguistic and cultural backgrounds are successfully integrated and supported academically and pastorally.

The specialist Teaching Assistant will be responsible for **delivering learning activities** ranging from beginner and pre-intermediate groups to exam preparation. This may include leading example programmes such as the **Step-Up to English programme** or **Arts Award**.

To ensure our students' needs are met from day one, you will conduct initial EAL assessments and produce strategy sheets for teaching staff and other teaching assistants.

Major components of this role include **Admissions and Induction** and **Exam Access Arrangements**.

Your impact will extend beyond the classroom through **Pastoral Engagement** and **links with families** which will include signposting to external agencies and completing referrals for educational psychologists and speech and language therapists.

Furthermore, you will be a leader in **Whole School Initiatives and Staff Support**.

This role includes:

- **Delivering training**
- **Coordinating transition visits**
- **Managing enrichment activities**, such as lunch clubs
- **Leading school-wide celebrations** of diversity
- **Supporting Year 11 transitions**

If you are a proactive professional dedicated to fostering an inclusive environment where every student can thrive, we look forward to receiving your application.

Visits to the school can be accommodated, please feel free to contact us with any questions.

We hope that this further information will help you in your application for this important maternity cover role.

Sent on behalf of Blatchington Mill School