



Welcome to the Priestley Primary School

Our aim at Priestley is to help children become communicative, competent, confident young people who are more than ready for the next challenge in their educational journey. Although we strive to raise academic standards, we also feel that it is vitally important not to lose sight of the child as an individual.

'The school is highly inclusive, and its successes demonstrate your belief in equality of opportunity. You have continued to build on your vision of 'creating opportunity, releasing potential and achieving excellence.'

At Priestley, we value the contribution the children make to their own learning and to the learning of their peers around them. We believe it is important that children enjoy their time at Priestley and develop a healthy attitude to learning creating a bank of memories that will stay with them for years to come.

We believe that the all-round development of each child should be our primary focus, and that this is best achieved by building strong relationships with all our parents and carers; we look forward to a working partnership to ensure the very best for our children.

This is a very exciting developmental time at Priestley Primary School as we build on the many successes recognised in our 2024 Ofsted:

- We are leaving behind a period of significant uncertainty, following my appointment as substantive Headteacher from September 2025 - having been Interim Head since February 2024.
- We are ensuring that leadership is distributed so that members of staff have greater ownership and autonomy in their areas of responsibility.
- We are redeveloping the curriculum so that it reflects the needs and interests of the Priestley, Calne and wider communities.
- We are developing links with other schools and organisations to develop our offer and our professional expertise.

If you would like to be part of this journey, please get in touch - we would be delighted to answer any questions you have, show you around (if that's practicable) and receiving your application.

Mr L Coles
Headteacher



Ethos & Aims

The school's vision is:

'Raising Aspiration, Realising Ambition, Stimulating Curiosity'.
Confident to explore an unknown future.

Our mission or how we aim to achieve this vision is:

Placing Learning at the Heart of All We Do

Working in partnership with pupils, parents, staff, Governors and the wider community to provide a safe, happy stimulating and purposeful learning environment where high expectations are set so that all pupils are challenged to achieve their potential, socially and academically.

Our core values are:

Safety
Focus
Respect

The first is obvious, we would all like for everyone to be safe, and to be able to decide for themselves what is safe – independently. We would all like for children to be able to focus, so that they can move forwards – building on skills and knowledge, because education gives children choice in their future.

We would all like for everyone in our community to show each other (and themselves) respect, to allow each other to learn and develop as much as possible because every member of the school and its community is equally important. We will be talking to the children about this change in emphasis quite a lot, including using the three headings to sort out inappropriate behaviours, asking, for example, 'Was what you just did safe?' or 'Did what you just did, show respect to the other person?'.

About Our School

The school derives its name from the philosopher, chemist and educationalist, Joseph Priestley who discovered the existence of oxygen whilst in Calne.

Priestley Primary School is a community school. It is situated amongst several housing estates within half a mile of Calne's town centre. Traditionally one form entry, Priestley has enjoyed a period of expansion that may in time take it to two form entry. A strong aspect of the school is its spacious grounds which allow the children to access and enjoy three playgrounds and extensive grassy areas. We have worked hard to landscape the school grounds to best support all aspects of the children's learning with a wildlife area, dedicated outside teaching spaces, a range of fixed large play equipment and extensive areas to run and play.



Teaching Assistant's Job Outline

Post Title: Teaching Assistant – Fixed term Contract
Responsible to: Class Teacher / SENCo

The Teaching Assistant's job description adheres to the conditions laid down in the School Teacher's Pay and Conditions Document.

The school is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.

Main Purpose

We are looking for someone who is flexible and able to support across the school from EYFS through to KS2.

Key Accountabilities/Tasks

Support for Pupil(s)

- Under the specific supervision of the class teacher, to work with individuals and groups of pupils to deliver learning programs.
- To encourage pupils to interact with others and engage in activities led by the teacher.
- To assist with the general pastoral care of the pupils, including helping pupils who are unwell distressed or unsettled.
- To assist the pupils with personal needs as appropriate.

Support for the Teacher

- Have a sound knowledge and/or experience of the EYFS/KS1/KS2.
- Experience of, or willingness to train in, delivering Phonic and Speech and Language programmes.
- Use strategies, in liaison with the teacher, to support pupils to achieve their learning objectives and goals.
- To provide regular feedback to teachers on pupils' achievement and progress.
- To provide feedback on pupils in relation to progress and achievement under guidance of the teacher. This may include feedback on pupil progress in meeting Individual Education Plan targets.
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed
- To be aware of the planning of work and activities.
- To provide general clerical support to the teacher.

Support for the School

- To be aware of and comply with policies and procedures relating to child protection, health, safety and security, SEN/Inclusion and data protection reporting all concerns to the appropriate named person.
- To assist with the supervision of pupils out of lesson time but during the school day, within contracted hours as necessary for their safety.
- To accompany teaching staff and pupils on visits, trips and out of school activities within contracted hours as required
- To assist with the general pastoral care of pupils, including helping pupils who are unwell, distressed or unsettled.
- To attend relevant meetings and participate in training opportunities and professional development as required.
- To attend relevant meetings and participate in relevant training and performance development as required
- To adhere to school health and safety policy including risk assessment.
- To adhere to school policy on equality and diversity

Support for the Curriculum

- To assist with the development of foundational English, Maths and IT skills and to support their use in learning activities.
- To undertake broadly similar duties commensurate with the level of the post as required by the head teacher



Teaching Assistant Person Specification

The Person Specification is related to the requirements of the post as determined by the Job Description. Short listing is carried out on the basis of how well you meet the requirements of the Person Specification. You should refer to these requirements when completing your application. Short listed candidates will be required at interview to complete a variety of activities directly related to the Person Specification, forming an evidence base for the appointment.

Qualifications and Professional Development

Essential

- Good numeracy and literacy skills, GCSE Grade C or above.
- Knowledge of child development
- Good understanding of the National Curriculum
- Good understanding of child development and learning.

Desirable

- Experience of working within a primary school environment.
- Have a sound knowledge and/or experience of primary education.
- Have experience of delivering phonic or speech & language programmes.

Knowledge, Skills & Competences

Essential

- Ability to work well as part of a team.
- An understanding of classroom roles and responsibilities.
- Able to use basic IT including computer, audio equipment and photocopier.
- Good keyboard skills and knowledge of relevant IT packages
- Knowledge of relevant policies and codes of practice and awareness of relevant legislation.
- Ability to relate well to children.
- Ability to relate well to adults
- Ability and willingness to identify own training needs and participate in training.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school

Thank you for your interest in the vacancy at our school.

Within this pack you will find information about:

- Details of the Recruitment Process
- The School
- An Application Form

We look forward to receiving your application.

Recruitment Process

Timetable

Closing Date: Thursday 16 July 2026 - midday
Interview: w/c 20 July 2026
Start Date: Tuesday 1 September 2026

Application

Please complete the application form enclosed and submit a letter of application, giving evidence of your experience in relation to the criteria listed in the Job/Person Specification.

You are requested to supply the names and addresses of at least two referees on the application form. One of these should be your present, or last, employer. As this post involves working in a school, we will be looking for information which supports the suitability of candidates for working with children.

Applications should be sent to:

Mr L Coles
Headteacher
Priestley Primary School
Prince Charles Drive
CALNE Wilts
SN11 8TG

or email:

lcoles@priestley.wilts.sch.uk

If you have any questions about this vacancy, please email the headteacher on
lcoles@priestley.wilts.sch.uk

Short-listed candidates will be contacted on by telephone/email. Please provide preferred email address should you be successful. If you do not receive an email by the interview date, thank you for your interest in working at Priestley Primary School but on this occasion, you have not been shortlisted.