



WINDERMERE SCHOOL

FOUNDED 1863

CANDIDATE INFORMATION

Teaching Assistant



ABOUT WINDERMERE SCHOOL

Windermere School is nestled on a hillside within 45 acres of the National Park landscape that has been the inspiration for world-famous artists, poets, and authors. It is a sanctuary and an antidote to congested city life, a fascination to scientists, a home for adventurers and a World Heritage site.

If you are looking for somewhere which is friendly, adventurous and hard-working; which has a strong sense of community and a clear drive; which seeks an ambitious future through its actions today; and most importantly a place with its pupils' wellbeing and character formation at its heart, then you are looking in the right place.

We teach the International Baccalaureate at Sixth Form, both as a Diploma and as a Career Pathway, with vocational courses in Adventure and Business. The greater advantages the IB bestows on students heading to university ([click here for more](#)) and the innovative approach we have taken to our GCSE curriculum, mean that our pupils acquire both the breadth and depth of education to flourish in a rapidly-changing world.

The school has been a member of the Round Square movement for over 50 years. Founded by Kurt Hahn, who famously said, 'There is more in us than we know if we could be made to see it,' the Learner Profile of the IB integrates closely with his vision and we live closely by the IDEALS (internationalism, democracy, environmentalism, adventure, leadership and service) with every pupil through the school for Pre-Prep to Sixth Form.

At Windermere School you will be part of a team that cares for children, for each other and for you. You will have opportunities to participate in the development and growth of the school and find greater purpose in the work you do.

THE BENEFITS OF WORKING AT WINDERMERE



Pension Scheme

Windermere School offers a generous employer pension contribution



Meal Allowance

Free and delicious three course lunch daily



Fee Remission

Up to 70% for full time permanent teaching staff



Counselling Service

24-hour independent helpline for staff



Free Onsite Parking

Free onsite parking provided for staff across all campuses



Free Online Training

Access to free online TES training courses



Gym and Pool Access

Staff discount at local gym and pool



Laptop Provided

A work laptop provided for all teaching staff



Staff Refreshments

Tea, coffee and snacks provided in the staff room

SUMMARY OF THE ROLE

Job Title

Teaching Assistant

Position Type

37.5 hours per week

Salary

£20562.15 per year

Closing Date for Applications

1 February 2026 Early applications encouraged – interviews may be held sooner

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

- Good literacy and numeracy 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.

The School operates a No Smoking and Vaping policy within its buildings and grounds.

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 |
|--|-----------|-----------|
| Good literacy and numeracy 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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