



THE DIOCESE
OF GLOUCESTER
ACADEMIES TRUST
unlocking potential

KS1/EYFS Teaching Assistant

Recruitment Pack

Minchinhampton Primary Academy





Dear Applicant,

Thank you for your interest in the post of KSI / EYFS - Teaching Assistant.

Minchinhampton Primary Academy is part of a wider family of schools. Originally established in 2012 as one of the first Diocesan Multi-Academy Trusts, The Diocese of Gloucester Academies Trust is now recognised as a successful and growing Trust. There are currently 24 primary schools within the Trust family, including 22 church schools and two community schools.

I hope the information enclosed in this pack, along with the job description and person specification will provide you with a helpful context for this role. You may also find our school website www.minchacademy.net and the Trust website - www.dgat.org.uk - useful sources of information.

If you would like an informal chat to inform your decision about applying for the role I would be pleased to hear from you. I'm sure you will find that we have much to offer. Details of how to contact me can be found on page three of this pack.

The closing date for completed applications is 5pm Monday 13th October 2025. Interviews are scheduled to take place on Friday 17th October 2025 (to be confirmed).

To submit your application please email the completed form to recruitment@dgat.org.uk before the closing date.

Yours faithfully

N Moss

Mr N Moss
Headteacher



The Diocese of Gloucester Academies Trust seek to appoint an

KSI / EYFS - Teaching Assistant

The governing body is looking to recruit a Teaching Assistant. This post is offered on a fixed term basis until August 2026. Candidates need to be passionate about teaching and learning with an uncompromising, relentless commitment to getting the best out of all the pupils.

This is a term time only, with the usual working pattern being Monday to Friday 08:30am – 3:30pm with one hour unpaid lunch.

The post is offered as a salary of £24,796 - £25,989 pro rata fixed term to 31st August 2026

This is a part-time post for 30 hours per week

Further details and an application form can be downloaded from the vacancy area of our website www.minchacademy.net. If you would like an informal conversation about the role, please contact Mr Moss on 01453 883273 or email admin@minch.dgat.org.uk.

Closing date for applications is Monday 13th October 2025.

Other information that might help you decide if this is the role for you

Usual working days and times:	8.30am – 3.30pm daily with one hour lunch break
Work environment	classroom
Employee benefits:	<p>Free and confidential employee assistance programme available 24/7</p> <p>High quality professional development – please see the DGAT Continuous Professional Development and Learning Brochure for more information here: https://www.dgat.org.uk/cpdl-and-events</p> <p>A range of clear and supportive policies.</p> <p>An annual wellbeing survey and access to an online wellbeing toolkit.</p>



The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate. The Trust also requires consent from applicants to carry out online searches of publicly available information, including social media, prior to interview.

All posts are subject to satisfactory references.

Background Information

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are currently twenty-one primary, one junior and two infant schools within the Trust. Twenty-two of the schools have Church of England designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

Our vision is to enable all to flourish.

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

Our aims are to be:

- Authentically Christian
- Boldly passionate about excellence in learning
- Relentlessly driven in our aspiration for everyone

Our core principles:

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
- Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
- We act with integrity; we are open to challenge and we are reflective about our practice
- We treat everyone with dignity and respect
- Through collaboration, in a nurturing community, we grow, learn and achieve



In order to support our family of schools, DGAT provides the following support:

- School Improvement
- Christian Character
- HR and Legal
- Finance and Business
- Premises and Insurance
- Compliance and GDPR
- Governance

Job Description

See separate sheet

Other

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within their skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

Diversity, equity, and inclusion are at the core of who we are. Our commitment to these values is central to our vision and to our impact. We know that having varied perspectives that are representative of the communities we serve helps generate better ideas to solve the complex problems of a changing and increasingly diverse world.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

Person Specification

See separate sheet