Graven Hill Primary School
Graven Hill Road, Graven Hill, Bicester, Oxon, OX25 2BF
Telephone: (01869) 690296
E-Mail: Info@gravenhillprimary.school

Reception Teaching Assistant with option of After School Club
Level 2 or Level 3
Permanent Full Time/Part time - Term Time Only
32.5hrs per week (flexibility on hours and working pattern)

Graven Hill is a new 2 form entry primary school with a 90-place preschool taking children from the age of 2. This brand-new school opened in September 2023 in the heart of the Graven Hill development on the edge of Bicester. The school is part of the Warriner Multi Academy Trust family of schools.

As a rapidly expanding school we are seeking to appoint enthusiastic, dedicated and experienced Teaching Assistants to join our thriving and successful team in our Reception Class. There is also the option to include an After School role within the contract. Working hours and pattern can be agreed at interview due to options available. However, if the role of After School Club is to be included then the hours of 3.15pm-5.15pm must be covered.

These posts are paid at Grade 4 (Points 4-5) £26,017-£26,429 for Level 2 qualification and Grade 6 (Points 8-13) £27,710-£30,024 Pro Rata for Level 3 qualification.

What we are looking for someone who has:

- Motivation and a true passion for all children to achieve their potential
- High expectations of themselves and the young people
- Initiative, dedication, and energy
- Excellent communication, literacy and numeracy skills
- A commitment to team working and understands the importance of strong working relationships

What we offer:

- A school with a clear moral purpose and drive for 'excellence for all our students'
- Excellent opportunities for career progression and development opportunities
- A clear staff well-being strategy package that includes our confidential Employee Assistance Programme with access for all staff to Face-to-Face Counselling, Stress Management, 24/7 GP access, Physiotherapy, Menopause Counselling and Support, Men's Mental Health Wellness, Bereavement Support, Nurse Support Service, Maternity & Paternity Support and Financial Wellbeing Support

Application Procedure
A job description and application form is available from our Trust website: Vacancies - Warriner Multi-Academy Trust (warrinermultiacademytrust.co.uk) or via email recruitment.4007@warriner.oxon.sch.uk

If you would like to discuss the role or find out more, please contact: Angie Riley, office manager, at a.riley@gravenhillprimary.school

Please note we can only accept CVs as supporting documentation when submitted along with a fully completed school application form.

Closing Date Monday 30th November 2026

The Warriner Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share and demonstrate this commitment.
This post involves regulated activity with children and is exempt from the Rehabilitation of Offenders Act 1974. The successful applicant will be subject to an Enhanced DBS check with Children's Barred List check, together with other relevant pre-employment checks. It is an offence to apply for this role if you are barred from engaging in regulated activity with children.
Online searches may be conducted on shortlisted candidates in accordance with Keeping Children Safe in Education (KCSIE).
We are committed to equality of opportunity and welcome applications from all sections of the community.