

**WE TEACH  
THE  
FUTURE**

**APPOINTMENT OF  
TEACHING  
ASSISTANT**

**WINCHESTER  
HOUSE** 

THE *Stowe*  
GROUP



**“There’s magic in  
the air at WHS”  
Tatler Schools Review**

# WELCOME

I first fell in love with Winchester House on a cold, blustery day when I was greeted not by silence, but by the joyful voices of a group of pupils singing with infectious enthusiasm. It was a moment that captured everything special about this school: a place where children feel safe to express themselves, where learning is filled with curiosity and laughter, and where every pupil is known personally.

Winchester House blends tradition with innovation, and academic excellence. Our small class sizes, dedicated tutor system and specialist teaching from Reception upwards ensure a truly personalised education. Beyond the classroom, our extensive facilities, including a state-of-the-art Astroturf, Science laboratories, and a Secret Garden, provide opportunities for exploration, play and challenge.

Above all, Winchester House is a place where children develop as individuals, learning not just facts, but the skills and confidence to shape their futures. It is a school that lives by its motto: Non Nobis Solum—Not for ourselves alone.

Please do not hesitate to get in touch with any questions regarding your application.

**Antonia Lee**  
Head



# ABOUT

**Set in the heart of Brackley, on the borders of Northamptonshire, Oxfordshire, and Buckinghamshire, Winchester House is a day and boarding prep school for children aged 3 to 13 years.**

We're town school with an adventurous spirit, with extensive playing fields, an outdoor pool and a magical Secret Garden for outdoor learning, our pupils return home (or to their boarding house) each day enriched, inspired, and, more often than not, a little bit muddy!

Winchester House is a place of exploration, curiosity, and opportunity—where ambitious minds, risk-takers, and creative thinkers are nurtured in a warm, family-friendly environment.

Here, learning is an adventure, and every child is encouraged to embrace challenge, develop resilience, and find joy in their successes.

Our Creative Curriculum, introduced in Nursery and running through to Year 4, immerses pupils in term-long topics that spark curiosity and independent

thinking. From Year 5 onwards, pupils move into a specialist subject model, preparing them for Common Entrance with an inspiring and rigorous academic programme.

Small class sizes, passionate teachers and specialist subject instruction from an early age provide the foundation for success - many of our pupils go on to achieve scholarships at leading senior schools.

But academic results are just one part of the story. A Winchester House education extends far beyond the classroom. Our co-curricular programme is designed to ignite new passions and develop well-rounded individuals. Whether through Sport, Drama, Music, outdoor education, or community engagement, our pupils grow in confidence, develop leadership skills, and learn the value of teamwork, creativity, and perseverance.

At Winchester House, our motto *Non Nobis Solum*—Not for ourselves alone—runs through the heart of everything we do.







**In January 2021, Winchester House became part of The Stowe Group. The Stowe Group comprises Stowe School, Swanbourne House School, Winchester House School and Ashfold School. The Group's formation has given pupils and staff at Winchester House access, not only to Stowe's world-famous estate, but to its expertise in teaching and learning as well as governance. The Stowe Group launched its Change Makers vision along with the Change 100 programme to raise £100m for transformational bursaries. The Stowe Group is part of Allied Schools, an association of independent schools which uphold the Protestant and Evangelical principles of the Church of England.**

The Stowe Group does not aim to produce stereotypes or mould pupils into conventional all-rounders. Change Makers are encouraged to grow in their own way and celebrate the differences between them. Nurturing the emotional, physical and mental well-being of each pupil is of paramount importance and our culture is characterised by teamwork, collaboration and mutual respect. Mindful of their ethical, intellectual, physical and social development, we educate and support our pupils to achieve fulfilling lives. Our goal is to inspire pupils and staff to be Change Makers who will shape positive futures for themselves, their families and the global community.



Through a broad and inclusive education, pupils are educated and prepared for life. They gain knowledge and understanding in a wide range of academic disciplines as well as developing core skills in critical thinking, intellectual curiosity, innovation, communication, technology, creativity, team-work and collaboration, self-reflection and lifelong engagement. Excellent facilities support our educational aims and are shared with the wider community. We strive for excellence and celebrate achievement, valuing education as a journey and not a destination in the belief that all pupils can exceed their potential. Learning is learnable and everyone can improve.

Our aim is to encourage personal development by creating a flourishing, vibrant, cohesive, caring and socially inclusive community which embraces pluralism, diversity and intercultural understanding. We celebrate differences by giving everyone a voice and then listening to multiple viewpoints. We believe it is our collective responsibility to develop the cognitive, physical, emotional and spiritual well-being of everyone in our community.

We are committed to the development of character, with particular emphasis on tolerance, resilience, honesty, humility, courage, compassion, gratitude and service. While many pupils compete at the highest level in sport, our aim is to provide a wealth of co-curricular activities which pupils of all abilities can access and enjoy. Through teaching, coaching and counselling, we will do our utmost to support pupils to be their best, do their best and feel their best. We honour the legacy of Change Makers from the past by looking forward to a future where wealth is not a barrier to success. We are building an endowment to support Change 100 which will promote social mobility by allowing unprecedented access, regardless of financial means or circumstances, to a Stowe Group education. We have developed partnerships with local schools, explored international opportunities and strategic links with universities, businesses and NGOs. We strive to attract and retain employees of the highest calibre.



# TEACHING ASSISTANT

**Department: Pre Prep Bradshaw**

**Accountable to: Head of Pre Prep**

**Start date: 1 September 2026**

**Hours: 20 hours per week, 1pm – 5pm Term Time (34 weeks)**

## PURPOSE OF THE ROLE

To work with a class or range of Early Year classes, to provide appropriate support for pupils in a range of curriculum areas.



# KEY RESPONSIBILITIES

- Work effectively as part of a team by contributing to quality teaching and learning
- Use effective behaviour management strategies consistently in line with the school's policy and procedures
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Use ICT skills to advance pupils' learning
- Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role
- Read and understand lesson plans shared prior to lessons, if available
- Prepare the classroom/learning support area for lessons
- Use allocated time to devise clearly structured activities that interest and motivate learners and advance their learning
- Plan how they will support the inclusion of pupils in the learning activities
- Contribute to after school care and activities
- Communicate effectively with the class teacher, Head of Bradshaw, the Learning Development team, other staff members and pupils, and with parents and carers under the direction of the Head of Bradshaw
- Communicate their knowledge and understanding of pupils to the SENDCo and other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- Understand their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders and SENDCo, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures
- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community
- Respect individual differences and cultural diversity

**Dated: May 2026**



**Person Specification:** The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form.

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Strong academic record including Maths and English GCSE grade C (or equivalent) or above. (Please include this information in your application form).</li> <li>• Qualifications in childcare Level 3 or above .</li> <li>• Good Higher Education or Further Education qualifications.</li> </ul>	<ul style="list-style-type: none"> <li>• First aid qualification</li> </ul>
Specialist Skills and Experience	<ul style="list-style-type: none"> <li>• Experience of supporting children within the EYFS or Key Stage 1.</li> <li>• Experience of working in a school and/or nursery context.</li> <li>• Excellent literacy knowledge and skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of:</li> <li>• Teaching and supporting children with SEN.</li> <li>• Working with and supporting children with challenging behaviour.</li> <li>• Running intervention programmes.</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• Enjoy working with children.</li> <li>• Able to have a good rapport with children.</li> <li>• Dedicated to safeguarding and promoting the welfare of children.</li> <li>• Enthusiastic, hardworking, flexible and motivated.</li> <li>• Team player and excellent interpersonal skills.</li> <li>• Good verbal communication skills including ability to communicate effectively with carers and parents.</li> <li>• Able to take the initiative.</li> <li>• Confidentiality and sensitivity.</li> <li>• Willingness and ability to undertake lunchtime duties and wrap around care</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to work with and manage children with challenging needs – EAL, SEN and very able pupils.</li> <li>• Ability and experience of communicating with parents within a school or nursery context.</li> <li>• Good IT skills.</li> <li>• Skills and interests that could help enrich children’s learning e.g. MFL, cooking, gardening, music and so on.</li> <li>• Willingness and availability to undertake some breakfast club (7.45-8.30am) and/or after school club (3.45-6.30pm) duties as required.</li> </ul>

This job description and Person Specification reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder



In the role we are looking for **Change Makers** who are:

<b>Professional</b>	1	2	3	4	5
<b>Creative Problem Solvers</b>	1	2	3	4	5
<b>Kind</b>	1	2	3	4	5
<b>Flexible</b>	1	2	2	4	5
<b>Collaborative</b>	1	2	3	4	5
<b>Communicator</b>	1	2	3	4	5

**Value scales:**

1. This value is the least important to the role
2. This value has some significance to the role
3. This value is desirable to the role but not essential
4. This value is important to the role
5. This value is essential to the role

# COLLEAGE BENEFITS

For more details on all benefits, please follow this link:  
[www.stowe.co.uk/our-people/working-for-us/colleague-benefits](http://www.stowe.co.uk/our-people/working-for-us/colleague-benefits)



## Enhanced holiday entitlement

Your contract will provide details of the exact holiday entitlement you will receive



**Volunteer leave**  
Up to 2 days paid leave for volunteering



**Free refreshments**

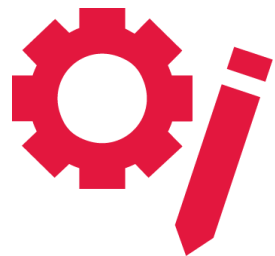


**Enhanced holiday entitlement**  
Your contract will provide details of the exact holiday entitlement you will receive



**Each person reward and recognition**  
Discounted shopping, cashback and access to diesel fuel card

**Shopping discounts**  
Through the 'Discounts for Teachers' website



**Learning and Development opportunities**



**Wraparound childcare**  
Free wraparound childcare available for all colleagues at Prep Schools



**Free annual flu vaccine**



**£89 Annual Golf Membership**  
For you and immediate family (applies to permanent colleagues only)



**Employee wellbeing programme**  
Including free access to counselling services, physiotherapy and more

# YOUR APPLICATION

To apply you will be redirected to The Stowe Group recruitment hub, where you will be required to submit a full application form.

If you need any help with the application process, please contact [recruitment@stowe.co.uk](mailto:recruitment@stowe.co.uk) or call 01280 818005.

Salary:£10,542 per annum

Offers of employment are made subject to receipt of satisfactory references, DBS clearance and online background check carried out by our third-party partner, SP Index.

This job description reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks.

**The Stowe Group is committed to providing outstanding safeguarding of the children in our care. You will be required to adhere to the School's safeguarding policy and guidelines and ensure that the safeguarding of children underpins everything that you do. Every member of staff of The Stowe Group has the responsibility to safeguard children.**



A photograph of three children in soccer uniforms walking away from the camera on a grassy field. The child on the left is wearing a dark hoodie and shorts. The child in the middle is wearing a dark short-sleeved shirt and shorts. The child on the right is wearing a dark short-sleeved shirt with red and white stripes on the sleeves and shorts. The background shows a building and a goalpost.

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