

2 YEAR OLDS

Level 3 Early Years Foundation Stage (EYFS) Teaching Assistant

Mowden Hall School



RADLEY
SCHOOLS GROUP



From the Head

May I offer an extremely warm welcome from Mowden Hall School. Every child deserves their schooldays to be magical. We want all our children to feel at home here, with time and space to grow and develop, whilst enjoying their childhood in a nurturing, caring and creative environment.

I believe that as a school, we have a responsibility to provide our pupils with as many opportunities as possible - academic, co-curricular and pastoral. Every stage of education is preparation for the next, but it is not enough to simply prepare children for the challenges that lie ahead. We need to inspire our children, to bring curiosity and excitement to every lesson, to every experience.

We are fortunate to have beautiful grounds, excellent facilities and staff who are both dedicated and talented. This collectively ensures Mowden Hall School is a very special place. We all have the same aim, which is to provide educational excellence for the children in our care. This is an extremely happy school, in which relationships are built on kindness and respect.

Our ambitions for our children are wide-ranging, but we know that the most lasting future successes will be based upon developing their confidence, and an open-minded and creative approach to life and learning.

Best wishes,
Phil Sturt



About Mowden Hall School

Mowden Hall is a leading independent, co-educational boarding and day school for 230 children aged 2 to 13, nestled in the picturesque Northumberland countryside, just fifteen miles west of Newcastle. The Nest Nursery (2 year olds), Treetops Nursery (3-4 year olds) and Pre-Prep (Reception - Year 2) are located on the same site and share excellent facilities with the Prep School (Year 3-8), fostering a seamless learning environment. The Prep School embraces a strong boarding ethos, with a significant number of pupils choosing to board.

Set within 50 acres of stunning grounds, with breathtaking views across the Tyne Valley, Mowden offers a rich and holistic educational experience. We believe education extends beyond the classroom, as we encourage the development of skills and interests. While academic excellence is a cornerstone of our ethos, equal importance is placed on sport and a vibrant extracurricular programme to nurture well-rounded individuals.

Pupils from Mowden Hall transition to a diverse range of prestigious senior schools, including Oundle, Eton, Rugby, Sedbergh, Ampleforth, and top Newcastle day schools. In recent years, students have earned scholarships across

various disciplines, and since September 2007, every pupil has gained entry to their chosen senior school at 13+.

The school maintains high expectations for all its pupils and takes pride in their achievements. Rated "Excellent" across all areas in the most recent ISI Inspection, Mowden Hall continues to thrive, with enrolment increasing by over 20% in the last four years. A dynamic and stimulating curriculum, delivered by dedicated and passionate staff, ensures that pupils leave Mowden Hall exceptionally well-prepared to continue their education at the country's leading secondary schools.

At Mowden, we believe that good character creates a values-driven culture, which can help to improve attendance, behaviour, wellbeing and attitude to learning. Our six Mowden Character Values are **Kindness, Community, Resilience, Communication, Honesty** and **Independent Thinking**.

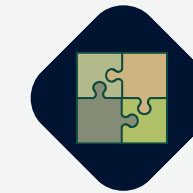
Mowden Hall is a member of Radley Schools Group, which has eight schools across England and provides exciting opportunities for staff development, financial management, and curriculum innovation.



Independent Thinking



Honesty



Community



Resilience



Kindness



Communication

The Role

Mowden Hall School is seeking a passionate and dedicated Level 3 EYFS Teaching assistant to join our supportive and dynamic Early Years team.

We are looking to appoint an enthusiastic, committed and experienced individual to work closely with our Pre-Prep staff. The successful candidate will play a key role in supporting high-quality teaching and learning, helping to ensure every child is nurtured, challenged and able to reach their full potential.

Line Manager: Head of Pre Prep.

Hours of Work: Working hours are 08:00–16:00, offering an excellent work-life balance, with opportunities for additional hours and flexibility to increase working time depending on the number of children in attendance.

Contract Type: Fixed Term 12 months.





Roles and Responsibilities

Responsible to: Head of Pre-Prep

Hours of Work: Working hours are 08:00–16:00, offering an excellent work-life balance, with opportunities for additional hours and flexibility to increase working time depending on the number of children in attendance.

Contract Type: Fixed Term 12 months

Salary: Competitive

Key Responsibilities:

- Support the planning and delivery of creative and stimulating EYFS activities.
- Provide a safe, caring, and inclusive environment for all children.
- Observe, assess, and record children's progress in line with the EYFS framework
- Work collaboratively with teachers and colleagues to support individual learning needs.
- Promote positive behaviour and social development.
- Build strong relationships with children, staff, and parents.

cont.

Person Specification

The successful candidate will fit the following profile

- A commitment to safeguarding and promoting the welfare of children.
- Professional experience working in an EYFS setting.
- Hold a DfE approved full and relevant Early Years qualification that meets the requirement for working in ratio in the Early Years Foundation Stage.
- Pediatric First Aid trained.
- Commitment to the personal and educational development of pupils and to an ethos of respect and kindness.
- High levels of communication skills in English, both written and spoken, to enable effective communication with pupils, colleagues and parents.
- Calm and empathetic, especially under pressure.
- Self-motivation and high levels of organisational and self-management skills.
- Commitment to personal professional development, and therefore a willingness to develop one's own skills.
- Ability to work cooperatively within a team.
- Proven ability to develop effective professional relationships with pupils, colleagues and parents.
- Maintains and respects confidentiality.





Salary and Benefits

The salary will be on the RSG pay scale and related to experience and qualifications. You will automatically be enrolled in the Aviva Pension Scheme for Independent Schools.

Other benefits include an employee assist programme, free food whilst working and free parking. All permanent staff are entitled to a 50% discount on School Fees (subject to terms and conditions).

Medical Fitness

Any offer of employment will be conditional upon the appointee's fitness to carry out the role. New employees will be asked, following an offer of employment, to complete a questionnaire regarding medical fitness.

Recruitment Checks

Mowden Hall requires all new employees to complete an enhanced level criminal background check through the Disclosure and Barring Service. It is a condition of employment that the employee should not have been convicted of a criminal offence against children, nor have been dismissed from or resigned from a previous employer for misconduct of a similar nature. Having a criminal record is not necessarily a bar to employment; it will depend on the nature, circumstances and background of the offence. References will be taken up before interview for any shortlisted candidate in line with KCSIE guidelines.

All appointments are made in accordance with our Equality Policy and applicants should let us know of any special needs they may have so that adjustments can be made if required.



Application Process

To apply, please complete the [Mowden Hall Application Form](#). CVs will only be accepted if accompanied by a completed Application Form. **The deadline for applications is 12 noon, Wednesday 30 September 2026**, but we reserve the right to consider applications as they arrive.

Interviews will be arranged following the closing date.

For an initial discussion regarding the role, please contact Mrs Kirsten Knight, Head of Pre-Prep, on 01661 842147 or email: kknight@mowdenhall.org.uk.

Please apply early; we reserve the right to close applications when we reach a sufficient level and quantity of candidates.

No agencies please.

Mowden Hall School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment would be subject to: references satisfactory to the Prep Schools Trust, enhanced Disclosure and Barring Service Check; proof of right to live/work in the UK, and evidence of stated qualifications.

Mowden Hall believes in diversity and inclusion and would like to create a workforce as diverse as our pupils. We would welcome applications from those in ethnic minority groups who are currently underrepresented.