



THE DIOCESE
OF GLOUCESTER
ACADEMIES TRUST
unlocking potential

EHCP Teaching Partner

Recruitment Pack

Christ Church CofE Primary School





Dear Applicant,

Thank you for your interest in the post of EHCP Teaching Partner.

Christ Church CofE Primary School 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 25 primary schools within the Trust family, including 23 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 [Christ Church C of E Primary - Home](#) 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 26 June 2026. Interviews are scheduled to take place on 2 July 2026.

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

Yours faithfully

Mrs Kerry Pope

Headteacher



The Diocese of Gloucester Academies Trust seek to appoint an

EHCP Teaching Partner

Christ Church C of E Primary School (Academy Status) is a happy and caring one-form entry Church School in the heart of Cheltenham (210 children). It also has an attached Communication and Interaction Centre (10 children), which is managed on a day-to-day basis by a teacher in charge.

We are seeking to appoint an excellent EHCP Teaching Partner (EYFS) to be a part of our dedicated and caring team. We are looking for someone with SEND experience, to support pupils with EHCP provision, within the classroom setting. This will involve midday supervision. The applicant should be able to adapt the learning and provide interventions, under the direction of the Class Teacher and SENDCO, and provide integrated, specialist support across specific areas of need, delivering a combined programme of communication, cognition, SEMH and physical development throughout the school day.

The applicant will need to monitor and evidence progress towards the EHCP outcomes, and will be an active participant in the ECHP process.

If you are a caring and enthusiastic team player with a passion for learning and helping children to be the best they can be then we would welcome the opportunity to hear from you.

We are looking for someone who:

- Has the ability to motivate and inspire children
- Is passionate about making a difference to children's lives
- Is a committed team member
- Is able to quickly develop and establish excellent relationships with children, parents, governors and all members of our school family
- Will support the Christian ethos and values of the school
- Maintains a clear, calm and consistent approach to working with children, parents, other staff and lead professionals



This is a full time post for 28.2 hours a week, 25.7 hours for Teaching Partner role, 2.5 hours are for MDSU role.

The post is offered as a salary of grade 5 for Teaching Partner hours on a fixed term basis. MDSU hours are at grade 3.

The start date is 1 September 2026.

If you would like an informal conversation about the role, please contact Claire Pendlebury SENDCo via school office on admin@christchurch.dgat.org.uk or via 01242523392.

Closing date for applications is **2 July 2026**.

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

Usual working days and times:	Mon to Friday am/pm
Work environment	Classroom
Dress code:	Smart/casual
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>

Please note:

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-two primary, one junior and two infant schools within the Trust. Twenty-three 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

School is Trust and Trust is School

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

Job Title:	EHCP Teaching Partner
Responsible to:	Class Teacher/SENDCo/Headteacher
Line Management:	SENDCo
Contract Type:	Fixed term linked to EHCP

Main Duties and Responsibilities (EHCP Teaching Partner)

- Provide consistent, nurturing 1:1 or small group support to a pupil with an EHCP, promoting independence, confidence and self-esteem across the school day.
- Work closely with the class teacher and SENCo to adapt and deliver learning activities, ensuring provision aligns with EHCP (Section F) requirements.
- Engage the pupil proactively in learning, delivering in-the-moment scaffolding, modelling and intervention across both structured activities and play.
- Support planning where required and contribute to the implementation of targeted interventions and specialist programmes.
- Monitor, assess and record progress against EHCP outcomes through daily observation, informal assessment and evidence gathering, adapting provision responsively to need.
- Provide clear feedback on pupil engagement, achievement and development.
- Embed communication and language strategies (including SALT-informed approaches) throughout all interactions, including structured language programmes, narrative work, and attention/listening activities.
- Deliver cognition and learning support through a blended approach of short structured sessions and continuous in-class assistance.
- Act as a consistent key adult, promoting positive behaviour in line with school policy and supporting social, emotional and behavioural development, including emotional regulation and peer relationships.

- Support attention, engagement and sensory regulation through flexible, responsive strategies integrated into everyday practice.
- Integrate fine motor and early writing support into daily activities, alongside short targeted sessions and ongoing practice opportunities.
- Work collaboratively within a multi-disciplinary team, implementing advice from external professionals such as SALT, OT, educational psychologists and advisory teachers.
- Attend My Plan meetings, EHCP annual reviews and other relevant meetings with the SENCo.
- Supervise pupils during break and lunchtime as required.
- Participate in appropriate training and professional development opportunities.
- Carry out any additional duties reasonably requested by the Headteacher, Senior Leadership Team or class teacher.

Standards and Quality Assurance:

- To support the ethos, aims and values of the school.
- To follow and implement school policies and procedures.
- To set a good example in terms of dress, punctuality and attendance.
- To undertake professional duties that may be reasonably assigned by the Head Teacher, Senior Leadership Team and class teacher.
- To be proactive in matters relating to health and safety and be committed to safeguarding pupils.

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

	Essential	Desirable
Personal Values		
Committed to actively promoting the Christian ethos and values of the school	x	
Committed to the school's vision	x	
Qualifications		
Basic skills in English and Maths, GCSE or equivalent	x	
NVQ or equivalent childcare qualification, ICT skills		x
Experience		
Experience supporting children with SEND	x	
Ability to deliver multiple interventions within a fluid, integrated approach	x	
Speech and language programmes		x
Sensory / regulation strategies		x
Early development approaches		x
Understanding of EHCPs and graduated approach		x
Personal qualities		

Good written and oral skills	x	
Strong communication and teamwork skills	x	
Resilient, adaptable and nurturing	x	
Well-motivated with the ability to use own initiative	x	
Commitment to safeguarding and inclusion	x	
Excellent organisational skills and attention to detail	x	
Reliable and punctual	x	
Able to work efficiently and accurately under pressure and to prioritise tasks	x	
Confident in dealing with a variety of stakeholders	x	
Professional and honest	x	
Additional Requirements		
A DBS will be required prior to appointment	x	
Good health and attendance record	x	
Excellent and unequivocal references	x	