



PRINCE'S MEAD

TEACHING ASSISTANT

FULL-TIME
FIXED-TERM CONTRACT

October 2025

at Prince's Mead School
Winchester

Prince's Mead School, Worthy Park House, Kings Worthy, Winchester, Hampshire SO21 1AN
01962 888000 | princesmeadschool.org.uk | [@princesmeadschool](https://www.instagram.com/princesmeadschool)



A word from Adam King, the Headmaster:

Thank you so much for your interest in this role at Prince's Mead.

Prince's Mead is an ambitious, vibrant and exciting school with a tremendous spirit where, above all, happiness reigns.

Situated on the outskirts of Winchester, the school is ideally placed to benefit from the cultural heritage of a historical city as well as enjoy the scenic countryside of the beautiful Itchen Valley.

In May 2025, the governing bodies of Prince's Mead and King Edward VI School announced the merger of the two schools. This strategic partnership brings together two distinguished schools with shared values, a commitment to excellence, and a deep belief in nurturing every child's potential. This merger is not prompted by necessity or difficulty but rather reflects a shared confidence in the future. Both schools are financially stable, thriving independently, and led by long-term, forward-thinking strategies. This development represents an opportunity to shape the future of education in Hampshire from a position of strength. Please do visit our website to see full details of this exciting merger.

I am now into my third year of headship at Prince's Mead and still firmly believe that it is a truly special place with a caring and supportive community. The Crown Values are the bedrock of the school and the purpose and aims of the school provide strong direction. Together, the Governors work closely with myself, the Bursar and the Senior Leadership Team (SLT) to provide a strategy and implementation plan to make the school the best it can be.

Most recently, we have rolled out one-to-one devices (together with a new VLE), expanded our provision of Forest School with a new canopy in the woods and extended the teaching of Drama throughout the school.

I hope you enjoy reading this information pack, browsing our website and looking at our social media posts. It's a very exciting time to be joining the team at Prince's Mead and I look forward to receiving your application.

Kind regards,

Adam King
Headmaster



BACKGROUND TO THE SCHOOL

Founded in 1949 in Winchester, Prince's Mead is a co-educational day preparatory school for children aged 3 to 11. These characteristics allow it to stand out from other independent schools in the area and place it in a unique position to enable children to move on to a wide variety of secondary schools and particularly the very good 11+ day schools in Hampshire and beyond. Senior school destinations are never prescriptive, however, and the school works closely with parents to prepare children for the full range of possible choices.

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Prince's Mead is located in a glorious setting, occupying Worthy Park House; a large former Georgian residence dating back to 1820. With wonderful views across the Itchen Valley, the twelve acres of grounds complement the house and provide a perfect setting for delivering education as well as an impressive sport offering and other co-curricular activities. Enhancements have included a multipurpose sports hall, music practice rooms and the latest development of four new classrooms and a modern kitchen and dining hall (completed in 2019). This latter work has also allowed for the redevelopment of the Coach House in order to provide an Early Years facility, which is proving highly popular.

Prince's Mead is very strong academically and offers a fantastic breadth in its curriculum. There are dedicated classrooms for Science, ICT, DT and Art. Music is important both in the classroom and through peripatetic music teachers. The school is known for its outdoor education and has its own Forest School in Gray's Wood. Children experience several day trips throughout the year and by the end of their time here will have climbed two mountain



peaks in the UK. Many more details about the curriculum and extra-curricular offerings are available on the school's website at princesmeadschool.org.uk.

The school is the only independent school in the area to operate a free minibus service in the mornings and afternoons. The red minibuses have become iconic in the local community to assist with travel.

The school met all standards of regulatory compliance when it was inspected by the Independent Schools Inspectorate (ISI) in May 2023 and was found to be excellent in all areas of the Integrated Inspection.



GENERAL OVERVIEW

We are seeking to appoint a full-time Teaching Assistant to work one-to-one with a child in Year 5, from 8.00am until 4.00pm, 5 days a week, on a fixed-term contract from October to July 2025. This may develop to a permanent Teaching Assistant position in due course. You will join our friendly and professional team, a team where everyone is valued, supported and aspires to provide excellence in all we do for the children in our care.



JOB DESCRIPTION

This Teaching Assistant role will report to the Class Teacher and the Head of Learning Support. Responsibilities include:

SUPPORTING THE PUPIL

To support a child, on a one-to-one basis, learn as effectively as possible within a classroom environment and during PE, games and matches. Support would include, for example:



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- Clarifying and explaining instructions
- Motivating and encouraging the child to engage with lesson content
- Helping the pupil concentrate on and finish work set
- Developing appropriate resources/alternative means of recording to support the child, where needed
- To establish a supportive relationship with the child concerned
- To develop methods of promoting/reinforcing the child's self-esteem and social skills
- To encourage inclusion of the child with other children

SUPPORTING THE TEACHER

- To assist, with the class teacher (and other professionals, as appropriate), in the development of a suitable programme of support for the child
- Maintain records of interventions and support
- To provide regular feedback about the child to the teacher, the Head of Learning Support and contributing to EHCP reviews
- Please note, supporting the teacher also includes other specialist teachers, for example: Drama, Music, Sport and ART/DT staff

SUPPORTING THE SCHOOL

- Assist in the implementation of the school's policies towards discipline, safeguarding and health and safety
- To be aware of confidential issues linked to home/pupil/teacher/school and to keep confidences, appropriately
- Participate in any outings or visits the year group might undertake
- To be aware of all necessary health and safety procedures, such as fire evacuation



PERSONAL SPECIFICATION

ESSENTIAL

- Minimum 2 years recent experience within an educational setting
 - Minimum of Level 2 Literacy and Numeracy qualifications
 - Understanding and experience of working with a child with autism
 - Ability to work independently, as well as be a team player
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- Display a flexible, adaptable and positive attitude to staff and pupils
- Strong communication skills to promote and develop effective relationships
- An understanding and knowledge of child protection and safeguarding

DESIRABLE

- NVQ Level 3 or equivalent (e.g. NNEB) is preferred
- Secure ICT skills



APPLICATION PROCESS

Interviews will normally involve an interview, tour of the school and the applicant will be observed doing an activity with the child concerned and supporting the child in class.

1. The closing date for applications is **4pm Monday 22nd September 2025**.
2. Applicants are asked to complete the school's application form provided (it's important to include two named referees), as well as a covering letter (no more than one side of A4).
3. Prince's Mead is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to an enhanced disclosure from the DBS.
4. At the short list interview, applicants will be interviewed by the Head of Music, as well as other members of the Senior Leadership Team.
5. Please email your completed application form and covering letter to:
recruitment@princesmeadschool.org.uk
6. We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.



SAFEGUARDING STATEMENT

Prince's Mead puts at the centre of its operation the safeguarding of the pupils of the school. There is a commitment to keep safeguarding at the forefront of every employee and volunteer's mind. We encourage a culture of challenge, not just to act when there is a need, but also in the way we think to ensure the risks of harm to the pupils' individual welfare are minimised.

This post is exempt from the Rehabilitation of Offenders Act 1974. Job applicants will undergo appropriate child protection screening and pre-employment checks will be carried out; references will be sought and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

Successful applicants must complete mandatory pre-employment training in safeguarding and other key areas before the commencement of employment.

We comply with the Disclosure & Barring Service (DBS) code of practice and have a written policy on the recruitment of ex-offenders, both of which are available on request. If shortlisted, you are required to declare any relevant convictions, adult cautions or other matters which may affect your suitability to work with children. As a result of amendments to the Rehabilitation of Offenders Act 1974 (exceptions order 1975) in 2013 and 2020, some minor offences are now protected (filtered) and should not be disclosed to potential employers, and employers cannot take these offences into account.



EQUAL OPPORTUNITIES STATEMENT

As an equal opportunities employer, Prince's Mead is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join Prince's Mead.