



HEYWOOD
PREP
CORSHAM

Heywood Prep Candidate Pack

Teaching and Sports Assistant

OUR SCHOOL

Located in the heart of Corsham, Wiltshire, the school is housed in a beautiful Grade II listed Georgian building constructed in 1776. Heywood Prep educates boys and girls from age 2 to 11. At the end of Year 6, the majority of children leave for independent senior schools in Bath and Wiltshire, many winning awards and scholarships. At present, we have approximately 240 children on roll.

Heywood Prep is a happy school which produces caring, thoughtful children. The staff place great emphasis on nurturing and developing the talents of each pupil, encouraging them to have open and enquiring minds which will equip them to thrive in the next stage of their education. Academic standards are high and there is a strong commitment to encouraging all pupils to experience a range of extra-curricular activities. Personal development is encouraged through excellent pastoral care. Socially, numerous activities are enjoyed by the children including sport, music and drama.

WISHFORD EDUCATION

Wishford Education is a leading provider of independent education in the UK. Our group includes independent prep and senior schools, nurseries and day and residential camps. Varied in character but united in ethos, our schools, nurseries and camps understand where the true value of an independent education lies, and provide high-quality learning, outstanding opportunities and a happy, caring environment in which children achieve amazing things.

Founded in 2011, the group currently comprises ten independent schools in Wiltshire, Gloucestershire, Berkshire, Buckinghamshire, Oxfordshire and Kent as well as two thriving day nurseries in Wiltshire, an international summer school and an activity camps business.

The group is growing and we expect a number of additional schools and nurseries to join us in the near future.

For more information on the Wishford Education group, please visit: www.wishford.co.uk



APPLICATIONS AND KEY INFORMATION

We are seeking an enthusiastic and dedicated Teaching and Sports Assistant to join our vibrant school community, where sport is celebrated as a powerful tool for growth, inclusion, and character development. This is a dynamic role for a passionate educator with experience in the classroom and also assisting with sports training sessions and fixtures across a range of primary age groups and abilities.

The successful candidate will work alongside teaching staff to inspire pupils through engaging, inclusive lessons aligned with the National Curriculum, while fostering physical, social, and emotional development. Beyond the classroom, you'll play a key role in assisting school teams, officiating fixtures, and enriching our extra-curricular programme.

Reports to: The Head, Head of Learning Enhancement

Hours, Salary & Benefits

Contract: Permanent, Part-time

Hours: 30 hours per week term time, plus five weeks pro rata to be worked in holiday club pa (days are flexible, to be agreed with the Holiday Club Manager). Term time working hours are 9am to 3:30 pm Monday to Friday.

Salary: £17,010 pa (plus overtime for away fixtures where hours extend beyond 3.30pm).

Start Date: January 2026

Benefits:

- Means tested school fee discount
- 5% employer pension
- Shopping discount card
- Personal accident at work cover
- Complimentary lunches
- Pro-rotta paid holiday and bank holidays per annum
- Access to the group's counselling scheme

To apply, please [click here](#) to download a Heywood Prep Application Form and email it to jobs@heywoodprep.com. To apply using an online form please [click here](#).

If you have any questions regarding this role, or need an adjustment when applying, please email Mrs Nicky Bartholomew, School Business Manager, directly at jobs@heywoodprep.com

Applications will be considered on receipt and we reserve the right to fill the role prior to the closing date. Early applications by prospective candidates are therefore strongly recommended.

Heywood Prep is an equal opportunities employer and welcomes applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.

Heywood Prep is committed to providing a quality all-round education for its pupils and to safeguarding and promoting the welfare of children and young people. Candidates must be prepared to undergo appropriate pre-appointment child protection screening.

Closing date: Thursday 4 December 2025 (9.00am)

Interviews: Monday 8th December 2025

Start date: January 2026



JOB DESCRIPTION

Main Responsibilities

- Support pupils' academic, pastoral, and social development, encouraging independence and self-esteem.
- Assist teachers with lessons, resources, marking, and classroom organisation.
- Supervise groups or whole classes when required, ensuring positive behaviour and engagement.
- Contribute to sports lessons, fixtures, and occasionally take sole charge of a team and officiate matches.
- Supervise pupils during breaks, lunchtimes, outings, and visits.
- Participate in meetings, training, and INSET sessions.
- Uphold school policies, confidentiality, and safeguarding practices.
- A full Paediatric First Aid qualification is desired but training can be provided
- Undertake other reasonable duties as directed by the Head.

Person Specification

- Willingness to undertake relevant training, including safeguarding and paediatric first aid.
- Experience of working with children or young people in an educational, coaching, or youth setting.
- Ability to support pupils of varying ages and abilities, promoting independence and self-esteem.
- Strong communication and interpersonal skills, with the ability to build positive relationships with pupils, staff, and parents.
- Confidence in assisting with lessons, resources, and classroom organisation.
- Ability to supervise groups or classes effectively, promoting positive behaviour and engagement.
- Competence in supporting or leading sports lessons, activities, and fixtures.
- Organised, reliable, and able to use initiative when required.
- Enthusiastic, approachable, and supportive with a genuine commitment to pupils' development.
- Flexible and adaptable, willing to take on a range of duties as required.
- Commitment to teamwork and contributing positively to school life.
- Respect for confidentiality and commitment to upholding school policies and safeguarding practices.

