



**PERSONALISED LEARNING
ASSISTANT
(MATHS AND SCIENCE)**

**CANDIDATE
INFORMATION PACK**



**SIR WILLIAM PERKINS'S
SCHOOL**

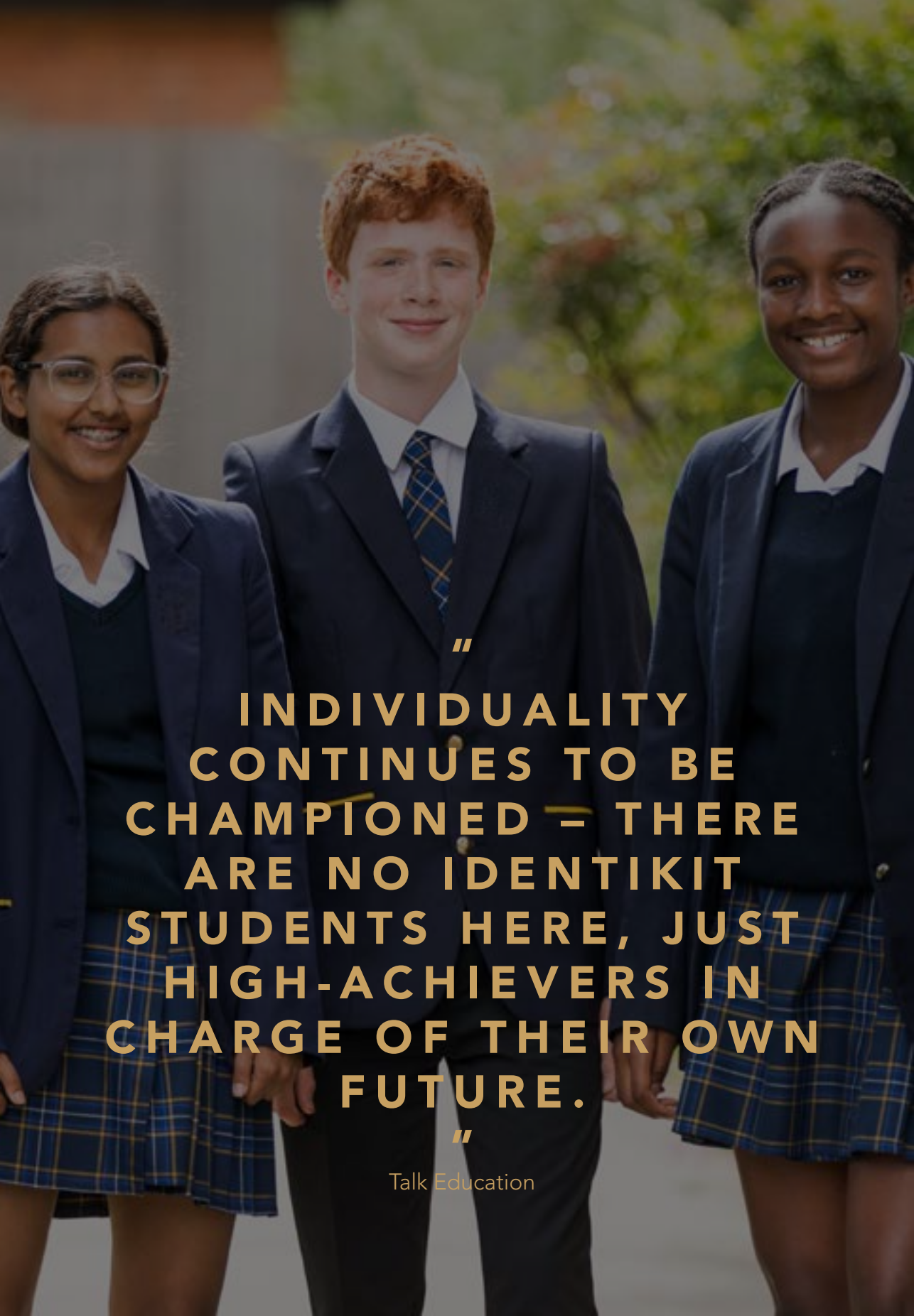


WELCOME TO SIR WILLIAM PERKINS'S SCHOOL

It is our pleasure to introduce you to our wonderful school; a lively and welcoming community where every student is supported to achieve great things, and where curiosity, ambition and generosity thrive. At Sir William Perkins's School, students are at our heart. We expect the best from them, and in return they can expect the best from us. We provide teaching of the highest quality, where each individual is stretched and challenged and given the tailored support and attention required. We are a warm and friendly school: we know our students, their talents, hopes and aspirations, and we work with them to develop confidence, leadership skills and an ability to collaborate with others. With access to a diverse co-curricular programme, students are accomplished all-rounders with university statements studded with personal achievements and successes. Our students leave us in Year 13 with determination and clearly defined ambition, ready to make their mark on the world.

Sir William Perkins's School is a high-performing independent school for approximately 600 students aged 11 – 18 years. In September 2026, boys will be joining the school in years 7 and 12, with a phased move to co-education by 2030. The Head is a member of both HMC and GSA.

The school was founded in 1725 by a wealthy local Chertsey merchant to educate the town's children. The School moved to its present site in 1819 and became fully independent in 1978. It is located on an attractive 12-acre site situated on the outskirts of Chertsey, a two minute walk from the railway station and very near to the junction of the M3 and M25.



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**INDIVIDUALITY
CONTINUES TO BE
CHAMPIONED – THERE
ARE NO IDENTIKIT
STUDENTS HERE, JUST
HIGH-ACHIEVERS IN
CHARGE OF THEIR OWN
FUTURE.**
”

Talk Education

OUR VISION

Our vision reflects our shared sense of purpose, aiming to create an environment that supports each person's success whilst recognising the importance of working together to build a strong, purposeful community and a sense of belonging.

OUR MISSION

To champion the individual and build confidence, integrity, and excellence. Our holistic education promotes innovation and creativity both inside and outside the classroom. Our values of curiosity, ambition and generosity enable our students to go beyond academic success, leaving the school as conscientious, world-ready individuals.

OUR VALUES

We seek to nurture in every student the values of curiosity, ambition and generosity. Curiosity about our world and our future. Ambition for ourselves and for others. Generous with our thoughts, our gifts and our time. We seek to build confidence, integrity, and excellence in a caring, innovative, and happy community, so that each pupil leaves having been given the best possible chance of achieving their full potential, taking with them sound values, breadth of skills and knowledge, and ready to take on the world.

ABOUT US

Entrance to the School is by competitive examination and the School values its excellent academic reputation. The students are highly motivated and eager to learn. Significant emphasis is also placed on the broad and balanced curriculum, the wide-ranging co-curricular activities and the caring and supportive environment.

The ISI regulatory compliance inspection in September 2024 notes that "Pupils demonstrate excellent social awareness and they grow up to be poised, confident, and articulate." Our latest Good Schools Guide Report, conducted in March 2025 describes the school as "Big enough to thrive, small enough to care, SWPS is a place where learning and enjoyment go hand-in-hand, meaning that good grades are the happy by-product of a well-rounded education."

The staff are thoroughly professional, highly qualified and knowledgeable, enthusiastic and passionate, support and have an appreciation of the breadth of the educational experience that is provided.

The school is characterised by a warm and welcoming atmosphere and mutually supportive approach. Expectations of staff are high but equally, personal workloads are carefully considered by the Senior Leadership Team. There are plenty of opportunities for further appropriate professional development and a generous inset budget. All staff are equally valued for their part in the overall success of the school and there is a strong sense of fun and humour.

The Governing body is keen to ensure that staff remuneration is competitive and are continually reviewing the package to ensure that SWPS can attract and retain outstanding staff.

Further information about the School and our most recent inspection report can be accessed at www.swps.org.uk





PERSONALISED LEARNING ASSISTANT (MATHS AND SCIENCE)

ACCOUNTABLE TO HEAD OF PERSONALISED
LEARNING
PERMANENT, PART-TIME

This is not an exhaustive job description, and it is expected that the post holder may undertake such other duties as may reasonably be requested. For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have contractual effect.

JOB PROFILE

We are seeking a motivated and academically strong Personalised Learning Assistant with a background in Mathematics or Science to support secondary-aged students with high academic ability who also have additional needs including Specific Learning Difficulties (e.g. Dyslexia, Dyscalculia), Autism, and ADHD.

This role is well suited to someone who enjoys working with enthusiastic, curious young people and is able to apply subject knowledge in a creative, flexible, and student-centred environment within an independent school.

ACCOUNTABILITIES AND RESPONSIBILITIES

Provide targeted Maths, Science and Study Skills teaching, working with individuals and small groups of pupils in conjunction with the SENCO and Curriculum staff.

Support students with specific learning and/or neurodevelopmental difficulties to develop independent learning strategies.

Support the development of executive functioning skills, including planning, organisation, attention, and self-regulation.

Monitor student progress and contribute to learning support plans, feedback discussions, parent/carer meetings.

Maintain any necessary records within the Personalised Learning Department.

Promote positive behaviour, confidence, and engagement in learning.

Uphold the school's safeguarding, behaviour, and inclusion policies at all times.

Work collaboratively within the department and assist with any reasonable tasks as directed by the Head of Personalised Learning and in their absence the Deputy Head - Pastoral.



PERSONALISED LEARNING ASSISTANT (MATHS AND SCIENCE) PERSON SPECIFICATION

EXPERIENCE & QUALIFICATIONS

Essential

Degree or equivalent professional experience in a Mathematics or Science Subject.

Strong academic literacy and numeracy skills.

A patient, empathetic, and professional approach.

Excellent communication skills, with the ability to explain concepts clearly and adapt teaching to individual learners.

An understanding of how young people learn, and the possible impact of SpLD, Autism, ADHD and related need.

Experience of working collaboratively with colleagues to support students effectively.

Strong organisation and emotional literacy skills.

A collaborative mindset and willingness to work closely with colleagues.

Desirable

Proven ability to work effectively with secondary aged students, building positive, respectful, and trusting relationships.

An interest in continuing professional learning related to SEND and neurodiversity affirming practice.

PERSONAL ATTRIBUTES

Patient, thoughtful, and reflective, with a genuine interest in understanding each pupil's strengths and challenges.

Flexible and creative in approach, able to think differently about learning and support.

Confident working independently while valuing collaboration and shared expertise.

Committed to pupil wellbeing, confidence, and academic self belief.

CHILD PROTECTION

The post-holder's responsibility for promoting and safeguarding the welfare of all students with whom they come into contact, will be to adhere to and ensure compliance with the School's child protection policies at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, they must report any concerns to the School's Designated Safeguarding Lead.

COMMITMENT TO SAFEGUARDING

Sir William Perkins's School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.



WORK WITH US

SIR WILLIAM PERKINS'S SCHOOL IS A FRIENDLY,
EXCITING AND SUPPORTIVE PLACE TO WORK.
THE SCHOOL OFFERS AN ATTRACTIVE RANGE
OF BENEFITS

BENEFITS

School-specific salary scale which recognises the qualifications, skills and experience of the candidate.

Fee remission.

Membership of group personal pension scheme with life assurance cover for nonteaching staff.

Learning and development opportunities.

Outstanding subject facilities.

Access to Employee Assistance Programme (EAP).

Free lunch during term time, when working hours permit.

Limited free car parking on site.

Enhanced sickness and family friendly policies.

On site Fitness sessions for a small fee.

Strong tradition of on-going financial investment and development.

Opportunities to travel the world through domestic and international trips and tours.

Library facilities open to all.

Staff Social Committee.

Warm and engaging working environment and an excellent staff room.

Access to a staff discount platform.



JOIN US



APPLICATION

Applications will be considered on arrival and the School reserves the right to interview and appoint before the closing date

LOCATION

Full details are available at www.swps.org.uk/contact-us

By Road

The school is conveniently situated on the A320 between Staines and Woking, with easy road access and Junction 11 of the M25 is within a few minutes' drive of the school

By Rail

Chertsey Train Station is a five minute walk away from the school





SIR WILLIAM PERKINS'S
SCHOOL

Guildford Road, Chertsey, Surrey KT16 9BN
01932 574 900 office@swps.org.uk swps.org.uk