

Charter for Teaching Assistant Retention

Value and Recognition

- Our school participates in an annual Teaching Assistant Recognition Day or an equivalent event to raise the profile and celebrate the contributions of teaching assistants.
- Our school avoids implementing policies that create unnecessary distinctions between teaching and non-teaching staff.
- Our school ensures that teaching assistants are afforded the same access to benefits, such as free or reduced parking, where applicable, as teaching staff.

Access to Quality Training

- Our school records and monitors the training provided to teaching assistants to ensure ongoing professional development.
- Our school allocates time and resources to allow teaching assistants to participate in training during their working hours.
- Our school ensures that access to training opportunities is equitable for all staff.

Progression Opportunities

- Our school implements a comprehensive induction process to support new teaching assistants in their roles.
- Our school engages teaching assistants in appraisals and/or annual discussions to review their contributions and set future goals.
- Our school communicates progression pathways to ensure teaching assistants are aware of opportunities.

Building Communication and Trust

- Our school ensures that teaching assistants are included in key communications to keep them informed and involved in school-wide matters.
- Our school establishes a process for providing feedback, raising concerns, and acting on them in a timely and transparent manner.
- Our school trusts teaching assistants to make appropriate decisions within the scope of their roles, reflecting confidence in their expertise.

Flexible Working Arrangements

- Our school clearly communicates flexible working policies to all staff to ensure transparency.
- Our school adopts a consistent process for all staff to request leave or flexible working arrangements.

Wellbeing

- Our school provides a range of benefits to support the wellbeing and mental health of teaching assistants, promoting a positive and balanced working environment.
- Our school participates in at least one wellbeing-focused initiative each term to promote mental and physical health among all staff.
- Our school conducts regular check-ins to review workloads and identify potential stressors to ensure teaching assistants feel supported.

Pay

- Our school communicates pay scales for teaching assistants transparently.
- Our school ensures that teaching assistants are fairly paid for all hours worked and honours any additional hours or time-off-in-lieu (TOIL) arrangements consistently.