



Job Description: KS1 and KS2 Literacy Tutors (Part-Time)

Quest for Learning – Supporting Children’s Literacy Across
Oxfordshire

Job Title

KS1 and KS2 Literacy Tutor (Part-Time)

Summary

Quest for Learning is seeking enthusiastic and committed part-time Literacy Tutors to deliver high-quality, small-group tuition to primary school children in Key Stages 1 and 2. This rewarding role is perfect for those passionate about supporting children’s literacy and making a difference in their educational journey.

Location and Pay

- Locations: Oxford City, Abingdon, Didcot, Banbury
- Pay: Competitive hourly rate - £21.51 per hour

Term of Appointment and Management

- Term: Open-ended contract
- Line Management: Reporting to the Education and Programme Manager

About Quest for Learning

Quest for Learning is an Oxfordshire-based educational charity with a mission to improve literacy and numeracy for children who need extra support. Established over 30 years ago, we deliver structured intervention programmes in partnership with local primary schools, focusing on raising attainment for pupils who may otherwise fall behind. Our dedicated team of tutors work closely with schools and families to help children develop essential skills and confidence for lifelong learning.

Role Overview

As a Literacy Tutor, you will deliver Quest for Learning’s evidence-based literacy programmes to small groups of KS1 or KS2 pupils in local primary schools. Sessions typically take place during the school day, following a regular weekly timetable. Some flexibility may be required to meet the needs of schools and families. You will work collaboratively with school staff and parents to monitor progress and maximise each child’s learning.

Main Responsibilities

- Plan and deliver engaging, structured literacy sessions to small groups of children (usually 2–4 pupils per group)
- Maintain accurate records of attendance, progress, and lesson content
- Communicate positively and professionally with classroom teachers, SENCOs, and parents/carers
- Contribute to regular team meetings and training sessions
- Uphold safeguarding policies and procedures at all times

Main Duties

- Teach Quest for Learning's literacy interventions, adapting materials and approach to meet individual needs
- Assess pupil progress and report on outcomes to school staff and families
- Collaborate with teachers to identify suitable pupils and plan support
- Work in partnership with parents and carers, encouraging engagement with their child's learning
- Attend mandatory safeguarding and professional development training
- Participate in quality assurance and evaluation activities as required

Candidate Profile

- Qualified teacher status (QTS)
- Experience working with primary-aged children
- Genuine enthusiasm for helping children achieve their potential
- Strong communication and interpersonal skills
- Ability to work independently and manage time effectively
- Commitment to Quest for Learning's aims and values
- Flexible, proactive, and reliable approach

Safeguarding and Training Requirements

- All tutors must complete mandatory safeguarding training prior to starting work
- Enhanced Disclosure and Barring Service (DBS) check required (cost covered by Quest for Learning)
- Regular ongoing training and support provided

Inclusivity and Diversity Statement

Quest for Learning is committed to building a diverse and inclusive team. We welcome applications from all backgrounds, and especially encourage those from groups currently under-represented in education to apply. We value the unique perspectives and skills that each individual brings, and are dedicated to providing a supportive and equitable working environment for all.