

Consilium Academies Recruitment Pack

Teaching Assistant – General SEND

Ellesmere Park High School





Ellesmere Park High School

Enriching Lives, Inspiring Ambitions

Welcome from the Headteacher

Dear Candidate,

Thank you for your interest in the position of Teaching Assistant at Ellesmere Park High School.

Our aims as a school are founded on the values that are encapsulated by our motto 'Vibrant, Inclusive, Proud'. We will ensure that all of our students experience the fullness of life by:

- Providing them with an exciting, engaging and rich education;
- Recognising and celebrating the unique nature of every child in our community;
- Celebrating the successes of our school and our community to the full.

I am very clear in what I want our school to deliver to our current and future students: the education that they deserve in a school that prepares them for successful and enriching lives. They deserve the very best education that can be provided. My leadership of the school will be defined by a desire to deliver this, to serve our community and to help make the ambitions of our community and young people a reality.

We are seeking to appoint a qualified, creative and enthusiastic Teaching Assistant to join our motivated team in a School that is committed to offering a warm, friendly and purposeful setting for all our students to flourish.

I can't think of a better time to join Ellesmere Park High School as we look forward to an exciting and bright future.

I look forward to hearing from you.

Kind regards,

J I Ross
Headteacher



About the School

Ellesmere Park High School is a co-educational academy, part of Consilium Academies, based in Salford, with approximately 750 students on role.

Our values of Vibrant, Inclusive, Proud are at the core of everything we do.

Vibrant: Our school is a vibrant school, where all are encouraged to be expressive, creative and enjoy their learning in a positive atmosphere.

Inclusive: Our school is an inclusive school, where all are valued and thrive in a safe, caring and supportive environment. We welcome everyone to our diverse community and encourage friendly and mutually respectful relationships.

Proud: Our school is a proud school, where all aspire to be successful in whatever they do. We strive to enable all to be lifelong learners, equipped to fulfil our dreams.

We aspire to make education lively, memorable and exciting. Ellesmere Park welcomes and nurtures people from diverse backgrounds with wide-ranging talents and abilities, and we actively strive to remove barriers.

Ellesmere Park High School will always strive to fulfil each child's potential and provide our students with a broad and balanced curriculum which will enable them to move on to college or work with the right skills and qualifications needed to maximise their life chances.

About the Trust

The Consilium Mission

“Enriching Lives, Inspiring Ambitions”

We are proud to be Consilium Academies, a Trust that believes in the unique value of each individual. Our vision, actions, and purpose are guided by this principle and a dedication to do all we can for the communities we serve.

We never put a ceiling on potential. Instead, we work with our Academies to provide high-quality education that is truly inclusive, giving every student the same opportunities to develop the skills and knowledge they need to thrive in life beyond the classroom.

We are committed to enriching the lives of all those involved in our Trust through an ambitious, student-centred approach to education.

Consilium Academies is a Multi Academy Trust of 8 schools based across 3 hubs in Salford, South Yorkshire and the North East of England. Consilium Academies believes in inclusivity, both in the schools and communities we serve. We are committed to working with our academies to ensure that our ethos is realised on a daily basis. The lives of our young people should be enriched by care, experience and opportunity. This is achieved by;

- Ensuring that everything we do has a focus on helping children and young people to succeed to their potential academically, socially and emotionally;
- instilling a passion for lifelong love of learning and continued improvement so that our academies, staff and students can grasp their aspirations and ambitions;
- focusing on the development of the whole child by providing exciting and challenging learning and extra-curricular opportunities and experiences;
- creating a family of academies that are inclusive and embrace diversity, where all members of the community feel supported, inspired and empowered to succeed;
- ensuring that all stakeholders are seen as partners in our work within the communities we serve.

The Trust operates a small central team which is led by the CEO, David Clayton. The team provide direct services to our schools as well as Trust level accountability, leadership and management. We operate a strong partnership model and our partner schools are instrumental in the continual growth and development of the trust.

We are aligning systems and processes throughout our school partnership and the input from our schools alongside the central team is therefore vital. The Trust works with its schools in a supportive way that does not detract from the individual identity of a school.

We are proud to offer the following staff benefits to our employees:

- Pension with the Local Government Pension Scheme and Teachers Pension Scheme
- Automatic pay progression for all staff in line with their current grading structure
- Enhanced contractual sick pay in line with the Burgundy Book and Green Book
- Employee Assistance Program with access to counselling and CBT 24 hours a day 7 days a week
- Access to an Occupational Health Provider
- Fleet Solutions Car Leasing Scheme
- Free membership to Perkbox with hundreds of exclusive perks and discounts available online and in store at many shops, gyms and restaurants
- Providing excellent CPD working alongside external experts such as “Ambition”
- Providing free parking on site for all staff
- We have many new build state of the art campuses
- We are a family of academies that are inclusive and embrace diversity

Teaching Assistant – General SEND

Ellesmere Park High School

Start date: ASAP

Salary: Grade 4 (NJC scale points 6-8) Actual Salary: £15,868 - £16,508

32.5 hours per week (8:30-3:30) | Term Time Only + 5 days

Are you looking to work in a friendly, collaborative and dynamic SEND Faculty? Are you passionate about supporting young people with special educational needs and/ disabilities? We are seeking to appoint a motivated, committed and enthusiastic Teaching Assistant to join the SEND Faculty.

We have high expectations of students, both in terms of their progress and their behaviour. In particular, we expect them to invest in their own learning, and we encourage them to enjoy and make a positive contribution to the wider life of the school. They, in turn, can expect from us the highest possible quality of teaching, care and support.

The right individual needs to have a good work ethic, be committed and have a genuine interest in working with children with SEND.

Ellesmere Park High School strives to fulfil each child's potential and provide students with a broad and balanced curriculum. If you feel you share our values and are committed to ensuring that students fulfil their potential, then we would like to hear from you.

The closing date for applications is Monday 12th July 2021 at 9am.

Interviews date TBC

To apply please complete the attached application form by the closing date above. This is also available on the school website ephs.org.uk. We ask that all completed applications are sent to Laura Byron, Business Support Officer, laura.byron@consilium-at.com

For any questions regarding this role please contact Laura Byron on laura.byron@consilium-at.com or 0161 789 4565

Please ensure that within your application you provide the names, addresses and contact details for two referees, one of whom should be your current or most recent employer.

Consilium Academies and Ellesmere Park High School are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are made subject to an Enhanced DBS Check.

The trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Job Description

Job Title:	Teaching Assistant: General SEND
Reports to:	SENDCO/Business Support Officer
Based at:	Ellesmere Park High School
Grade:	Grade 4

Main purpose of the Role

To work under the instruction/guidance of a teacher, to provide specific work/care/support programmes. To enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area.

Core Responsibilities & Tasks

Support for the Pupils

- Encouraging pupils to interact and work cooperatively with other and engage all pupils in activities. Promoting independence and employing strategies to recognise and reward achievement.
- Supervise and provide particular support for pupils, including those with SEN, ensuring their safety and access to learning activities.
- Assist with the development and implementation of individual Education/Behaviour Plans and Personal Care Programmes.
- Establish constructive relationships with pupils and interact with them according to individual needs.
- Promote inclusion and acceptance of all pupils.
- Encourage pupils to interact with others and engage in activities led by the teacher.
- Set challenging and demanding expectations and promote self-esteem and independence.
- Provide feedback to pupils in relation to progress and achievements under guidance of the teacher.
- Support for the Curriculum.
- Undertake structured and agreed learning activities/teaching programmes, advising activities according to pupil responses.
- Undertake programmes linked to learning strategies e.g. literacy, numeracy, KS3, foundation etc. and feedback to teacher.
- Support the use of ICT in learning activities and develop pupil's competence and independence in use.
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assess pupils in their use.

Support for Teachers

- Assisting with display work and create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans.
- Assist with planning of learning activities and support pupils to achieve learning goals.
- Monitor the response of pupils to learning activities and record achievements/progress as directed.
- Determining the need for and preparing and maintaining general and specialist equipment and resources and assisting pupils in their use.
- Provide detailed and regular feedback to teachers on pupils' achievements, progress, problems etc.
- Promote good pupil behaviour, dealing with incidents in line with School Policy and encourage pupils to take responsibility for their own behaviour.
- Undertake routing marking of pupils' work.
- Establish constructive relationships with parents/carers.
- To be responsible for keeping and updating records as agreed with the teacher, through the monitoring and evaluation of pupil's responses to learning activities through observation of achievement against pre-determined learning objectives.

- Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil's responses/needs.
- Administer routine tests and invigilate exams, and accurately record achievement and progress.

General Tasks

- Be aware of and comply with policies and procedures relating to Child Protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Contribute to the overall ethos/work/aims of the school.
- Attend and participate in relevant meetings as required.
- To assist in meeting the physical care needs of students as required.

Corporate Responsibilities

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust's activities
- To plan, monitor and review health and safety within areas of personal control
- To participate in the Trust's Performance Management process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues

Additional Notes

- The job purpose and key statements remain indicative and by no means exclusive. Given the evolving needs of the Trust, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust or Academy.
- The Trust operate a no smoking policy.

Person Specification

	Essential	Desirable
Experience		
Experience of working with children of relevant age.	E	
Experience of working with pupils with additional needs.		D
Very good Numeracy/literacy skills (equivalent to NVQ 2 in English and Maths).	E	
Qualifications/Training:		
NVQ 3 for Teaching Assistants or equivalent qualification or experience.	E	
Where designated to work in a particular curriculum area, to work towards NVQ 2 in that subject area.		D
Knowledge/Skills:		

Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation.		D
Ability to relate well to children and adults.	E	
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.	E	
Working knowledge of national curriculum and other relevant learning programmes.	E	
Understanding of principles of child development and learning processes and in particular, barriers to learning.	E	
Ability to plan effective actions for pupils at risk of underachieving.	E	
Full understanding of the range of support services/providers.		D
Ability to self-evaluate learning needs and actively seek learning opportunities.	E	