



Hill View Academy
Educational Teaching Assistant 27.5 hrs p/w
SCP 6 £19,698 pro-rata

Introduction

Impact Education Trust is on a mission to improve the life chances of children and young people and improve social mobility. We are a Trust where Hearts and Minds connect through values driven partnerships and collaborative working.

Over the past two years, we have grown from a single academy trust in our founding school, The Halifax Academy, to 6 schools across Calderdale and Kirklees, with a 7th due to join us in the new year. We now have 3900 students and 600 staff who are all working hard to ensure we are true to our vision and deliver on our core principles and aims:

Core Principles:

- Values Driven
- Learning & Research Focused
- High Expectations
- Collaborative Leadership
- Effective Relationships
- Developmental Opportunities

Aims:

- Deliver outstanding outcomes for all students
- Deliver excellence in teaching, learning, behaviour and curricula offer
- Provide students with life-enhancing opportunities to develop personally and beyond
- Develop highly effective leader and governors, who are relentless in delivering sustainable successes for our students
- Develop purposeful connections with parents and the communities we serve
- Be an employer of choice
- Develop highly effective and customer focused business and financial operations that support growth, manage risk and deliver value for money

We are committed to supporting the development of our people and actively support those who wish to improve their skills and qualifications.

Working for Impact Education Multi-Academy Trust

All staff who join the Trust will receive a planned induction to ensure that your career with us gets off to the best start possible. We recognise that your development is important and working for us will mean that you have access to accredited development programmes. Our staff can apply to take part in a range of external development programmes, including:

- NPQML
- NPQSL



- NASENCO
- NPQEL

Role specific CPD is also actively supported e.g. Finance qualifications.

There are also many opportunities to develop your skills and knowledge by working across the Trust on school improvement workstreams.

Staff wellbeing is important to us and colleagues new to the Trust will be automatically enrolled into our employee benefits platform 'The Hive', which gives access to a range of benefits:

- *6 sessions of face to face or telephone counselling (also available for immediate family members over the age of 16)*
- *On-line Cognitive Behaviour Therapy (CBT) (also available for immediate family members over the age of 16)*
- *Cycle to Work Scheme (salary sacrifice scheme)*
- *Gym Discounts*
- *Mobile phone deals*
- *Retail discounts*
- *Westfield Health – voluntary Everyday Health Plan – e.g. claim back optical and dental payments*

We provide a staff on-line HR Policy handbook so that you can easily look up information on areas such as Maternity/Paternity leave, Attendance procedures and requesting special leave.

Closing date for applications is 3rd December at 5pm. The application form and self disclosure form can be downloaded from www.i-mat.org.uk

Completed applications should be emailed to Recruitment@optimalpbs.co.uk

We look forward to receiving your application for this post and wish you the best of luck



Job Title: Educational Teaching Assistant	
Reports to:	Grade 6
Location: Hill View Academy - Fernside Avenue, Almondbury, Huddersfield, West Yorkshire, HD5 8YE	

<p>School information:</p> <p>Hill View Academy is a new Primary School located in Huddersfield in the village of Almondbury. We are in a very exciting point of a new journey for the school. We have recently become part of the IMPACT Multi Academy Trust family and have become Hill View Academy.</p> <p>Our committed team of staff strive to bring out the best in our children and equip them with the skills they will need for the future.</p> <p>The area is well served by motorways, with easy access to larger towns such as Leeds, Bradford, Huddersfield and Manchester. Previously, a two-form entry, we have started the journey of becoming a one form entry Primary school with 52 place Nursery provision.</p> <p>There are at present 265 children on roll organised in the primary. There are 10 classes which are a mixture of single aged and mixed age classes. The school site is going through an exciting refurbishment to develop some excellent indoor and outdoor facilities.</p> <p>On entry, a large number of children are below average in terms of their personal development, language and communication and knowledge and understanding of the world. The number of pupils is entitled to free school meals is roughly 50% of our pupils. There on average 10% of pupils for whom English is an additional language. We currently have on around 13% of pupils on our special needs register with a focus on developing this.</p>
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Responsibilities:	
Key Areas	To work under the guidance of Teaching/Senior Staff to implement and oversee agreed work programmes with individuals/groups, in or out of classroom. This could include those requiring detailed and specialist knowledge in particular areas and will involve assisting the Teacher in the whole planning cycle and the management/preparation of resources.
Key Objectives:	<p><u>Teaching Support</u></p> <ul style="list-style-type: none"> • To undertake duties in accordance with school practices and procedures, ensuring the job holder actively upholds and promotes the philosophies of the school. • To work under the guidance of the Class Teacher/Line Manager to plan and monitor pupils learning. Ensuring the progress is clearly recorded in the relevant systems and relates to the learning objectives/goals for pupils. • As appropriate to assist with the induction and mentoring of new staff within the remit of the role. • Under the guidance of the Teacher provide one to one support to pupils or working with groups of pupils on pre-planned activities, to reinforce the Teacher's approach. • To assist where required in the planning of learning activities. • Under the guidance of the Teacher, ensure equipment or materials are suitable for the learning activities. Prepare materials and teaching aids where necessary. • Under the guidance of the Teacher, work with individuals or groups of pupils in accessing school library and in the use of ICT and other relevant resources to support learning. • To participate in and assist in supervision of educational visits, in conjunction with the Teacher/Line Manager. • Promote good behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour. <p><u>Pupil Support</u></p> <ul style="list-style-type: none"> • Provide support and guidance on a one to one basis or to teams of pupils in their core skills and curriculum needs as per school policies/practices. • To actively encourage the inclusion of all pupils to participate in the life and activities of the school and access the national curriculum to the best of their ability.

	<ul style="list-style-type: none"> • To provide individual assistance or assistance within groups through implementing behaviour plans, Individual Education Plans and teaching strategies etc, to maximise their achievements. • As required to deal with pupils who require physical restraint and intervention, using such methods as TEAM-TEACH, under the direction of the Headteacher. • As required, to deal with the personal care and comfort and necessary minor medical treatments of pupils, i.e. toileting and intimate care issues (as per school guidance and direction). • To contribute to plans, reviews and evaluations of pupils by writing reports on pupils' progress and attendance at meetings. • To provide lunchtime cover as required. • As required by the school to assist under the direction of the School Nurse and/or Physiotherapist in medically related issues e.g. Administer medication-dosage already drawn up by the Nurse, gastrostomy feeding and preparing to care for children requiring other medication administered and Physiotherapy treatment. <p><u>Curriculum Activities</u></p> <ul style="list-style-type: none"> • To maintain stock of resources, ordering new replacements as agreed with colleagues, to support the work across the team in its delivery of service. • To contribute in the presentation of pupils' work and maintenance of display areas. • To assist with the preparation and tidying of the classroom and upkeep of resources. • To attend and contribute to duty related meetings as required. • To assist in the planning and implementation of structured and agreed learning activities/teaching programmes. <p><u>General</u></p> <ul style="list-style-type: none"> • As part of your wider duties and responsibilities you are required to promote and actively support the School's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It isn't just about the very old and the very young, it is about everyone who may be vulnerable.
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	<ul style="list-style-type: none"> Carry out your duties with due regard to current and future School's policies, procedures and relevant legislation. These will be drawn to your attention in your appointment letter, your statement of particulars, induction, ongoing performance development and through School communications. 		
Attributes	Relevant Criteria	How Identified	Rank
Relevant Experience	<ul style="list-style-type: none"> Experience of working with children/young people in a school environment. 	Application Form/ Selection Process	A
	<ul style="list-style-type: none"> Experience of assisting Class Teacher in delivering the curriculum. 	Application Form/ Selection Process	B
Education & Training	<ul style="list-style-type: none"> Numeracy and Literacy skills to a level to assist pupils with their work. 	Application Form/ Selection Process	A
	<ul style="list-style-type: none"> Level 2 Adult Numeracy and Level 2 Adult Literacy. 	Application Form/Certificates	B
	<ul style="list-style-type: none"> NVQ 3 for Teaching Assistants or equivalent qualifications (eg. Level 3 Diploma in Supporting Teaching and Learning in Schools) or experience. 	Application Form/ Certificates	B
	<ul style="list-style-type: none"> Training in the relevant learning strategies e.g. Literacy. 	Application Form/ Selection Process	B
General Knowledge	<ul style="list-style-type: none"> Understanding of National Foundation Stage curriculum and other basic learning programmes/strategies. 	Selection Process	A
	<ul style="list-style-type: none"> Understanding of Child Development and Learning. 	Selection Process	
	<ul style="list-style-type: none"> Understanding and commitment to the Schools Equality and Diversity Policy and how this relates to the duties of the job. 	Selection Process	

	<ul style="list-style-type: none"> Knowledge of the national curriculum applicable to the school. 	Application Form/ Selection Process	
Skills & Abilities	<ul style="list-style-type: none"> Effective use of ICT to support learning. 	Application Form/ Selection Process	A
	<ul style="list-style-type: none"> Ability to assist the Teacher in planning class activities. 	Selection Process	A
	<ul style="list-style-type: none"> Ability to communicate effectively with pupils and staff members. 	Application Form/ Selection Process	A
	<ul style="list-style-type: none"> Ability to relate to children/young people from diverse/social backgrounds. 	Selection Process	A
	<ul style="list-style-type: none"> Ability to work as a team member. 	Application Form/ Selection Process	A
	<ul style="list-style-type: none"> Ability to work with children exhibiting behavioural difficulties. 	Application Form/ Selection Process	A



Any Additional Factors	<ul style="list-style-type: none"> • Understanding of relevant policies/codes of practice and awareness of relevant legislation. • Commitment to ongoing personal training and development. • Willingness to undertake an enhanced Disclosure and Barring Service check. Please note a conviction may not exclude candidates from employment but will be considered as part of the selection process. 	Selection Process Selection Process Application Form/ Selection Process	A
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