

Candidate Information Pack:

Teaching Assistant
The Birley Academy



Welcome

Dear Applicant,

Thank you for showing an interest in the post of Teaching Assistant at The Birley Academy.

We are a popular secondary school situated in the south east of Sheffield. We have a modern building set on a pleasant campus and enjoy excellent facilities.

The acronym L.E.A.D. embodies the four core principles at the heart of the trust: strong leadership at every level; empowering every student to aim high; giving every student the opportunity to achieve and constantly driving for improvement. At The Birley Academy, this is at the heart of everything we do.

Our vision is simple: to ensure that we constantly challenge ourselves and our students to aspire to our very best, enjoying learning and being active members of the learning community. As part of the L.E.A.D. multi-academy trust, we work with all stakeholders including parents, local businesses, community leaders and our partner primaries to represent and best meet the needs of our students. We believe that our students are entitled to nothing but the best.

If you join our team you will be joining a group of professionals who are not only enthusiastic and dedicated but a team who believe that learning is our most important activity; a team single-minded about learning for all - staff and students alike. Every member of staff is prepared to work tirelessly to ensure that learning is relevant, purposeful, engaging and rewarding. To support this, we offer an excellent CPD package aimed at supporting staff at every stage of their career; from training through to headship. We work with partners such as L.E.A.D. TSA, PiXL and Learn Sheffield as well as a host of other nationally recognised providers.

As part of the team, you will be encouraged to be a reflective and open practitioner and you will be supported at every step by the senior leadership team and experienced colleagues to enable you to develop as a highly effective practitioner and leader.

Our students are simply amazing. They are hugely rewarding to work with and very capable of fantastic achievements. All your hard work will be repaid with tremendous loyalty and respect. The Senior Leadership team have a clear strategic plan for the school. As an experienced group of leaders, they strive for continual improvements in standards and to provide the best learning experiences for all students. We are firmly focused on making the school the best it can be.

If you have ability and potential, if you are resilient and creative, if you have a sense of humour, an enthusiasm for learning and if you are prepared to work relentlessly towards further equipping our students with the knowledge, skills and confidence for a successful career and future life opportunities, then I look forward to receiving your application.

Yours sincerely,



Gina Newton
Headteacher



Role: Teaching Assistant – Integrated Resource

Reporting to: Assistant Headteacher

Salary: SCC Grade 3 (£18,795 - £19,171) Pro-rata

Location: The Birley Academy, Sheffield, S12 3BP

Closing Date: 7th June 2021 Starting: 1st September 2021

1 Job purpose

To work with children as part of a team under the overall direction of the Headteacher who will be responsible for the policy and educational programme and for matters of control and discipline within the appropriate Articles of Government.

To support students in the Integrated Resource in maximising their participation in the social and academic processes of the school.

Under the instruction/guidance of teaching/senior staff, to encourage pupils to become more independent learners and help to raise the standard of achievement for all pupils.

All activities undertaken by colleagues at this level would be closely monitored by the class teacher or more senior colleagues and the content of learning activities would always be planned by the teacher/more senior staff.

2 Principal duties and responsibilities

The following duties and responsibilities are developed from the Supporting Teaching and Learning National Occupational Standards

KEY DUTIES

- Support pupils' learning activities including additional learning needs and development and maintain an awareness of the planning, delivery and evaluation of learning activities.
- Establish and maintain relationships with individual pupils and groups by using effective communication and understanding the value of treating all individuals fairly.
- Contribute to the management of pupil behaviour by encouraging positive behaviour in the classroom.

SUPPORT FOR THE PUPIL

1. Help with the care and support of pupils by supporting children's communication and intellectual development and physical, emotional and social development. To contribute to the planning to meet children's development needs.
2. Contribute to the health and well-being of pupils through the support of safeguarding for pupils by ensuring a safe environment, and following policies & procedures at all times.
3. Assist with the personal and intimate care of pupils.



SUPPORT FOR THE TEACHER

4. Help with classroom resources and records by maintaining confidentiality of information at all times and ensuring resources are in place for when they are required.
5. Contribute to the management of pupil behaviour by encouraging positive behaviour in the classroom, referring to senior colleagues as appropriate.
6. Escort and assist pupils on educational visits and out of school activities.

SUPPORT FOR THE CURRICULUM

7. Support the school curriculum including literacy and numeracy activities by using strategies and techniques for promoting learning.
8. Provide support for learning activities within the teaching and learning programme, monitoring the effectiveness of activities in promoting pupils' learning and modifying these where necessary.
9. Support pupils to use ICT materials and resources effectively to advance their learning.

SUPPORT FOR THE SCHOOL

10. Maintain effective working relationships with colleagues and parents through effective communication and providing support for pupils, colleagues and parents as required.
11. Willingness to keep up to date with professional practice by maintaining an up-to-date understanding of the requirements of the role and individual responsibilities.



L.E.A.D. Academy Trust

L.E.A.D. Academy Trust comprises of twenty five academies across Nottingham, Leicester, Derby, Lincoln and Sheffield. Our philosophy is to; lead, empower, achieve and drive.

At the heart of our Trust is the development of outstanding leaders. We empower individuals in our schools to provide the highest quality education, enabling every pupil to realise their full potential. We have also been recognised by Ofsted as a leading academy sponsor, securing rapid and sustainable improvement through the research and application of best practice across operational areas.

The combination of autonomy and collaboration across key areas of leadership and management underpinned by shared vision, values and best practice positions L.E.A.D. as a truly unique Academy Trust.

To view our 'L.E.A.D. Family Brochure' please visit:

www.leadacademytrust.co.uk

To see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:

@LEADAcadTrust



Our Leaders

One of the core priorities for the L.E.A.D. Academy Trust is the development of outstanding school leaders. We are dedicated to providing an organisation which will:

- develop inspirational school leaders for the future through high quality recruitment, professional development and coaching;
- invest in joint training, peer coaching, sharing good practice and professional dialogue in a climate of trust;
- continually improve, exploring new ways of working, alternative curriculums and innovation;
- strategically plan to produce the next generation of high quality school leaders.

The L.E.A.D. Teaching School Alliance

The L.E.A.D. Teaching School Alliance is a dynamic, cross-phase collaboration of schools committed to harnessing, nurturing and sharing the specific skills and attributes required to teach and lead in areas with diverse pupil populations. Everything we do in our schools is about providing children with an outstanding, broad and balanced education.

Our innovative Initial Teaching Training (ITT) route aims to increase the number of quality teachers in our schools. In addition, we offer a range of high quality Continuing Professional Development (CPD) for staff at all levels and tailored school-to-school support. We are keen to nurture and grow staff across our alliance and offer a range of opportunities to develop the leaders of tomorrow. By working in partnership with The University of Nottingham and other regional Universities, we are also creating a research culture within our alliance that will impact positively on teaching, learning and the achievement of young people.





Our Support

We provide a range of high quality, professional services to schools in nine core areas:

Financial Management

Project Management

Procurement

ICT Management

Human Resources

Leadership Development

Legal Support

Governor Support

Education





How to Apply

Please send a completed application form and covering letter addressed to and marked for the attention of the Headteacher. (hr@birleysecondaryacademy.co.uk)

Closing Date: 7th June 2021

The L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check



L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive

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