



THE REACH FREE
SCHOOL

Assistant Teacher (SEND Support)

Candidate Pack

**The Reach Free School
Long Lane
Rickmansworth
Hertfordshire
WD3 8AB**

www.thereachfreeschool.co.uk
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01923 711517

Dear candidate,

Thank you for expressing an interest in this position. It is an exciting time at The Reach Free School as we build upon the strengths identified in our 2015 Ofsted report. Attracting the very best staff is the most effective way to grow and it is important for us as we enter a new chapter in the history of the school.

In the Summer of 2018, we celebrated our first set of GCSE results and moved into our brand new school. The £19m school ensures that future generations of pupils have access to modern educational facilities right in the heart of their community.



Alongside this, we continue to ensure that our pupils are making excellent progress, putting them on course for strong GCSE results at the end of year 11. Our Sixth Form opened in September 2018 and we look forward to supporting those individuals as they progress through post 16 education.

If you have the passion to contribute to our unique school, then we look forward to receiving your application.

Richard Booth
Headteacher

The School

The Reach Free School is an 11 to 18 school in Rickmansworth, which serves pupils of all backgrounds and abilities. Opened in September 2013, the school was founded by a group of teachers and local parents in response to a significant demand for more secondary school places in the area.

All involved with the school have high aspirations for our pupils and high expectations of them. As such we expect all pupils to:



- Commit their best efforts to all that they do
- Support each other to achieve their potential
- Work with their teachers to exceed their goals
- Demonstrate exemplary behaviour in all that they do
- Take pride in their school and its community within its walls and beyond
- Enjoy learning

The Reach Free School plays an active role in the community, working with local businesses, supporting local events and providing a hub for local services. Pupils are very much involved in the school's wider responsibilities, developing skills in leadership and decision making, communication and collaboration and independent, self led learning.

A sense of purpose and responsibility pervades lessons and activities at The Reach Free School and it is important that our pupils recognise their own responsibilities as members of the community. It is this that underpins The Reach Free School's ethos; Achievement, Community, Enjoyment – ACE.

The Ethos of the School

The Reach Free School's ethos and curriculum is designed, first and foremost to meet the needs of the young people in the local area. The core of our ethos is to personalise the education of every pupil in order for them to maximise their potential and realise their dreams and aspirations. We believe in the following principles:

Achievement – Realised through recognising the individual needs of every learner

Community – Embracing, utilising and supporting the local community for the benefit of all learners and building partnerships to support teaching and learning

Enjoyment – A commitment to innovative practice and the application of technology to develop enthusiasm for learning

Features of The Reach Free School

A Smaller School – With 120 pupils in each year, The Reach Free School will remain a close-knit environment, even when full. This will ensure a strong sense of community within the school.

A Brand New Building - In September 2018 the school moved to its £19 million new home with modern first class facilities throughout.

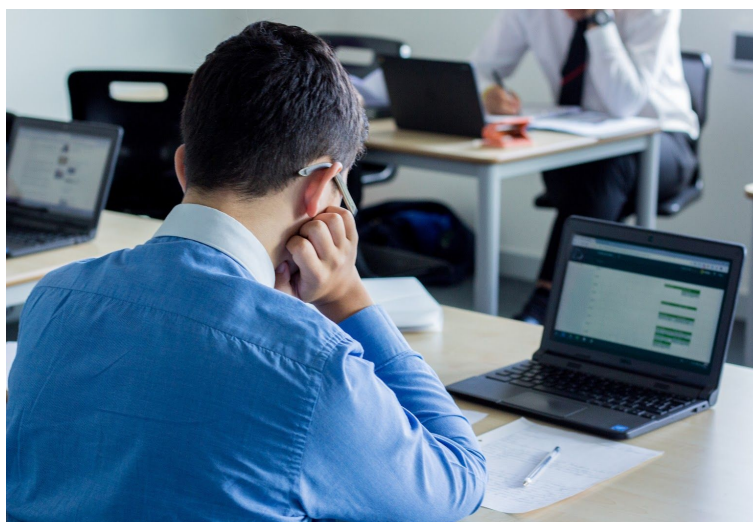
Transition – Each of the four classes in Year 7 benefit from their own Home Room and a dedicated Assistant Teacher for the first year. This Assistant Teacher is the form tutor for this class, and supports learning in a range of subjects for their pupils. Together these ease the transition from primary to secondary school for the children and helps us to understand each child as an individual.

Focus on English and Mathematics – The school specialises in English and Mathematics, the building blocks for success in other subjects. Literacy and mathematics pervade teaching and learning at the school and all teachers play a role in developing pupils' skills in these areas.

Community Common Room – Once a week, all pupils work in groups towards a shared goal for the local community. Working together on a community project develops our pupils as creative, confident and proactive individuals.

Technology Rich – All pupils and teachers at The Reach Free School are encouraged to utilise the latest technology to learn and teach in innovative and creative ways.

School Dog – We are fortunate to have Scout, our school dog, with us every day. She supports pupils with their reading and is a friendly face for all pupils, staff, and visitors.



Expectations

At The Reach Free School we expect all staff to:

- First and foremost have a passion for education and be open to innovative approaches in everyday aspects of school life
- Be committed to supporting other members of staff to ensure the best outcomes for all pupils at the school
- Have a passion for education and be open to innovative approaches in everyday aspects of school life
- Be willing to contribute to the overall development of the school
- Be flexible in their approach to work, adapting to new challenges

In return, we offer:

- The opportunity to be a part of a forward-thinking school
- The freedom and flexibility to carry out their role in a positive working environment
- Access to the latest technology to assist them with their role
- The opportunity to gain and develop a broad set of skills
- Competitive salaries, based on skills and experience
- The chance to be part of a pioneering team, creating a fantastic school to serve its local community

The Local Area

The school has been borne out of the need for more education provision in the Mill End, Maple Cross and Rickmansworth area. There is a continuing demand for high quality school places in the local area and the school is helping to meet this need.





Job description

Job Title: Assistant Teacher (SEND Support)
 Reports to: Special Educational Needs Coordinator (SENCo)
 Hours: Part time (8.00am - 1.00pm)
 Salary: Starting salary of £17,700 (FTE) per annum (Term time only)

SEND Support at The Reach Free School

The Reach Free School recognises that special provision must be made for pupils with additional learning needs and disabilities to ensure equal access to the curriculum, resources and facilities and that they are supported to achieve their academic potential, feel secure in the school's community and enjoy their learning experiences.

Main duties

Assistant Teachers at The Reach Free School are responsible for supporting named pupils in lessons. Assistant Teachers support and uphold the ACE ethos of the school - achievement, community and enjoyment.

Achievement:

- Liaise with staff about interventions and strategies needed for named pupils identified by the SENCo
- Supervise and provide support for named pupils ensuring they have access to learning
- Assess and evaluate both the pupils' learning and the effectiveness of the provision for named pupils
- Work with teachers to assess the needs of individual pupils
- Observe, record and feedback information on pupils' achievements, progress and difficulties to teachers and the SENCo
- Assist in the implementation and review of Education, Health and Care plans for specific pupils
- Support, both as directed and through own initiative, groups of, or individual, pupils
- Prepare and maintain equipment/resources for use by pupils as directed by the SENCo or teacher and assist the pupils in their use.
- Use ICT to enhance the quality and variety of teaching and to support pupils in utilising this key tool in their own learning
- Monitor and manage the attendance and punctuality of named pupils to school and to lessons

Community:

- Establish good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual needs
- Encourage pupils to become independent learners and promote self-esteem.
- Encourage pupils to engage in activities led by the teacher, giving pupils ownership of the task
- Promote inclusion and acceptance of all pupils
- Liaise with parents, guardians and carers to maximise pupil wellbeing and achievement
- Attend regular meetings and training as required
- Assist with behaviour management in and outside of the classroom for all pupils in line with school's policies and encourage pupils to take responsibility for their own behaviour and learning.
- Supervise pupils in line with the supervision duty rotas
- All staff should share their talents, skills, ideas and enthusiasms for the benefit of the whole school and should be ready to accept responsibilities that extend beyond the classroom

Enjoyment:

- Contribute to a purposeful, happy, secure and stimulating learning environment for named pupils
- Have a sympathetic understanding of every child's needs in their remit
- Maintain pupil and family confidentiality, be aware of and comply with policies and procedures relating to Child Protection, Health & Safety, confidentiality and data protection, reporting all concerns to an appropriate person
- Participate in trips and visits
- Secure high standards of behaviour in line with the School's Code of Conduct and Behaviour Policy
- Attend to personal professional development and ensure keeping abreast of national, local and school initiatives and best practice

Wider Responsibilities

All Assistant Teachers at The Reach Free School:

- Partake in activities aimed at promoting the school, including, but not limited to, open evenings, visits to primary schools and community events
- Carry out other tasks commensurate with their position, as directed by the Senior Leadership Team

Job context

The Reach Free School welcomes individuals of a high professional standard and shares the responsibility with each member of staff for continual review and the development of expertise.

All members of staff make a valuable contribution to the school's development and, therefore, to the progress of all pupils.

The Academy Trust will endeavour to make any necessary, reasonable adjustments to the job and working environment, to enable access to employment opportunities for disabled applicants, or continued employment for any employee who develops a disabling condition.

Review of duties

The specific duties attached to any individual member of staff are subject to annual review and may, after discussion with the employee, be changed.

Salary

The starting salary for an Assistant Teacher - SEN Support is £17,700 (FTE) per annum. This is based on hours of 8.00am to 1.00pm, Monday to Friday.

| | Essential | Desirable |
|------------------------------------|--|---|
| Qualifications and Training | <ul style="list-style-type: none">• GCSE Maths and English (grade A*-C) or equivalent• Right to work in the UK | <ul style="list-style-type: none">• Education to degree level• Knowledge and experience of a range of interventions• Experience of working within a school environment. |
| Personal characteristics | <ul style="list-style-type: none">• Genuine passion and a belief in the potential of every pupil• Helpful, positive and calm nature• Ability to follow instructions but make good judgements and lead when required | |
| Skills and Abilities | <ul style="list-style-type: none">• Ability to motivate, inspire and support all pupils to achieve and succeed• Ability to work flexibly, adapting to a pupil's changing needs• Ability to liaise with other members of staff to record and track pupils progress• Able to support activities and respond to the difficulties of the pupil, providing help and support where necessary as directed by the teacher or SENCo• Ability to reflect and develop your practice for the benefits of all learners• Ability to solve problems and make decisions• Ability to work collaboratively• Able to communicate with a wide range of audiences, both verbally and written• Commitment to The Reach Free School's core values of achievement, community, and enjoyment (ACE)• Good numeracy and literacy skills• Confident and competent use of ICT | <ul style="list-style-type: none">• Training in child protection• Training in first aid |

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| Other qualities | <ul style="list-style-type: none"> • Awareness of health and safety requirements related to the role • A flexible approach to working patterns and expectations, understanding the evolving nature of the role and school • A desire to succeed in all aspects of the job • A commitment to the promotion of health, safety and safeguarding of children | |
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How to apply

Completed application forms, along with recruitment monitoring forms, should be submitted in one of the following ways:

- Electronically to: Mrs Samantha Berman, Headteacher's PA, sberman@reachfree.co.uk
- By post to: The Reach Free School
Long Lane
Rickmansworth
Hertfordshire
WD3 8AB

Once your application has been received it will be acknowledged by email.

If submitting your application electronically, please save your form with your name at the beginning of the file name.

In compliance with Safer Recruitment guidelines, CVs will not be accepted.

Potential candidates may contact The Reach Free School with any questions on 01923 711517 or via email at sberman@reachfree.co.uk.

The Reach Free School is committed to safeguarding and promoting the welfare of children, and expects all staff to share this commitment. In accordance with our Safer Recruitment Policy we are unable to process applications without a fully completed application form. The post is exempt from the Rehabilitation of Offenders Act 1974. All convictions, cautions and bind-overs, including those regarded as 'spent' must be declared when applying. The applicant may post such a declaration in an envelope marked 'Private & Confidential' for the Headteacher. The successful applicant must obtain DBS clearance at enhanced level. The school will also carry out a prohibition from teaching check. Non-disclosure may lead to termination of your employment.