



Pathfinder

Multi Academy Trust

A Partnership of Church and Community Schools

Specialist School Assistant - BSL Signer (Level 2)

Archbishop Holgate's School

Required from September 2018

Closing date: Monday 9 April

Interview date: Wednesday 18 April



Archbishop Holgate's School

A Church of England Academy Founded 1546

We are looking for a Specialist School Assistant to provide support to a deaf student whose first language is British Sign Language. For this specialist role you must have BSL Level 2 and be confident and proficient in signing in all areas of the curriculum and wider school life.

The post-holder will share this specific support role with another colleague.

The successful candidate will benefit from joining a team of supportive and highly committed colleagues who are dedicated to ensuring that all our students have the best possible opportunities for the future.

Completed application forms should be posted or emailed to: Mrs Jacqui Sissons, Head's PA, Archbishop Holgate's School, Hull Road, York, YO10 5ZA
jsissons@archbishopholgates.org

School

Archbishop Holgate's School

Job Title

Specialist School Assistant - BSL Signer
(Level 2 minimum)

Reports to

SENCo

Grade

Grade 4: £12,481-£13598 per annum
(this is the pro rata salary)

Additional Information

This post is Term Time Only for 32.5 hours per week. The post-holder will share this specific support role with another colleague and the combined pattern of hours of both post holders will need to cover the full school week. There is flexibility about the exact pattern of work.





Archbishop Holgate's School

Archbishop Holgate's is a flourishing school signified by outstanding examination results, high quality teaching and learning, an inspiring curriculum complemented by sporting and musical achievements and a wide, varied programme of extra-curricular opportunities. We are a school committed to ensuring that our students develop in all ways and at the heart of all we do is a commitment to 'Values, Care and Achievement':

Christian values that underpin all we do.

Outstanding pastoral care that sees each student as an individual.

Maximum achievement for all students, at all levels.



We have excellent students and a talented staff, colleagues who are committed to ensuring that the young people in our care achieve and succeed. Collectively, as a school community, we seek to nurture aspiration and promote excellence. We enrich our students in many different ways and when they leave Archbishop's they do so as well rounded young people with the skills, qualities and relevant qualifications to help them shape their own futures and also to benefit the communities they serve.

As recently as October 2017 the school was delighted to once again be awarded outstanding judgements in all areas of the SIAMS Inspection.

The last five years have seen the school enjoy its best ever results at GCSE and Post 16.

At KS5 the sixth form has consistently performed in the top 10% of Post 16 providers. Previously the sixth form has topped the national league tables for the delivery of vocational qualifications and for the last two years the A Level performance placed the sixth form in the top 1% of Post-16 providers nationally.

At KS4 the school consistently performs significantly above the national average, with the 2017 outcomes outstanding in all areas with a Progress 8 figure that places the school in the top 10% of all schools nationally.

Overall progress residual	+0.56
Maths progress residual	+0.40
English progress residual	+0.75
Ebacc progress residual	+0.47
Technical progress residual	+0.69

In April 2014 the Headteacher was invited to Downing Street to celebrate outstanding performance in State Education.

"Evidence presented during this visit demonstrates that Archbishop Holgate's remains an outstanding school, both in terms of its pastoral provision and academic progression pathways. The school is well led and as a result there is an atmosphere of continuous improvement that is shared across the senior team and means that priorities for improvement are accurately identified and actions taken are impactful and result in timely improvement."

(YCP – June 2017)



Pathfinder

Multi Academy Trust

Pathfinder Multi Academy Trust

We are an inclusive partnership of church and community schools underpinned by a shared vision, common values and a commitment to providing an outstanding and holistic education to all the young people we serve.

Collaborate

As a family of schools, we work collaboratively to celebrate and nurture both the similarities and distinctiveness of each school's individual ethos and values.

Celebrate

We celebrate the uniqueness of all pupils, and through outstanding pastoral care, academic challenge and inspirational teaching we support each child to flourish and succeed.

Develop

We develop outstanding leadership at all levels that delivers maximum achievement whilst supporting and developing the vision and values that underpin all we do.

Thrive

We generate positive and challenging learning environments which allow staff to grow and thrive through excellent professional development.

Nurture

We nurture an ethos in which children learn by example and grow spiritually, morally and socially to understand the uniqueness and diversity of communities, faiths and cultures - locally, nationally and internationally.

Community

Partnering with the Church of England, other schools, educational institutions and the Pathfinder Teaching School to ensure we provide an outstanding education from pre-school to post 16.

“Your present circumstances don't determine where you can go; they merely determine where you start.”





Job Description

Main Purpose of Job

To support a deaf student at Archbishop Holgate's School. Facilitating communication between the student, staff and peers, using sign language, spoken language and other relevant strategies to ensure optimal access to the curriculum and extra curricular activities.

Core Responsibilities, Tasks and Duties

- To work in the classroom with a student to facilitate communication and access using sign language, spoken language and other strategies as appropriate.
- To liaise closely with teaching staff regarding the delivery of the curriculum for the student, advising as appropriate on the modification and differentiation of the learning environment, materials and delivery styles as appropriate.
- To provide appropriate support to the student during assessments and examinations according to guidelines issued by the awarding bodies.
- Support the student in accessing extra curricular activities including at break, lunch times and after-school activities. Also, provide support and assistance on school visits and activities outside of the normal school environment.
- Contributes to the assessment and monitoring of the student's progress.
- Work in partnership with other adults involved in the education process and liaise with external professionals and parents/carers in relation to the student; including taking the initiative to establish links where necessary.
- To provide support, advice and guidance to the student to enhance their social and emotional wellbeing.
- To promote awareness of the student's needs and how to support them within the wider community.
- Follow the school's policies and procedures, in particular: All Safeguarding, health and safety policies, Behaviour Management Policy, Inclusion Policy, Equalities Policy and Data Protection Policy.
- Participate as required in the school's performance management and supervision systems and take part in appropriate training and development activities. Provide advisory support and contribute to the delivery of professional development.
- Contributes to the overall ethos, work and aims of the school.

Supervision/Management of People

None

Creativity and Innovation

- Monitors and is responsive to student's learning and behaviour at all times by making adjustments to supervised activities.
- Monitors and is responsive to student's personal needs and adapts plans accordingly.
- Communicates effectively with teachers, other professionals and parents where appropriate.
- On the basis of their knowledge and understanding of pupils' needs and responses to learning, contributes actively to the planning and review of the differentiated curriculum.
- Provides advisory support and contributes to the professional development of colleagues in relation to their specialist area of expertise.

Contacts and Relationships

Internal

- Enables student's access to the planned curriculum and meets personal and social needs - daily. Takes part in school, departmental or whole team meetings as required. Contributes to the professional development of colleagues. Works in collaboration with school and specialist team staff - daily.

External

- Provides information about student's progress, strategies and issues with any external agencies involved. Shares and discusses student's progress and needs with parents and recommends strategies/courses of action as required.
- Provides information and advice to professionals and parents regarding specialist resources.



Decisions – Discretion and consequences

- Communicates information effectively to teachers, other professionals and parents whenever the need arises.
- Recognises when it is necessary to make adjustments to planned activities in order to enable the student to access the curriculum fully and make progress.
- Responds to on-the-spot incidents requiring immediate attention/decisions on/off school premises and/or without direct contact with a senior member of staff.

Resources

Prepares appropriate visual resources for the use of student at school and in the home.
Responsible for use of any personalised equipment, IT equipment, communication aids.

Work Environment

Work Demands

- Work may be subject to frequent change and interruption.

Physical Demands

- Involves some sitting with student but may have sustained periods of physical activity, involving bending, crouching, lifting, walking and running e.g. PE lessons.

Working Conditions

- Majority of work takes place in classroom.
- Staff will be involved in outside activities e.g. supervision of playground, sports field activities, off-site educational activities in all weather conditions as required.

Work Context

- Risk of verbal abuse and physical harm from a minority of pupils and members of the public who behave aggressively.

Knowledge and Skills

- BSL level 2 or equivalent
- In depth knowledge, understanding and skills in relation to deaf children and young people
- Experience of working with students and their families
- Excellent communication skills
- Excellent interpersonal skills
- Skills in and experience of liaising and working closely with schools, parents and other professionals involved with children and young people
- Time management and organisational skills
- Literacy and numeracy skills (GCSE English and Maths to Grade C level or equivalent)
- Team player skills
- ICT capability – to produce appropriate resources
- Knowledge of child development and children's personal development needs
- Knowledge of deaf friendly teaching strategies
- Knowledge of developmental progression in the emotional curriculum
- Has skills and confidence in coaching adults
- Ability to contribute to in-service training to staff in school/parent/carers
- Experience of working in multi-disciplinary teams

Position of Job in Organisation Structure

This post is a specialist role within the school's team of School Assistants.



Benefits of working at Pathfinder

Pension Scheme

As an employee of Pathfinder MAT you are offered membership of either the Teachers' Pension Scheme; or for support staff, the Local Government Pension Scheme. As well as employee's paying contributions into the scheme (banded, based on earnings level) Pathfinder MAT also pays into the scheme on your behalf at the following rates (regardless of earnings):

Support Staff Pension Scheme

LGPS – Pathfinder MAT contributes an additional 19.9% of your salary.

Teachers' Pension Scheme

Pathfinder MAT contributes an additional 16.48% of your salary.

For more information please visit:

www.teacherspensions.co.uk www.nypf.org.uk

Cycle to Work Scheme

For staff who wish to purchase a bike for the purpose of travelling to work this can be done via Cyclescheme. You purchase the bike you want via the scheme and Pathfinder MAT pays the initial cost upfront and then you pay for it directly from your salary on a monthly basis (12 months is the usual duration). The deductions for the Cyclescheme are taken from your gross pay each month so your taxable pay is lower than it otherwise would be.

For more information visit www.cyclescheme.co.uk

Childcare Vouchers

Pathfinder MAT use Fideliti as the childcare voucher provider. Once you have registered with them they will send invoices to the MAT on a monthly basis for the value of the vouchers you want. The MAT will then deduct the same value from your gross pay each month so that your taxable pay is lower than it otherwise would be. Fideliti deal with all of the administration of childcare vouchers with you and your childcare provider directly.

For more information about the scheme please visit:

www.fideliti.co.uk/default.aspx

Employee Assistance Programme



**Education
Support
Partnership**

Making sure everyone in Pathfinder Multi Academy Trust team gets the support they need whatever their worries, at home or at

work. The 24/7 confidential Employee Assistance Programme offers specialist counselling and information meaning everyone has support at any time.

What does it provide?

The Employee Assistance Programme is available 24 hour a day, 365 days a year, is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. It provides:

- **Emotional support and counselling**
- **Specialist information on work-life balance**
- **Financial and legal information**
- **Management consultation to support those responsible for managing others**
- **Up to six sessions of face-to-face or telephone counselling**
- **Access to online Cognitive Behavioural Therapy (CBT)**
- **Information on local services such as elder care and childcare**

The Education Support Partnership experts assess each call individually and decide what the best course of action for each caller is, whether that be counselling, online CBT or signposting to additional services.

Education Support Partnership Grants

A confidential grants service to help you manage your financial and money worries to get you back on track when you are struggling. If you are working in or retired from the education sector and are suffering financial problems caused by unemployment, ill health, sudden life events, bereavement or a personal injury the Education Support Partnership may be able to help you.