



DPA
DERBY PRIDE
ACADEMY

Behaviour & Learning Practitioner (12 months fixed term)

GRADE: F (Point 18)

ACTUAL SALARY: £24,834 - £25,396

**CONTRACT: 37 hours per week, 41 weeks per
year**

START DATE: 04 September 2023

CANDIDATE INFORMATION PACK



Version: July 2023

What's included within this pack?

Within this pack you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- Welcome from the Headteacher
- About Derby Pride Academy
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). This Behaviour & Learning Practitioner position presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very exciting time.

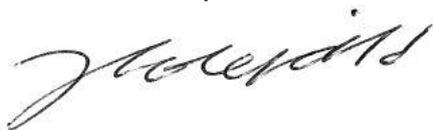
We are eager to appoint a dedicated practitioner who is passionate about enabling our students to access educational opportunities via an individualised curriculum, and, as much as possible, enabling and supporting them to be active citizens in the wider community.

If you think you've got what we're looking for, we look forward to receiving your application for consideration.

For further information, please contact Rachael Locker, Administration/Exams Officer, on 01283 550667 or via email to r.locker@derbyprideacademy.co.uk.

I wish you well in your application.

Yours faithfully



Julian Scholefield
Chief Executive Officer

About Esteem Multi-Academy Trust

Esteem Multi-Academy Trust currently comprises of twelve academies throughout Derbyshire, Derby City, and east Staffordshire. Formed by a group of like-minded school leaders in August 2018, the MAT is currently responsible for the education and care of approximately 1,200 students and employs around 750 staff. The total revenue budget for the MAT is approximately £27 million and plans are in place to expand further.

Esteem Multi-Academy Trust includes 7 special schools, 4 alternative provision academies and a mainstream infant and nursery school with an enhanced resource provision educating young people with autism and learning disabilities. We wish to grow further to fulfil our vision to become a centre of excellence for special educational needs and disabilities (SEND) in the midlands. We have a well-defined set of values and a clear vision for the MAT to become a regional hub for expertise in SEND and inclusion. We share a collaborative ethos, believing that we can achieve more for our pupils as a collective group of schools than we could separately. Our academies focus on the holistic needs of the young person, due to students' vulnerabilities. So, 'joined-up thinking', between our academies and different agencies, is essential to deliver the right support for our students.

The main aims of Esteem MAT are to:

- Provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world;
- Deliver high standards and value for money from our support services, resources, estate and technology; and
- Invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice.

As a group of academies working together, we can share and deliver better practice. We will be able to commission health, care and therapy services in a fully 'joined-up' way.

Welcome from the Headteacher



Dear applicant,

Thank you for your interest in the post of Behaviour & Learning Practitioner at Derby Pride Academy. It is with great pride that I welcome you to our schools. There is something very special about Derby Pride Academy, South Derbyshire Support Centre, and

Fountains High School, and we are incredibly proud of our unique students, supportive parents, inspirational staff and forward-thinking governors, where we all work together to make our environment a safe, happy and fun place to learn and prepare for adulthood.

We provide our students with a chance to engage in education whilst they prepare to regain a mainstream school, or specialist SEN place; students may find alternative placements supported by the academy or develop a range of skills to prepare them for employment, apprenticeship or other study routes beyond 16.

Take some time to have a look around our website, or better still, arrange a visit to see us in person.

We welcome applications from candidates who, having read the application pack, feel they have the necessary skills and experience to fulfil this role. The closing date for applications is 03 September 2023 at 23:59.

Interviews will be held during week commencing 11 September 2023. I look forward to meeting you.

Kind regards



Mr Gareth Allen

Executive Headteacher

Fountains High School, South Derbyshire Support Centre and Derby Pride Academy

About Derby Pride Academy

Derby Pride Academy works to engage and sustain learning for vulnerable and challenging young people. We work with our students to improve their attainment, behaviour, attendance, self-esteem, and confidence whilst providing skills to support development as responsible members of the community; we raise expectations and contribute to the well-being and cohesion of the community we serve.

We believe that provision based on teaching young people how to achieve in core subjects, in managing personal behaviours and in developing employability skills is vital to success.

We deliver Alternative Provision which recognises that students are all individuals with different strengths and weaknesses, acknowledging that mainstream education is not for everyone.

We provide our students with a chance to engage in education whilst they prepare to regain a mainstream school, or specialist SEN place; students may find alternative placements supported by the academy or develop a range of skills to prepare them for employment, apprenticeship or other study routes beyond 16.

Further information about our academies can be found on the websites at:

<https://www.esteemmat.co.uk/>

<https://www.derbyprideacademy.org.uk/>

Advertisement

Job Title: Behaviour & Learning Practitioner

Location: Derby Pride Academy, Orient Way, Derby DE24 8BY

Grade: Grade F (Point 18) £24,834 - £25,396

Start date: 04 September 2023

Contract: 37 hours per week, 41 weeks per year, 12 months fixed term

We are eager to appoint a Behaviour & Learning Practitioner to provide effective and efficient learning and study support to pupils across the curriculum within Derby Pride Academy.

This role will be responsible for establishing a supportive relationship with the pupils and their parents/carers, monitor behaviour and achievement, and cover classes in the absence of teachers.

You will have excellent organisation and communication skills with experience in managing challenging behaviours from students and supporting a positive learning environment. The successful candidate will be formally accountable to the Behaviour Manager, School Business Manager, and Headteacher.

Benefits include: LGPS Pension Scheme (18.5% employer contributions), Westfield Health membership and free parking.

For further information, please contact Rachael Locker, Administration/Exams Officer, via email r.locker@derbyprideacademy.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 03 September 2023 (23:59)

Interview date: WC 11 September 2023

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Job description and person specification

Job Description: Behaviour & Learning Practitioner

Post Title:	Behaviour & Learning Practitioner
Location:	Based at the Derby Pride Academy
Purpose:	<p>Working with the pupils across the curriculum, either within the classroom or withdrawn as directed by the class teacher, to support the educational needs of the pupils.</p> <p>The Behaviour & Learning Practitioner, under the direction of the Behaviour Manager, will:</p> <ul style="list-style-type: none"> ○ Address barriers to learning for groups of pupils, both through small group and 1:1 support, in order to enable them to achieve their full potential. ○ Develop and implement study support and out of school activities where possible. ○ Be responsible for the day-to-day performance of their tutor group, supporting individual pupils to succeed. ○ Participate in Quality Assurance processes to ensure standards are high (e.g. commenting on reports, creating Pen Portraits, creating Individual Behaviour Plans, etc.). <p>Behaviour & Learning Practitioners are required to attend the academy on the GCSE examination results day in August. This is set by JCQ and published in a timely manner.</p>
Reporting to:	Behaviour Manager
Responsible for:	<ul style="list-style-type: none"> • Taking into account the particular needs involved, to enable the pupil(s) to learn as effectively as possible both in group situations and individually, e.g., <ul style="list-style-type: none"> • Clarifying and explaining instructions • Ensuring the pupil is able to use the equipment and materials provided • Motivating and encouraging the pupil as required • Assisting in areas of weakness, e.g., language, behaviour, reading, spelling, handwriting/presentation, recording, social skills, etc. • Helping pupils to concentrate on and finish work set • Meeting physical needs as required whilst encouraging independence • Providing targeted intervention in literacy, numeracy, behaviour, social skills, study skills organisational skills, etc., • To establish a supportive relationship with the pupil(s) and their parents/carers concerned. • To support the induction and review of placements of pupil in the academy. • To develop methods of promoting/reinforcing pupils' self-esteem.



	<ul style="list-style-type: none"> • To monitor behaviour and achievement of identified pupils, providing targeted intervention (both directed and using initiative). • To collaborate with the Attendance Officer to improve attendance and punctuality, providing targeted intervention (both directed and using initiative). • To act as a member of the team around the identified pupils, generating accurate and up-to-date records of all issues, interventions and communication by collaborating with the SENCO and Behaviour Manager. • To accompany identified pupils to appointments, where appropriate.
<p>Supporting:</p>	<p>the Teacher in the following ways:</p> <ul style="list-style-type: none"> • To record behaviour and achievement of pupils • To contribute to the maintenance of the pupil(s) records and other admin tasks. • To provide regular feedback about the pupil to different members of staff, as well as parents • To work collaboratively with the teacher • To model speaking and listening skills • To reinforce Derby Pride Academy’s Code of Conduct and uphold the academy’s high expectations for behavior, attendance and learning. <p>Derby Pride Academy in the following ways:</p> <ul style="list-style-type: none"> • To develop a relationship to foster links between the pupil’s home and Derby Pride Academy. • To contribute to reviews of the pupil’s progress as appropriate. • To participate in the academy’s Staff Development Programme and INSET. • To deliver intervention and redirection work, in support of the Behaviour Manager. • To understand their professional responsibilities in relation to the academy’s policies and practices, including those concerned with pastoral and personal safety matters, including bullying. • To carry out any other reasonable tasks as directed by the Senior Leadership Team or Behaviour Manager which falls within the remit of the post. • To cover whole classes in the absence of teachers • To manage challenging behaviour in the classroom and beyond • To ensure all pupils are focused and on track to meet the lesson objectives • To support any pupils who are struggling with the work set for their lessons • To assist the Exams Officer with the preparation of exam rooms, ensuring rooms meet requirements • To invigilate examinations in a quiet and unobtrusive manner, following protocols identified in training and as set by JCQ. • To provide support in accompanying the Attendance Officer for home visits of identified pupils, including holding clinics to improve attendance.

		<ul style="list-style-type: none"> To accompany pupils on educational visits, reward trips and vocational provision where required. To provide opportunities for both staff and pupils in areas of skill, where possible.
Working Time:		Full time – 37 hours per week Occasional evening work may be required
Salary/Grade:		Grade F (Point 18) £24,834 - £25,396
Disclosure level		Enhanced
PRINCIPLE RESPONSIBILITIES		
To Achieve the Above		<ul style="list-style-type: none"> Cover episodes of learning in the absence of Teachers and other BLPs. Contribute to the reporting of the progress made by pupils Provide opportunities for small group work, and individual support in addressing targets identified in ILPs and EHCP's Support curriculum delivery, and develop learning support materials and resources for individuals and small groups in collaboration with teaching staff Undertake baseline testing and assessment of new pupils Contribute to pupil ILPs and Annual Reviews for EHCP pupils Contribute to the production of pupil information packs (PIPs) Support small groups and individual pupils with literacy, numeracy and other areas of the curriculum Prepare breakfast for pupils on arrival Provide supervision for pupils at break and lunchtime as required Contribute towards the provision of a safe and supportive environment Be allocated to a tutor group and contribute to the delivery of the tutor time programme or be keyworker for identified pupils Be a point of contact for pupils in your tutor group and communicate weekly with parents Diffuse and divert obstructive behaviour and assist all staff in maintaining agreed acceptable standards of pupil behaviour Ensure safekeeping of all teaching resources and equipment Contribute to the production of site displays of pupil work Ensure that teachers have resources required for their lessons to function efficiently and swiftly Promote and reinforce pupils' self-esteem, independence and participation within the school and wider community Work as a flexible, collaborative team member with and under the guidance of a variety of teaching staff Be sensitive to the issues surrounding pupils who may exhibit challenging behaviour, are disaffected, have learning difficulties and complex needs Undertake other duties identified by the Headteacher within the general description and responsibilities of the post Adhere to existing working practices, methods, procedures, undertake relevant training and development activities and to respond positively to new and alternative systems

		<ul style="list-style-type: none"> • Use information technology and associated systems in accordance with school policies • Comply with relevant health and safety legislation, policies and procedures in the performance of the duties of the post • Carry out the duties and responsibilities of the post in compliance with the Trust’s equal opportunities and environment policies • Maintain confidentiality and observe data protection and associated guidelines where appropriate • Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of the responsibilities of the post
--	--	--

OTHER GENERIC RESPONSIBILITIES:

		<ul style="list-style-type: none"> • Represent and promote the ethos and values of Esteem Multi-Academy Trust • Ensure pupil and staff safety and safeguarding at all times • To be accountable for all decisions made within the parameters of the job description • Participate with performance management and training and activities that contribute to personal and professional development • Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities • Provide a high standard of customer service in all dealings internal and external to the MAT • Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified • Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description • The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition
--	--	---

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: Behaviour & Learning Practitioner

QUALIFICATIONS AND EXPERIENCE		
Essential		<ul style="list-style-type: none"> GCSE (or equivalent) Maths and English. Recent inset experience Of working with pupils who exhibit challenging behaviour and are disaffected. Of developing learning support materials for pupils with SEN and working 1:1 or with small groups.
Desirable		<ul style="list-style-type: none"> Of an off-site/small educational setting. Of an alternative educational setting other than mainstream Of delivering education in teacher absence Of contributing to a small team
ROLE SPECIFIC KNOWLEDGE AND ABILITIES		
Essential		<ul style="list-style-type: none"> Of safeguarding and child protection policies and procedures A wide variety of behaviour management strategies and techniques Of confidentiality/data protection issues Of the use of ICT (ie word processing, e-mail and internet capabilities) Of how to contribute to the provision of a safe and supportive environment Ability to diffuse and divert obstructive behaviour and assist all staff in maintaining agreed acceptable standards of pupil behaviour. A good team worker who can work in a collaborative manner under the direction of a variety of teaching staff. Willing to engage in any professional development activities which will aid the effective completion of tasks required by the post. Promote and reinforce pupils' self-esteem, independence and participation within the educational setting. Ability to be creative and think outside of the box with innovative ideas
Desirable		<ul style="list-style-type: none"> Ability to contribute to pupil ILPs and Annual Reviews Ability to assist in Assessment, Recording and Reporting procedures as required by Teachers and the Head of Centre. Knowledge of anger management or counselling techniques that can be used to support pupils Knowledge of delivering phonics to pupils or developing literacy sessions Experience of producing risk assessments for pupils
KNOWLEDGE AND ABILITIES		
Essential		<ul style="list-style-type: none"> A demonstrable, passionate commitment to improving the lives and opportunities of children and young people with special educational needs and challenging behaviours Commitment to upholding and promoting the ethos and values of the Academy Kindness, Integrity, honesty and fairness Commitment to equality

		<ul style="list-style-type: none"> • Proven leadership and decision-making skills • Excellent time management, organisational and administrative skills • Knowledge of relevant legislation (KCSIE, Working together to safeguard children etc.) • Ability to work with tact, diplomacy and discretion and maintain confidentiality • A professional, pragmatic, and risk-based approach • Ability to develop effective teamwork and promote and maintain effective relationships • Creative thinking with the ability to anticipate and solve problems • Ability to multi-task, prioritise and remain calm in a pressurised environment • Personal energy and resilience in the face of challenge • Full driving licence
Desirable		<ul style="list-style-type: none"> • Knowledge or experience of special schools and pupil referral units • have a good understanding of harmful sexual behaviour (HSB) and Child-on Child abuse

Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2022' guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity is suitable to undertake the role. Interviews and DBS checks are also undertaken.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.

Application process and timeline

Application forms are available on our website at <https://www.esteemmat.co.uk/vacancies>.

After the closing date, shortlisting will be conducted by a panel who will match your skills and experience against the criteria in the Person Specification. You will be selected for interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications prior to interview. Any relevant issues arising from references will be discussed at interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

Closing date for applications: 03 September 2023 (23:59)

Interview date: WC 11 September 2023

For further information, please contact Rachael Locker, Administration/Exams Officer, via email r.locker@derbyprideacademy.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.