** Ark Byron and Ark Priory Primary Academies**

**Graduate Teaching Assistants – EYFS, KS1 and KS2**

* **Looking for a new and exciting challenge?**
* **Excited by the prospect of contributing to the development of a new school in brand new facilities?**
* **Looking to teach in an outstanding setting?**
* **Keen to work in a supportive team with many opportunities for career progression.**

**Ark Byron** and **Ark Priory** are two form entry schools based in Acton. We take great pride in the diversity of our student body, celebrating all backgrounds and cultures. Our community is already very strong and we are fortunate to have a committed and supportive parent body.

This year Ark Byron is based at its sister school, Ark Priory, which was rated “outstanding” by Ofsted in June 2015. In spring next year Ark Byron will move a short distance away to a brand new building in a fantastic park setting in Acton Park.

We are now looking for Graduate Teaching Assistants to join our team of teachers. **The Graduate Teaching Assistan**ts will support teachers, parents and other colleagues in order to create an effective, safe and purposeful environment in which pupils can make outstanding progress. **We are looking for candidates who are aspiring to be teachers.**

Both academies work to provide the best possible education and experience for its pupils. We focus on citizenship and a drive for academic success. Our core values are “courage,” “exploration,” “endeavour” and “excellence.”

There are plenty of opportunities for career progression. This will also provide access to regular training and coaching, excellent facilities and resources and opportunities to share best practice regularly across other Ark schools.

We offer our staff a supportive, challenging environment, coupled with a strong CPD programme. If you are looking for an opportunity to propel a new school forward and be part of children’s development at a crucial time in their life, we would love to hear from you.

Join our schools and you will be supported by the expertise of the senior leadership team and experienced network colleagues to develop your career. This is a great opportunity for those wishing to pursue a career in primary teaching and represents excellent preparation for teacher training programmes such the Ark Teacher Training programme [www.arkteachertraining.org](http://www.arkteachertraining.org).

If you have the drive, enthusiasm and resilience for a challenging but rewarding new opportunity, then we’d love to hear from you.

**Our ideal candidate will:**

* have experience working with young people in a paid or voluntary capacity
* have a strong academic background in English and mathematics
* be a positive role model for the pupils in your care
* believe in high expectations and be committed to seeing that every child reaches their full potential.
* be able to inspire learning beyond the classroom, ensuring that learning doesn’t stop once the school day ends
* be prepared to be innovative and creative
* be a team player
* enjoy what they do

**If you have the drive, enthusiasm and resilience for a challenging but rewarding new opportunity, then we’d love to hear from you.**

If you would like to discuss the role or have any queries, please contact the school on **020 3110 0787/ 0717**

To apply, please visit <https://goo.gl/zq3sNg> by **11am** on **Wednesday 28th June 2017.**

**Closing date:** 11am on Wednesday 28th June 2017.

**Start date:** 1st September 2017

**Salary:** Band 4 (inner London) £18,797 pro rata term time only (£16,510.42 actual)

**1 year contract:** *we anticipate that Graduate Teaching Assistants will apply for the Ark Teacher Training programme for September 2018.*

*Ark**is committed to safeguarding children; successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

**Job Description: Graduate Teaching Assistant**

**Reporting to:** Head of School

**Start date:**  1st September 2017

**Salary:** Band 4 (inner London) £18,797 pro rata term time only

(£16,510.42 actual)

**1 year contract.**

**The Role**

To support pupils, parents, teachers, and the school to establish a supportive and nurturing learning environment in which children make rapid academic progress and form habits of excellence.

**Key Responsibilities**

* Provide support for learning and playtimes
* Feeding back to the teacher on progress made
* Promote independent learning
* Encouraging children to take responsibility for their own learning and promoting development of self-esteem
* Carrying out a child's care plan (education, social, behaviour and personal)
* Liaise with the SENCO

**Outcomes and Activities**

**Learning Support**

* Plan and facilitate group teaching
* Plan and undertake direction for one to one teaching and intervention
* Observe, record and feedback information of pupil performance
* Assist in creating materials for curriculum delivery and display boards
* Assist with whole class teaching
* Assist with behaviour management within and outside the classroom.
* Promote inclusion and acceptance of all pupils in the school, including those with physical, learning and behaviour difficulties
* Work with teachers to assess the needs of individual children
* Work with the SENCO and other teachers to implement Individual Education Plans and develop resources for pupils who have: English as a second language, speech or language impairments, or behaviours that interfere with learning and/or relationships
* Provide off-site community based opportunities for pupils, if appropriate to the job assignment.
* Assist pupils' achievement outside of the classroom

**Other Support**

* Supervise pupils in playgrounds, lunchrooms, etc
* Assist with follow-through for related services, e.g., speech/language therapy, occupational therapy, physical therapy
* With the teacher, develop communication with families
* Attend regular meetings and training, as required
* Participate in trips and visits.

**Other**

* Undertake other various responsibilities as directed by the Head of School.

**Person Specification: Graduate Teaching Assistant**

**Qualification Criteria**

* Maths and English GCSE or equivalent at grade C or above
* Qualified to degree level
* Right to work in UK.

**Behaviours**

**Personal characteristics**

* Genuine passion and a belief in the potential of every pupil
* Helpful, positive, calm and caring nature
* Able to establish good working relationships with all other staff
* Able to follow instructions accurately but make good judgements and lead when required.

**Specific skills**

* Good communication skills, including written and oral
* Good numeracy and literacy skills
* Competent with computers and other technology
* Good administrative and organisational skills
* Able to lead intervention sessions for pupils after receiving training
* Able to understand and implement particular strategies and methods to help pupils to improve their learning and enjoyment of learning
* Able to help implement the necessary routines and patterns to establish good behaviour management within the school
* Able to deal with minor incidents, first aid, and the personal health and hygiene of the pupils
* Show discretion and understand the importance of confidentiality

**Other desirable training and skills**

* Other interests such as Art, ICT, music (playing an instrument) or sporting activity

**Other**

* Commitment to equality of opportunity and the safeguarding and welfare of all pupils
* Willingness to undertake training
* This post is subject to an enhanced DBS disclosure.

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies.  In order to meet this responsibility, we follow a rigorous selection process. Any omissions or discrepancies in employment history will be explored.