



THE ELMS

CANDIDATE INFORMATION





Welcome

The Elms is an independent co-educational school for children aged from 6 weeks to 11 years old. Located in Long Eaton, Nottinghamshire, The Elms is part of Trent College, and enjoys a beautiful, shared 45-acre campus with state-of-the-art facilities, including modern classrooms and sports facilities, as well as dedicated Nursery and Pre-School buildings, and wonderful outdoor learning facilities.

The Elms journey begins in the Nursery, which was recently rated 'Outstanding' in all areas. Here learning through play and exploration builds confidence and curiosity about the world around them.

As children progress through the school, the focus on exceptional pastoral care and inspirational teaching, along with a vast array of enrichment opportunities, ensure that our children leave us with the independence and resilience to embark successfully upon their senior school education.

Rated 'Excellent' across the whole school by the Independent Schools Inspectorate in 2021, we have highly qualified and experienced teaching staff who are committed to providing an excellent standard of education. We also have a large population of support staff, ensuring that our friendly school and beautiful campus operate to the very highest standards and our pupils are happy and flourish.



Our Location

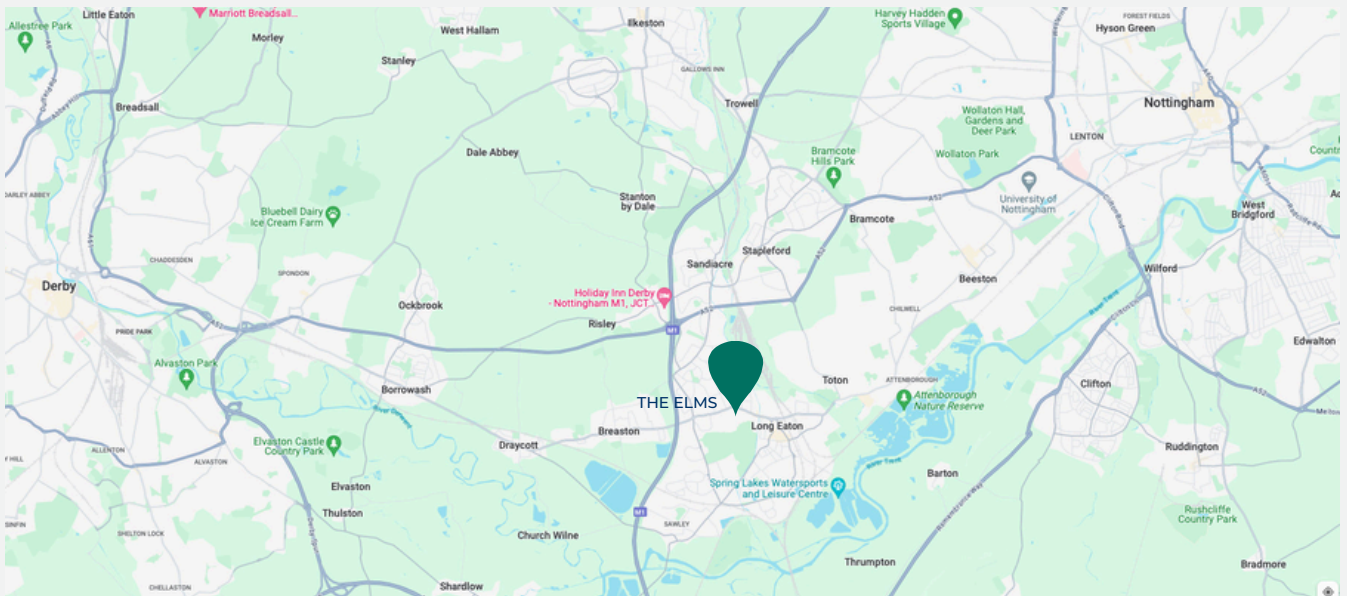
Trent College and The Elms are conveniently situated on the border of Nottinghamshire and Derbyshire.

Ideally located at the heart of the UK's motorway system, we are only 2 miles from junction 25 of the M1, which provides easy access to the M42 and A1.

Reaching Trent College by rail couldn't be easier. Long Eaton boasts its own train station, located 1.5 miles from the schools. Rail routes through Long Eaton run along the Midlands Main Line route, with direct routes to London, Loughborough, Leicester, Birmingham, Nottingham, Derby, Chesterfield and Sheffield.

Our Local Community

Working in partnership and serving the community are natural and very important values at Trent College and The Elms. We work with many local schools in Long Eaton and the wider Erewash borough to increase opportunities and aspirations, and to share the school's excellent grounds, facilities and specialist staff.



1:1 Learning Support Assistant

Job Description

Reporting to: Head of Learning Support and Headmaster

OVERALL RESPONSIBILITY

- To assist in the support and inclusion of a pupil with an EHCP within school by working with the teacher to plan and provide appropriate provision.
- To deliver the provision outlined in the individual's EHCP.
- To provide feedback on progress to the class teacher and Head of Learning Support.
- To work as part of the school team to keep children safe.

DUTIES

Support & Deliver Learning

- Work effectively as part of a team with other teaching staff in addressing the special educational needs of the named pupil and contributing in a more general manner to the quality of teaching and learning. This includes attending various meetings where these are relevant e.g. annual review meetings.
- Support and complement the work of teachers by:
 - Responding to individual needs by planning and personalising resources for the named pupil.
 - Supporting the teacher in behaviour management and reinforcing agreed rules in working with the named pupil.
 - Assisting with assessing, recording and reporting (including verbal and written feedback to the teacher and parents) on pupil progress and attainment.
 - Planning (with a teacher) specific strategies and targets for improvement, including the compilation, implementation and review of IEPs or Support Plans.
 - Liaising with the teacher and the Head of Learning Support regarding the needs of the pupil.
- Work with and act upon guidance provided by teachers, and other professionals.
- Comply with all school policies – particularly those on child protection, health and safety, code of conduct, confidentiality and data protection.
- Support members of staff in providing a safe learning environment.
- Contribute to the curriculum eg by assisting on school outings and various activities as required by prior negotiation.

Supporting Named Pupil

- Plan and deliver learning activities under the guidance of the teacher.
- Assist in the promotion of development and learning (physical, social, emotional and behavioural).
- Work to develop inclusion of the named pupil within a lesson.
- Be familiar with a range of teaching resources and strategies suitable for the needs of the pupil and use them effectively, e.g.
 - Working with the teacher to provide appropriate learning tasks and resources for the named pupil.
 - Adapting resources to suit the needs of the named pupil.
 - Delivering appropriate interventions for the named pupil, and other pupils, for whom this may be relevant for.
 - Using initiative to suggest ways to support the named pupil.

- Assist in the personal and social care of all pupils e.g. by giving time to listen to their concerns, to enable pupils to feel valued and respected.
- Establish and promote productive relationships with all pupils, acting as a role model and setting high expectations.
- Act in accordance with the school's policies and procedures such as those relating to SEN and Child Protection.

Person Specification

Essential:

- Qualifications – Level 3 Teaching assistant.
- Experience of working with pupils with SEND.
- Knowledge of ways to adapt resources for an individual's needs.
- Excellent organisation and time management skills.
- Excellent communication skills and be able to work with a range of people and become part of a school team.
- Ability to build trusting relationships, adapting to different pupils' personality.
- Be willing to take part in basic first aid training and the necessary update courses.
- Be willing to undertake any necessary professional development, taking full advantage of any relevant training and development opportunities available.
- Be willing to participate in collaborative planning sessions; provide additional pupil support or any activity directed by the Head of Learning Support.

Desirable:

- Experience working with pupils with EHCP support.
- Knowledge of SLPDs such as dyslexia and dyscalculia.
- Knowledge of interventions to support emotional well-being.
- Experience delivering targets from outside agencies such Speech and Language or Educational Psychology.
- Experience working with children who have sensory processing needs.

Terms and Benefits

- This is a term-time only role. The successful candidate will be required to also attend school on INSET days and take part in first aid training.
- Hours of work are 25 per week; expected to be 8.30am to 2pm with a 30 minute daily unpaid break.
- Staff can enjoy free lunches in the Obolensky Dining Hall during term time.
- Free car parking is available on site and staff have access to a cycle to work scheme.
- Staff are able to make free use of the school gym and leisure facilities at designated staff times.
- A flexible retirement plan run by TPT Solutions (formerly The Pensions Trust), including death in service benefit.
- Enhanced sick pay is available to all staff, and enhanced family benefits such as maternity pay.
- Staff are eligible for fee remission for children attending the school, in line with our policy.
- We provide a range of benefits to support staff including counselling, and an employee assistance programme.



Making an application

Candidates who wish to apply for this post should download an application form from our website and email it to lucy.deller@trentcollege.net

Please also attach a covering letter addressed to the Deputy Head, Mrs Lucy Deller.

The closing date for applications is **Friday 25 July 2025 at 9am**.

Interviews are scheduled for Friday 1 August 2025 but we can be flexible on this date.

If you have any questions please email recruitment@trentcollege.net or lucy.deller@trentcollege.net

Under current legislation, we are required to advise applicants that this appointment will be subject to a satisfactory Enhanced Disclosure with the Disclosure & Barring Service. Details of any criminal record (spent or unspent, due to exemption from the Rehabilitation of Offenders Act 1974) must be disclosed at interview. Only relevant convictions and other information will be taken into account so disclosure need not necessarily be a bar to obtaining a position at Trent College.