The Shared Learning Trust

THE CHALK HILLS ACADEMY

WHY WORK FOR THE CHALK HILLS ACADEMY?

ABOUT US

- £30 million state of the art building with well-equipped classrooms, in an Ofsted rated 'Good' school.
- You'll be working alongside a collaborative, forward thinking Principal and Senior Leadership Team who are here to support and develop you
- Unparalleled CPD opportunities with free courses every Thursday, catered to your development needs
- Excellent opportunities to develop and grow in a successful and expanding academy
- Freshly brewed coffee for staff on arrival to the academy every morning in your own 12oz Bamboo reusable cup
- Employee of the month scheme, winning shopping vouchers
- Fantastic staff benefits that make a difference to your work-life balance
- 15% of annual membership for Active Luton Gym

WE LOOK FORWARD TO HEARING FROM YOU

Please read the information in this pack. If you are interested in this job opportunity, please apply online today via our career site on: https://www.thesharedlearningtrust.org.uk/vacancies3/60982.html

If you have any questions about the role or would like to visit the academy, please contact **HR Recruitment, Jay Powell on 01582 211 226** or j.powell@thesharedlearningtrust.org.uk

If you decide to apply, you should include a letter with your application form on no more than two sides of A4, giving your reasons for applying for the post, addressing information you have read in the pack with particular reference to the person specification and outline any relevant experience you would bring to the trust. Please do not send a generic letter; we really are looking for someone who is prepared to respond to us as an individual trust. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it.

SAFEGUARDING

"We believe in the safeguarding and welfare of children and expect all staff to share this view.'

The academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. We are an equal opportunities employer.

The Department of Education (DfE) has set out statutory guidance 'Keeping Children Safe in Education' for schools and colleges on safeguarding.
Safeguarding is defined in paragraph 4 as: "Protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes."

The definition of 'children' includes everyone under the age of 18.

HERE'S WHAT OFSTED HAVE TO SAY

"Together with your leadership team, governors and the trust, you have established high expectations for behaviour, teaching and achievement. Leaders have made sure that strategies are in place which have to led to improvements in the quality of teaching, learning, assessment and the curriculum. Leaders have high expectations for pupils' behaviour. Leaders work well with staff to ensure that the school is typically a calm, orderly and purposeful environment." ***Ofsted May 2018***

MEET OUR LEADERSHIP

Dear Applicant,

It is a privilege and an honour to lead Chalk Hills Academy.

Our students are extremely motivated and have an exceptional desire to achieve and behave impeccably. Our staff are highly qualified and work tirelessly in the pursuit of world class progress for all of our students. The facilities at Chalk Hills Academy are state of the art, providing students with the opportunity to develop their interests and skills in a wide range of areas.

As an Academy within the Shared Learning Trust, we believe our key aim is to give every child the best possible opportunity to flourish and develop into decent, disciplined, well-educated and employable adults. Learning is clearly at the heart of all we do.

I am delighted to extend a warm welcome to you.

Best wishes,

Raza Ali, Senior Principal

RAZA ALI,
HEAD OF SCHOOL

'IT IS THE SUPREME ART OF THE TEACHER TO AWAKEN JOY IN CREATIVE EXPRESSION AND KNOWLEDGE.'
- ALBERT EINSTEIN

We aim to recruit staff who:

- Are excited by their role and by the prospect of working with young people, even those who are less motivated
- Love the processes of learning and teaching are keen to continually develop their own skills
- Recognise that teaching can be a demanding job but react positively to those demands rather than complaining
- Will subscribe to the ethos of the trust and 'go the extra mile' in terms of time and commitment to get the very best from our young people
- See break duty as an opportunity to talk to children
- Are quick to praise and slow to criticise and are not afraid to admit to seeing themselves as potential leaders of the future

I am conscious that this may be first your contact with trust and first impressions are very important. I hope what you have read, coupled with anything else you discover about us, inspires you to apply for this post.

With best wishes, Cathy Barr, CEO

VISION & VALUES

'STRIVE, ACHIEVE, BELIEVE'

We are a unique family of schools, sharing our practice and beliefs to enable young people to achieve more that than they ever thought possible. At The Shared Learning Trust, we will provide exceptional opportunities for all to be aspirational and develop a passion and excitement for learning! We will ensure our children, students and adults cultivate a strong self-belief so that they can flourish and develop into successful, well-rounded, self-respecting people. Our commitment to this vision can be demonstrated by our behaviours:

STRIVE

We will:

- Provide a caring, nurturing environment where children and young adults feel happy, healthy and supported. Our academies will be places of safety, enabling pupils to develop courage, strong ambition and be the best that they can be
- Continue to work together to share innovative practice and to provide a wealth of opportunities for all pupils and staff
- Have a Cross-Trust focus on high achievement and standards, where children are supported to meet ambitious targets
- Focus on the development of all our staff through quality recruitment and retention, with excellent opportunities for clear and dynamic career progression

ACHIEVE

We will:

- Aspire to provide exceptional lessons and learning opportunities, incorporating effective use of new technologies, enabling our learners to be successful and innovative
- Shared strong trust approaches to our key issues, e.g. teaching, assessment, attendance and curriculum development
- Offer an interesting yet challenging curriculum in each of our academies
- By our all-through education, guarantee excellent 2-19 provision, with clear progression routes for all
- Continue to expect good behaviour and conduct at all times, allowing all to make progress and achieve excellence
- Place emphasis on collaboration with partners outside of our trust to maximise opportunities for all in our trust

BELIEVE

We will:

- Enable all of our learners to develop and flourish, through close working and regular communication with our families and local community
- Care for our families beyond the school day, supporting the development of high self-esteem and belief
- Ensure that every child in our trust reaches their full potential by providing exciting opportunities both inside and outside of the classroom
- Promote can-do attitudes and resilience across the trust that develop belief and high expectation

ABOUT THE CHALK HILLS ACADEMY

Providing the very best education for all our students is the simple goal for The Chalk Hills Academy. Whilst firmly rooted in traditional values, we have made our Academy a vibrant and exciting place with a positive ethos that runs throughout the Academy. We want our children to flourish and develop into decent, disciplined, well-educated and employable adults.

We have an innovative curriculum, which makes the transition from primary to secondary education an enriching and enjoyable experience and enables students to follow a personalised route to success. Our students are achieving the highest standards in the classroom, on the sports field and among the community.

Our state of the art building which we moved into in February 2011 offers cutting edge facilities that are benefiting students even further. Our hardworking and motivated staff are providing outstanding lessons and are given the best possible support. We work closely with parents and carers, encouraging their children to achieve and ensuring that excellent progress is made.

With the rigorous use of data, constant assessment of student progress and quality assurance methods, together, we are achieving more than we ever thought possible. We instantly respond if students experience difficulties. Dialogue with teachers is encouraged as a framework for students to develop ideas, ask questions think about their learning.

TEACHER TESTIMONIAL

NATASHA JABBAR, CO -PRINCIPAL

"Moving from Industry to Teaching was a daunting yet exciting experience; I joined Stockwood Park Academy as an instructor to see if teaching was for me and have never looked back! The seamless transition into education was exciting, demanding, and the best decision I made. Like many teachers at the school, my role has evolved, and I have been fortunate enough to work across the Trust in different positions. The Trust has provided me with multiple opportunities to grow and develop. I now work as an Assistant Principal at The Chalk Hills Academy, with a focus on The Teaching Trust, Admissions and Science. I feel extremely privileged to be working for an organisation that inspires learning, growth, confidence and creativity, and challenges students to rise to their full potential in a warm and caring environment."

Ofsted
...a good school

STAFF BENEFITS

We offer a fantastic range of benefits across our trust, supporting our staff in a variety of ways. From an extensive **Wellbeing package,** to an onsite car wash, you can be reassured that we have your best interests at heart.

- Staff social events, including 5-a-side football and BBQs
- Free eye test vouchers
- Free, onsite car parking at all academies
- Reduced gym membership & free onsite gym*
- Reduced rates for onsite professional car wash
- Cycle to work scheme
- Staff recognition with reward shopping vouchers
- Support for all staff with an experienced licensed counsellor
- Enhanced pension employer's contribution & death in service payment
- Onsite Indian head or shoulder massage
- Free tea & coffee plus a reusable Bamboo coffee cup for new starters
- Dry cleaning & ironing service
- Online delivery drop off service, including Amazon deliveries
- Support with relocation, including a range of information and contacts
- Refer a friend £500 bonus scheme

CAREER PROGRESSION

Offering all our colleagues the opportunity to progress and flourish within their careers is paramount at The Shared Learning Trust.

Therefore we have partnered with the Teacher Development Trust, offering our colleagues to further their professional development by studying for specialist NPQs which are all completely funded.

We also offer CPD through The National College, offering a huge variety of CPD courses to all staff.

perkbox

All colleagues have access to Perkbox, our Employee Benefits Programme, offering them a huge range of perks from vouchers, to free hot drinks or sausage rolls, from online gym classes to free online movies and a substantial **wellbeing package**.

When it's your birthday, you can also choose from a wide range of birthday boxes, complimentary of us!

MEDICAL

Perkbox also provides access to 24/7 access to GP appointments, confidential support and guidance through our Employee Assistance Programme.

Colleagues have access to a team of fully qualified counsellors and advisors, with support for a range of emotional, legal and financial issues, along with a **wellbeing portal**, full of resources and videos.

RECRUITMENT BOOKLET

The Shared Learning Trust
THE CHALK HILLS ACADEMY

SEE MORE AT

WWW.THESHAREDLEARNINGTRUST.ORG.UK

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Learning Support Assistant

The Chalk Hills Academy are seeking to appoint a **Learning Support Assistant.**

- Are you passionate about supporting students?
- Are you looking for a school that will train and support you to gain your QTS?
- Do you have experience working in small groups or 1:1 with SEN/EAL children?

If the answer is yes to these questions, The Chalk Hills Academy would love to hear from you!

The Chalk Hills Academy are seeking to appoint Learning Support Assistant, with possible opportunities for internal responsibilities' with in the team, to help support the teaching and learning of an individual or groups of students. We are looking for enthusiastic, dynamic and knowledgeable candidates who will contribute to the intellectual and social development of students and support their achievement in Literacy and Numeracy and other specific curriculum areas as directed.

If you want to train to become a teacher but not sure how, The Chalk Hills Academy can train and develop you so you can gain your Qualified Teaching Status. If you are a graduate and interested in starting as a Learning Support Assistant, after 12 months of successful completion in this role we can support suitable candidates in becoming a qualified teacher.

We are looking to recruit Learning Support Assistants who have the right attitude and will represent our positive 'can do' ethos that runs through our Academy. Therefore, you do not need to be a graduate to be successfully appointed for this role.

The successful candidate will

- Previous experience working with children/young people
- Experience of working in an educational setting
- GCSE or equivalent including at least grade 4 in English and Maths
- Experience of planning and leading small group teaching/interventions desirable
- Good knowledge of SEN
- Good IT skills (with good knowledge of Microsoft applications e.g. word, excel, etc)
- Good literacy and numeracy skills
- Excellent communication skills
- Team player and the ability to be able to build effective relationships with both colleagues and students
- Able to work using initiative

Job Specifics

Start date: Asap or following a notice period
Salary: NJC L3 6 -8 £23,893-£24,702 actual pro rata £19, 559-£20,221 35 hours per week
Job Role: Permanent, Full-time, Term-time, 39 weeks per annum, 35 hours per week

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Job Description: Learning Support Assistant

Purpose

Support the class teacher in all aspects of teaching and enhance learning opportunities for students, bringing to bear knowledge and practical experience gained through working with students' framework of the strategic plan, as well as the individual academies' strategic plans

Principal Responsibilities

- Under the direction of the class teacher, following agreed lesson plans, support the teaching and learning of individual or groups of students, using support strategies appropriate to the needs of students, providing feedback and liasing over problems. Contribute to the intellectual and social development of students and work with individual small groups of children to support the achievement of literacy and numeracy targets and in other specific curriculum areas, as directed. Prepare, maintain and deploy appropriate learning aids, materials and equipment.
- Contribute significantly to the planning of teaching and learning for the whole class and/or individual students. Contribute to the planning of lessons and work programmes, the devising of activities and target setting.
- Contribute to the monitoring, recording and assessment of student progress through observation and questioning, against student targets (and Individual Educational Plans where relevant) keeping detailed records of individual's progress.
- Contribute to the development of a purposeful working atmosphere and implement and monitor the school's behaviour and any related policies and procedures. Invigilate tests and examinations as directed.
- Under the direction of the SENCO/Vice Principal develop and maintain supportive relationships with parents, carers and others of the student's community. Work collaboratively with other agencies and professionals, as necessary, including educational psychologists, health professionals, education welfare officers, to meet the personal and educational needs of individual students.
- Contribute to the care, health and welfare of students in accordance with the school's health and safety and related policies.
- As required, contribute to specific aspects of teaching, learning and personal development, for example, extra-curricular activities, school visits, etc.
- Contribute to the order and cleanliness of the classroom environment.

The above lists are by no means exhaustive; it is more of a guide of expected duties. The post holder may, therefore be directed by the Board to undertake any other duties commensurate with this role

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PERSON SPECIFICATION

QUALIFICATIONS

- National Occupational Standard Level 2 or equivalent would be desirable.

EXPERIENCE, KNOWLEDGE AND UNDERSTANDING

- Some experience in the care and/or education of children.
- Some experience of planning, monitoring and assessment of students' work.
- Some experience of working in an educational setting.
- Some experience of working with people with a range of special needs

SKILLS AND ABILITIES

- Able to contribute constructively to and work effectively as a member of a team.
- Able to work on own initiative with parents/carers and the child's community within an agreed framework and set of objectives.
- Able to communicate effectively at a range of levels, e.g. with children, parents, other professionals, etc.
- Able to contribute to the support of children in all areas of personal and educational development.
- Able to keep accurate records.
- Able to support learning in numeracy at relevant Key Stage.
- Able to support learning in literacy at relevant Key Stage.
- Basic information technology skills e.g. databases and spreadsheets

ATTITUDES AND APPROACHES

- Able to recognise common forms of discrimination and to report this if detected.
- Some understanding of the issues in an urban multi-cultural context
- Some knowledge of how students learn
- Some knowledge of curriculum requirements
- Have a good sense of humour

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.