

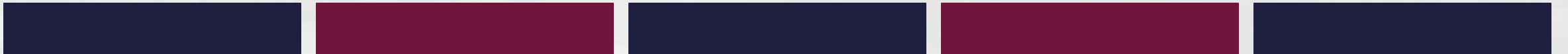
CASTLE PRIMARY ACADEMY



Astrea Academy Trust
INSPIRING BEYOND MEASURE

Teaching Assistant

CANDIDATE PACK



Open Letter from our Principal

Dear Candidate,

Thank you for your interest in this role within our school.

We are a small and friendly, family school who believe in giving children the best possible education and care so that they make a successful start on their learning journey.

You would be joining the school at an exciting stage in our development as we make the journey towards excellence. We are a small but highly committed staff who are looking for an enthusiastic and creative teacher to join our team.

The school is situated in the community of Conisbrough on the outskirts of Doncaster and benefits from good working relationships with parents and enthusiastic children.

If you follow this link it will take you to our website where you will find more information about the school. <https://www.astreacastle.org>

You are also most welcome to visit the school and/ or contact me at admin@astreacastle.org with any questions you may have.

I look forward to meeting you.

Claire Blagden

Principal at Castle Academy



We can offer you:

Enthusiastic and caring children who are keen to learn.

An opportunity to be part of an inspiring team that plays a central role in the broad and diverse community it serves.

An opportunity to make a difference to the lives of the young people and families in Doncaster.

Commitment to your continuing professional learning and career development.

A hardworking team who are committed to promoting high achievement across the curriculum and school.

A good humoured, industrious, highly skilled and enthusiastic staff team.

Supportive and effective leadership.

Access to our Employee Assistant Programme.

Astrea Academy Trust is fully committed to being diverse and inclusive workforce where together we can embrace each other's unique individuality, background and heritage. We believe that by reflecting and representing the communities and people we serve, we will better and further the life chances of our pupils.



Job Description

JOB TITLE:
Teaching Assistant

REPORTING TO:
Principal

SALARY RANGE:
£23,893 - £24,702

ACTUAL SALARY IF PRO RATA:
£16,716 - £17,282

CONTRACT TYPE:
Fixed Term

WORKING PATTERN:
30 hours per week, 39 weeks per year (term time plus 5
INSET days)



Role Description

Purpose

To assist in the raising of attainment by ensuring that all pupils have equal opportunity to fulfil their full potential.

Key Accountabilities

- To aid pupils to learn as effectively as possible both in group situations and independently by, for example:
- Liaising with class teacher, SENCO and other professionals about individual support plans (ISPs), contributing to the planning and delivery as appropriate
- Delivering targeted small group and 1:1 interventions to close gaps in learning across the school.
- Consistently and effectively implementing agreed behaviour management strategies
- Helping to make appropriate resources to support pupils.
- To undertake lunchtime duties on a contracted regular basis.
- To undertake breakfast club duties on a contracted regular basis.

Key Responsibilities

- Clarifying and explaining instructions
- Ensuring pupils are able to use equipment and materials provided
- Motivating and encouraging pupils as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
- Assisting in weaker areas, e.g. speech and language, reading, spelling, numeracy, handwriting/presentation etc..
- Using praise, commentary and assistance to encourage pupils to concentrate and stay on task
- Providing additional nurture to individuals when requested by the class teacher or SENCO
- To establish supportive relationships with pupils.
- To promote the acceptance and inclusion of pupils with SEND, encouraging pupils to interact with each other in an appropriate and acceptable manner
- Monitor pupils' responses to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- To give positive encouragement, feedback and praise to reinforce and sustain pupils' efforts and develop self-reliance and self-esteem
- To mark pupils' work under the direction of the class teacher
- To support pupils in developing social skills both in and out of the classroom
- To provide regular feedback on pupils' learning and behaviour to the teacher/SENCO, including feedback on the effectiveness of the behaviour strategies adopted
- Under the direction of the teacher, carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development
- When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance
- Deliver, monitor and evaluate the impact of targeted interventions under the direction of the Vice Principal.
- To know and apply school policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc.
- Where appropriate to develop a relationship to foster links between home and school, and to keep the school informed of relevant information
- To be aware of confidential issues linked to home/pupil/teacher/school
- To contribute towards reviews of pupils' progress as appropriate

Person Specification

Experience

- Successful classroom experience
- Successful experience in a primary setting.

Education and Qualification

- NVQ Level 2 or equivalent qualification in childcare or education together with good numeracy and literacy skills.
- Understands and values the processes of planning monitoring and evaluation as an aid to raising standards.

Skills and Knowledge

- Ability to relate to and motivates pupils
- Works well within and contributes to team development
- Ability to work under pressure and recognise and manage stress
- Highly organised
- Good written and oral communication skills
- The ability to interpret statistics to support academy improvement
- Enthusiasm and determination
- Responds effectively to daily challenges
- Clear knowledge of and commitment to Safeguarding.

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy

About Astrea

Astrea is an ambitious, dynamic and young trust with a mission to tackle historic educational disadvantage and raise quality standards across all of our schools. Our academies are based across South Yorkshire and Cambridgeshire, often in areas or at schools which have experienced generationally poor educational opportunities. Our role is to change that. We have grown rapidly over the last four years and now educate around 14,000 students in 27 academies and settings. Whilst our educational outcomes have improved over the last 4 years, they are not yet as strong as we would like them to be, nor as strong as our students and communities deserve. With this in mind, we are entering a new period in our development. We are increasingly clear and specific about our vision for behaviour, curriculum and teaching quality.

Key Characteristics of our academies:

- High aspirations, with a firm emphasis on academic attainment
- A knowledge-rich curriculum that develops a general knowledge of the world not simply for progression for the workplace, but for the love of the acquisition of knowledge
- A calm and purposeful learning environment built on mutual respect and centralised behaviour systems
- Outstanding pastoral care with the provision of specific trust delivered SEMH services where appropriate to the pupil
- Standardised reading and arithmetic catch-up programmes for pupils where this is relevant that are taught by specialists
- Active parental and community involvement
- A broad range of extra-curricular activities including sports, music, performing arts and academic clubs

Objectives for pupils:

- Encourage all children to be confident, hard-working and ambitious, regardless of background
- Transmit a core body of knowledge to all pupils and the ability to think for themselves in order to be aware of the world around them
- To be active and thoughtful participants in their local community
- To be successful in achieving their qualifications at both GCSE and A Level

A knowledge-rich education:

- By a knowledge-rich education we mean a rigorous and extensive, knowledge-based education that draws its material and methods from the best and most important work in both the humanities and the sciences.
- The aim of a core-knowledge education is not primarily to prepare pupils for a job or career, it is more to transform their minds so that they are able to make reasonable and astute judgments and engage fruitfully in conversation and debate – not just about contemporary issues, but also about the universal questions that have been troubling mankind throughout history.
- We want children to leave our schools with the confidence that comes from possessing an essential general knowledge. A knowledge-rich education should not confine itself to the Western canon, but should embrace other cultures and traditions. What that canon includes will be subject to review, but will always be closely connected to the history and the present nature of the society in which we live, including our international connections.

View the [Astrea 2025 Strategy here](#)

Astrea Academy Trust are delighted to be part of such an important movement, which will ensure we have the guidance to challenge attitudes towards disability, tap into wider talent pools and help all individuals across the Trust fulfil their potential and realise their aspirations. As a Disability confident employer we have pledged to promote a culture that ensures there are no barriers to the development and progression of disabled staff.

Astrea Talent Programme

We believe that everyone has talent. At Astrea, we want your career to flourish, nurturing potential through the Astrea Talent Programme. This provides a defined career pathway, with associated personal and professional development way points and opportunities, funded by the Trust, wherever you start on the pathway. From apprentice to senior leader, we are devoted to growth and fulfilment. We want you to realise your ambition plus competence towards a brilliant education for all our pupils, giving them the opportunities they truly deserve.

