



ALL SAINTS
Multi Academy Trust

All Saints Multi Academy Trust &
The Academy are appointing a

Learning Support Assistant

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Letter from our CEO

Thank you for your interest in a position within the All Saints Multi Academy Trust.

All Saints Multi Academy Trust is at an exciting time in its development and is committed to its mission of ensuring that all young people achieve and are successful.

All Saints Multi Academy Trust is a joint Catholic and Church of England trust with our Christian values driving all decision making, always in the best interests of our children and young people.

You will be joining a values driven, inspirational and ambitious organisation, so we are looking for an Outstanding candidate who can provide the highest quality of service to Hope Academy and the Trust.

You will be committed to supporting our Christian and educational vision, providing strong leadership and supporting colleagues in ways which bring out their potential. Ultimately you will ensure that the best possible outcomes for our people are achieved.

Yours faithfully

Heather Duggan

CEO



Trust Information

The All Saints Multi Academy Trust is jointly sponsored by both the Diocese and the Archdiocese of Liverpool and is inspired by the ecumenical vision of Bishops' Sheppard and Worlock that we are 'stronger and better together' placing partnership working at the heart of what we do! Community is at the heart of our family of Academies, and we are proud to work closely in partnership with the communities that we serve.

Each of our Academies is unique and has its own identity yet underpinned by the Christian values of the All Saints Multi Academy Trust. We work together to ensure that our Academies are places where academic success is achieved, belief is inspired, and opportunities are created. Most importantly, our Academies are safe and happy places where children can learn and thrive.

Our vision is to create a multi academy trust of exceptional and distinctive Christian schools which deliver outstanding education and learning, share best practice to raise standards and build aspiration for the children and members of its community while maintaining positive diversity and choice for parents – a vision that we are already well on our way to realising.

At present, the Trust is made up of one primary school, four secondary schools, and two sixth form colleges. We will be welcoming more schools into the Trust family over the next 12 months, and we are excited at this prospect of growth.

To support our expansion, we are pleased to be part of The Church of England's Flourishing Trusts Network, which supports multi academy trusts from around the country, encouraging everyone to 'flourish together'.



Trust Vision & Values

All Saints Multi Academy Trusts' vision is inspired by the ecumenical work of Bishop David Sheppard and Archbishop Derek Worlock in Liverpool in the 1980's which focussed on breaking down barriers that may stand in the way of progression, but that ultimately communities and groups are 'stronger together'. Our aim is to create a Multi Academy Trust of exceptional and distinctive Christian schools which deliver outstanding education and learning, who share best practice to raise standards and build aspiration for the children and members of its community, maintaining the positive diversity and choice for parents.

'Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms. If anyone speaks, they should do as one who speaks the very words of God. If anyone serves, they should do so with the strength God provides'
1 Peter 4:10-11

Community is at the heart of our academies. Together we challenge social inequality and enhance social mobility, as our partnerships of schools act as the springboard from which ambition is cultivated and our students thrive.

This vision will be achieved through the Trust's commitment, to the following values:

Service

With a willing heart, we show God's love to support those around us – we act as one to put our communities first. Undoubtedly, we are better together.

Inclusion

We ensure that everyone is valued for being who they are. Embracing different cultures, perspectives, ways of thinking and beliefs, has, after all, made our city stronger, and we will ensure that our Academies build on this rich tradition.

Aspiration

Our Academies are places where knowledge is shared, interests are ignited, and successes celebrated. Every member of our community will recognise and embrace what they can achieve and realise that no door is closed for their future.



Hope Academy Information

Hope Academy is an 11-16 Christian Academy which stands at the centre of our local community. Serving the Archdiocese and Diocese of Liverpool, we are inspired by Jesus' example of servant leadership. Therefore, at Hope Academy we follow in the footsteps of Christ in everything that we do. Our mission is to deliver high quality education by working together to inspire excellence guided by Christian values. As a Christian Academy, we consider the spiritual and social development of our young people to be as important as their academic success. Jesus asked us to love one another as he loved us, so we ensure that we celebrate and develop the uniqueness of every individual. Guided by the Holy Spirit, we live by our core values of

Respect - Courage - Ambition – Hope

These values ensure that - as a community - we care for ourselves and one another. Our team of teachers and support staff are dedicated to making a difference to the lives of our students by 'serving one another through love' and we do this by offering a wide, varied and challenging curriculum throughout all key stages. Our students engage with a range of extra-curricular activities in order to develop their wider passions and enhance their Academy life. We believe that all our students have something wonderful to offer and we work passionately to nurture these talents, making sure that all members of our Hope Community have the opportunity to live our vision of serving others through love.

Hope Academy enjoys a magnificent building surrounded by spacious grounds. There is every opportunity for students to succeed, as we have outstanding facilities which include advanced science laboratories, a recording studio and photography studio, a fully equipped technology suite and a state-of-the-art gym. Students benefit from spacious and stylish surroundings and can enjoy social interaction in both indoor and outdoor situations.

Hope Academy Mission, Vision & Values

At the core of our Academy's actions is our central mission: 'Working together to inspire excellence, guided by Christian Values'. It is through this mission that the community live our Core Values of Respect, Courage and Ambition. By serving each other through love we show *respect* to our neighbour, *courage* to be the best version of ourselves, *ambition* to help all those who come into our lives and *hope* to make the world a better place through our actions.

The personal and character development of our students is central to how we nurture and support our community. We are very proud of the Hope Inspire Programme which is delivered daily during form time and is underpinned by our core values. During this 5-year learning programme, students regularly engage in critical discussions and activities which explore our Christian Ethos, as well as addressing statutory requirements linked to Personal Health and Social Education (PHSE); Spiritual, Moral, Social and Cultural (SMSC); and Careers Education, Information, Advice and Guidance (CEIAG). The Inspire Programme is designed to prepare students to graduate from Hope Academy as young independent learners who are secure in their place in the world, who know themselves and their ambitions for the future and how to achieve them.

Our Vision

Hope Academy is a family, guided by Christian love, in which we serve our whole community with empathy and compassion, helping every member to flourish so all can pursue a rich and full life.
'Serve one another through love' (Galatians 5:13)

Our Mission

Working together to inspire excellence guided by Christian values.
'Do to others as you would have them do to you.' (Luke 6:31)

Our Values

RESPECT 'Love your neighbour as yourself' (Matthew 22:39)

COURAGE 'Be strong and courageous. Do not be frightened, and do not be dismayed, for the Lord your God is with you wherever you go.' (Joshua 1:9)

AMBITION [Jesus said] "I am among you as the one who serves" (Luke 22:27)

HOPE 'I will put my hope in God' (Psalm 42:5)

Application and Interview Process

After the closing date, shortlisting will be conducted by a panel. Please read the job description and person specification carefully before writing your application. All candidates invited to interview must bring the following documents:

- Documentary evidence of right to work in the UK.
- Documentary evidence of identity that will satisfy DBS requirements such as current driving licence including a photograph and/or passport and/or full birth certificate.
- Documentary proof of current name and address (i.e utility bill, dated within the last three months).
- Where appropriate any documentation evidencing changes of name.
- Documents confirming any educational or professional qualifications that are necessary or relevant for the post.

Please note that originals of the above are necessary. Photocopies of certified copies are not sufficient.

References and Pre-Employment Checks

We will seek references for candidates who have been successful at shortlisting and have been invited for interview. We will seek references prior to attending for the interview. We may approach previous employers for information to verify experience or qualifications before interview. In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people.
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people.
- Emotional resilience in working with challenging behaviours.
- Attitudes to use of authority and maintaining discipline.

Conditional offer: Pre-employment Checks

Any offer to successful candidates will be conditional upon:

- Verification of right to work in the UK.
- Receipt of at least two satisfactory references (if these have not already been received).
- Verification of identity checks and qualifications.
- Section 128 check.
- Prohibition order.
- Satisfactory DBS Disclosure and Barred List Check.
- Verification of professional status such as QTS status, NPQH (where required).
- Completion of Employee Health Declaration.
- Where the successful candidate has worked or been resident overseas in the previous ten years, such checks and confirmations as may be required in accordance with statutory guidance.



Vacancy Specific Information

Learning Support Assistant



About the Role

Can you create the leaders of tomorrow by inspiring today's learners?

Join our team who work in state-of-the-art facilities, and have the drive, passion and determination to deliver outstanding teaching and learning experiences to our young people. We are seeking an enthusiastic and passionate Learning Support Assistant with a good work ethic, a sense of moral purpose and a genuine desire to make a difference to the lives of our young people. You will help us to drive change and create a happy and safe place for learning together and achieving ambitious objectives. You will be driven by a desire to serve our Hope community through love. If you believe that your values and ambitions align with ours, and you believe that you can support our journey to deliver our vision, we would love to hear from you.

Our curriculum is designed to inspire the minds of our students and build the leaders of the future, giving all students the opportunities to thrive and achieve the best version of themselves. Our focus is on the highest quality of teaching, with bespoke CPD for all staff in order to achieve our goal.

Hope Academy benefits from its membership of the All Saints Multi Academy Trust, a unique joint denominational multi academy trust who operate across Liverpool, St Helens and Sefton.

Salary	NJC Grade 2, SCP3-5
Contract	Temporary until 31 August 2026
Start Date	ASAP
Closing Date	20 April 2026 @ 09:00
Shortlisting	21 April 2026
Interviews	TBC

Applications should be made through our recruitment portal on our website

allsaintsmat.org/latest-vacancies/

The All Saints Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo safeguarding checks appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). The post is exempt from the Rehabilitation of Offenders Act 1974 and the Trust is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

The Trust is an equal opportunities employer.



Job Description

Job Role	Learning Support Assistant
Location	Hope Academy, Ashton Road, Newton-le-Willows, WA12 0AQ
Salary	Grade 2. SCP 3 - 5
Contract	Temporary, Term Time + 5 days (32.5 hours per week, 39 weeks)
Reports To	SENDCo
Responsible For	No Line Management Responsibility

Main Purpose

To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes to enable access to learning for students and to assist the teacher in the management of students and the classroom. Work may be carried out in the classroom or outside the main teaching area.

Duties & Responsibilities

Support for students

- Establish good working relationships with students, acting as a role model.
- Be aware of and respond appropriately to individual student needs ensuring effective interaction.
- Provide specific support to students dependent upon their individual needs ensuring their safety whilst supporting access to learning activities.
- Promote inclusion and acceptance of all students.
- Encourage students to interact with others and engage in activities led by the teacher.
- Promote self-esteem and independence.
- Provide feedback to students in relation to progress and achievement under the guidance and direction of the teacher.

Support for teachers

- Provide clerical/administration support (e.g. photocopying, typing, filing, etc.)
- Assist with the display of children's work.
- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans.
- In liaison with the teacher, utilise strategies to support students in achieving learning goals.
- Report student achievements, progress and issues as appropriate in agreed format.
- Undertake student record keeping as needed.
- Administer routine tests and invigilate exams
- Promote good student behaviour, dealing promptly with conflict and incidents and encouraging students to take responsibility for their own behaviour in line with established school policy.
- Establish constructive relationships with parents/carers.

Support for the academy

- Be aware of and comply with school policies and procedures relating to child protection, health, safety and security, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned).
- Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop.
- Contribute to the school ethos, aims and development/improvement plan.
- Appreciate and support the role of other professionals.



- Attend relevant meetings as required.
- Undertake student supervision duties at break and other times when required.
- Undertake the role of form/family tutor when required.
- Participate in training and other learning activities as required.
- Assist with the supervision of students out of directed lesson time, including before and after school if appropriate and within working hours.
- Accompany teaching staff and students on visits, trips and out of school activities as required

General

- The Trust is an ambitious organisation with a strong leadership and governance who have plans to expand the Trust in future. The duties of this role will include any other duties to support the HR related activities to further the Trust's ambitions in line with the grade.

Safeguarding

- To be aware that all staff are responsible for the safeguarding and promoting of the welfare of children.

Corporate responsibilities

- Pursue and promote the achievement and integration of diversity and equality of opportunity throughout the academy's activities.
- Plan, monitor and review health and safety within areas of personal control.
- Participate in the academy's performance management process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues.
- Undertake other such reasonable duties as may be required from time to time and to annually review the role and responsibilities.

Additional Information

- All staff are responsible for the implementation of the Health and Safety Policy as far as it affects them, colleagues and others who may be affected by their work. The post holder is also expected to monitor the effectiveness of the health and safety arrangements and systems to ensure that appropriate improvements are made where necessary.
- This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading.
- The job purpose and key statements remain indicative and by no means exclusive – given the evolving needs of the academy, flexibility among staff is very important.
- The academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- A DBS certificate will be required on successful application to a position at the academy.

This job description may be amended at any time in consultation with the postholder.

All staff at All Saints Multi Academy Trust should actively follow and promote the mission, policies and standards of the Trust which require:

- Supporting the ethos of the Trust which enables students to experience, develop and practise Christian values and living.
- Be fully committed to raising standards.
- Create a culture which celebrates the positive and encourages all kinds of achievement.
- Ensure, good communication and working in partnership with others.



- Support a caring and compassionate community, through being aware and responding to the needs of others.
- Promote a happy, stimulating and ordered environment.
- Be committed to high standards of professional co-operation and integrity.



Person Specification

Job Role Learning Support Assistant

Qualifications and development	Essential	Desirable
Numeracy and literacy skills to GCSE / level 2 or equivalent	E	
Willingness to participate in relevant training and development opportunities	E	
Willingness to undertake appointed person certificate in first aid administration		D
Training in special educational needs strategies		D
NVQ level 2 or 3 Teaching Assistant qualification or equivalent		D
Knowledge and understanding	Essential	Desirable
Working knowledge of relevant policies/codes of practise and legislation		D
Understanding of inclusion, especially within a school setting	E	
Experience of resources preparation to support learning programmes		D
Effective use of ICT to support learning	E	
Ability to use other basic technology	E	
Working knowledge of classroom practices and roles and responsibilities		D
Basic understanding of child development and learning processes		D
An understanding and working knowledge of the national curriculum and other		D
Skills and attributes	Essential	Desirable
Ability to work effectively within a team environment, understanding classroom roles and responsibilities	E	
Ability to build and maintain effective working relationships with all pupils and colleagues	E	
Ability to promote a positive ethos and role model positive attributes	E	
Ability to work with children at all levels regardless of specific individual need and identify learning styles as appropriate	E	
Ability to adapt own approach in accordance with pupil needs	E	
Excellent personal numeracy and literacy skills	E	
ICT skills to be able to support learning	E	
Ability to communicate effectively with all members of the school community	E	
Good organisational skills	E	
Approach to work	Essential	Desirable
Commitment to the Academy's Christian ethos	E	



Personal qualities and attributes	Essential	Desirable
Passionate about education with a clear commitment to quality	E	
A commitment to inclusion and equal opportunities	E	
The ability to identify and establish the principles of an outstanding/exceptional Academy/School	E	
Firm and fair management style with interpersonal awareness and concern for impact	E	
Can lead from the front, and lead by example with high professional standards	E	
Commitment to Christian faith as demonstrated by a faith reference	E	
Safeguarding	Essential	Desirable
Commitment to safeguarding and promoting the welfare of children and young people	E	
Excellent understanding of statutory safeguarding requirements	E	

This job profile remains indicative and by no means exclusive. Given the evolving needs of the Academy, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.

The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced DBS Check.

The Trust is an equal opportunities employer.



CONTACT US



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All Saints Multi Academy Trust is the operating name for The Liverpool Joint Catholic and Church of England Academies Trust (Company Number 07007398).
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