

WE ARE DELIGHTED TO OFFER A NEW VACANCY AT OUR SCHOOL

TEACHING ASSISTANT

THE CLOSING DATE FOR THIS VACANCY IS MONDAY 29TH JANUARY AT 9.00AM



BLACKLEY
MANCHESTER



SPRING
2024

ASSISTED TOURS OF THE SCHOOL ARE AVAILABLE ON REQUEST



Our Lady's R.C. High School

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E: admin@olsc.manchester.sch.uk

 Find us on Facebook

 Follow us on Twitter

www.olhs-manchester.org.uk

A WARM WELCOME FROM OUR HEADTEACHER

HEADTEACHER WELCOME



Thank you for your interest in our school. Our Lady's is a welcoming, purposeful and calm place where everyone is valued and their uniqueness is celebrated.

Whilst we have had excellent outcomes over recent years, and all our inspection reports (both Ofsted and Section 48) have been graded at least 'Good', it is the recognition from our locality that is most important to us serving our families is our greatest motivation.

Curriculum is rightly a national priority and the move away from judging schools primarily through a narrow set of data is a policy change we certainly welcome. Furthermore, we feel strongly that the curriculum our children experience should be far broader than the National Curriculum. The diverse backgrounds our children come from add a richness to our community and they also demand a curriculum that recognises them – a challenge we embrace. This is also complemented by an enrichment programme that provides all our children with the opportunities to participate in, and enjoy, a wide range of experiences, regardless of economic disadvantage.

I know all Headteachers say this but it genuinely is an exciting time to join the school. Due to being significantly oversubscribed the LA are investing 6

million pounds in developing the school building. We are using this opportunity to enhance the offer for our children but to also embrace the call of Pope Francis to be the custodians of Mother Earth. We are aiming to be 'carbon neutral' in the next three years with the ambition, ultimately, to be 'carbon zero'.

The children are our greatest asset and the vibrancy they bring to the school is both inspiring and uplifting. Many of our children face the challenges that come with living in poverty but if you feel that you could play a part in equalising those factors I encourage you to apply for this role.

Yours sincerely

Lee Ormsby

"The children are our greatest asset..."



SUSTAINABILITY FOCUS

OUR AIM IS TO BE CARBON NEUTRAL BY 2024



NEW BUILDING PROJECT

6 MILLION POUND INVESTMENT



TECHNOLOGY INVESTMENT

A SIGNIFICANT INVESTMENT

WE ACHIEVE OUR MISSION BY CREATING A COMMUNITY OF FAITH, LEARNING AND SERVICE

ABOUT OUR SCHOOL

To Know, Love and Serve God.

OUR SCHOOL MISSION



A message from our Head Prefects



Ketsia and Daryl

HEAD PREFECTS

Our Lady's, I feel, is a school like no other. Every single member of the school has a gift to bring which we help to nurture. I have attended this school for the past four years and can honestly say staff here have helped me in every aspect of my life and can help many others.

This school is one of great diversity - the students alone speak over 73 languages - and every single one is appreciated with the multiple events Our Lady's has to offer - like Culture Day where each country can participate in their very own catwalk! All the staff push the students to reach the best of their abilities which is one of the reasons why Our Lady's gets some of the best results in Greater Manchester. It provides a comfortable learning environment for students so that they too can feel safe and at ease coming to school. I also enjoy the wide variety of clubs on offer, such as roller-skating, book club, chess and keyboard club, and how every student has the same opportunity to join in and make new experiences. Our Lady's is a wonderful school and is a great place for prospective students.

Ketsia

Our Lady's is most definitely more than just a school. It's a community, a family from student to staff. Being a part of said family I can confidently assure anyone it has everything. Beginning with a diverse demographic to the outstanding academic, athletic and creative talent that resonates within every student.

Our Lady's is a school that has something for everyone, and a big part of that is being able to find your people; whether that's on the football team, chess club or debate club. However at the end of the day school is a place we come to learn and no school in greater Manchester can teach like they do at Our Lady's. The staff, from every corner of the school, do their best to aid the students to excel; and the results we achieve are only proof of their efforts.

As a Catholic school belief and love of God is important in how Our Lady's is coordinated, with our mission being "to know, love and serve God". This ensures that teachers and students alike are following and adapting to live a better life for a safer educational environment.

During my time at Our Lady's I've enjoyed celebrations with peers, enrichment activities and rewards for behaviour so i can truthfully admit that it is one of if not the most versatile, sublime schools across Manchester.

Daryl

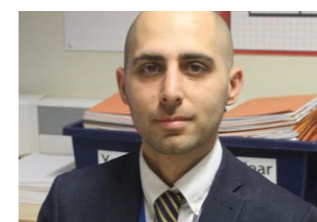
We hope that having read this you feel encouraged to join Our Lady's and we hope to see you soon!

A message from members of our staff body



EMMA WATKINS HEAD OF MFL

Ever since the first day I stepped foot in Our Lady's, I knew that it was a special place. Our Lady's has been an integral part of my teaching journey, having trained here as an ITT before joining as a permanent member of staff. The culture of Our Lady's focuses heavily around celebration and this is mirrored both in the way we appreciate our pupils for all their diverse strengths but also in the way in which staff are championed and supported to develop. As a Head of Year, I am grateful to work in a school where there is a significant emphasis on the importance of safeguarding and high quality, personalised pastoral care. Through strong relationships and a creative approach, all staff ensure that any barriers to learning are swiftly removed to allow both pupils and staff to focus on engaging in a high standard of teaching and learning.



KANE VINCENT DEPUTY HEADTEACHER

Working at Our Lady's over the last seven years has been an exceptionally rewarding experience. Growing up in the local area, I am well aware of the challenges that our students face and as a senior leader within the school I have the opportunity to shape policy and practice around the unique needs of our local community. Beginning here as an NQT, I have been afforded a plethora of opportunities to develop my career, successfully undertaking roles such as head of year and faculty. Working with such a diverse, genuine, warm-hearted staff body I have found that Our Lady's is not just a school, but a welcoming Catholic community that will support you with all of the ups and downs of your personal and professional life.



LAURA HAMILL EARLY CAREER TEACHER

Spending my PGCE year at Our Lady's has helped me to improve and grow as both a practitioner and a person. I feel incredibly fortunate and grateful to have had the opportunity to learn from the most dedicated, hardworking and brilliant team - both in my department and beyond. Becoming a part of the team at Our Lady's has been immensely fulfilling and rewarding, and I am excited to continue my teaching journey here as an NQT.



BRENDAN RABBITT ASSISTANT HEADTEACHER

Teaching at Our Lady's has been an incredibly satisfying and rewarding experience. I have been teaching here since September 2020 and it has always been apparent, from my very first day, that this is a special place for the students and staff with a sense of community. The diverse school community generates a variety of differing experiences and perspectives on critical issues in the past, this really lights up History lessons. The students arrive to lessons with a real hunger to learn, so it's a great responsibility to offer students learning experiences of the highest quality but I have the professional freedom to be creative and innovative in doing so. Additionally, outside of the classroom it's very humbling to see the charitable work undertaken by so many students who want to be an active member of the school community as well as to help others in need, such values run throughout the school which make it a wonderful community to be a part of.

WE ARE DELIGHTED TO ADVERTISE THE POSITION OF

TEACHING ASSISTANT

LEVEL 3 - TEACHING AND LEARNING

START DATE: Spring 2024

SALARY DETAILS: Grade 4:
SCP 7-11
£20,443 - £22,129 FTE

CONTRACT: 32.5 hrs per week
Term time only

The successful candidate will benefit from:

01

OUR UNIQUE SCHOOL ENVIRONMENT

A supportive and nurturing environment that provides high quality, professional, developmental experiences and opportunities.

02

STRONG GUIDANCE AND SUPPORT

A strong leadership and management team who work with a dedicated and conscientious team of teachers and support staff.

03

COMMITMENT TO EQUALITY AND DIVERSITY

We are committed to promoting a diverse and inclusive community and ensuring equality of opportunity. We welcome and encourage applications from everyone, including groups currently underrepresented in our workforce. For more information visit:

www.olhs-manchester.org.uk/equality-diversity/

The Candidate We Are Looking To Appoint

We are seeking to appoint a talented, energetic and resourceful teaching assistant. This is an exciting opportunity for an outstanding individual to make a real impact and shape a role within the school. We are looking for a candidate who will motivate, challenge and inspire students to be the best that they can be; someone who is enthusiastic, has high expectations and is committed to the distinctive ethos of our school. Our Lady's RC High School has 970 students and is a mixed, 11-16 comprehensive within the family of the Diocese of Salford. The relatively new building has good facilities

and bright, flexible learning spaces allowing creativity to flourish. However, the real strengths of the school are the staff, students and governors. This is a warm, caring and happy Catholic school where staff are committed to improving students' life chances and to ensuring the school is the very best it can be.



PERSON SPECIFICATION

CRITERIA FOR SELECTION

A: QUALIFICATIONS FOR THE POST

CRITERIA FOR SELECTION	ESSENTIAL	DESIRABLE
Experience of working with children of a relevant age	E	
Experience of working with children with additional needs		D
A minimum of A*-C GCSE in English and Maths or equivalent	E	
An understanding of the principles of child development and learning processes and in particular barriers to learning		D
A professional qualification relevant to supporting/delivering interventions to students with SEND		D

B: EXPERIENCE / ABILITIES AND SKILLS

Commitment to supporting the distinctive ethos of the school	E	
Ability to relate well to children and adults	E	
Ability to work as part of a team	E	
An understanding of the role of teaching assistant and other professionals working in the classroom	E	
Ability to organise and motivate students	E	
Ability to employ a range of effective teaching and learning styles and assessment methods	E	
Knowledge of strategic processes and barriers to learning including behaviour management strategies	E	

D: PERSONAL AND PROFESSIONAL ATTRIBUTES

Ability to self-evaluate learning needs and actively seek learning opportunities.	E	
Willingness to undertake first-aid training as appropriate.	E	
Tact and diplomacy in all interpersonal relationships with the public, students and colleagues at work.	E	
Self-motivation and personal drive to complete tasks to the required timescales and quality standards.	E	
The flexibility to adapt to changing workload demands and new school challenges.	E	
A personal commitment to ensure that the provision of support is equally accessible and appropriate to meet the diverse needs of the students	E	
Be willing to consent to and apply for an enhanced disclosure CRB check.	E	

JOB DESCRIPTION

T



REPORTING TO
TEACHER/SENIOR
TEACHING ASSISTANT

PART TIME
32.5 HOURS PER WEEK
TERM TIME ONLY

SALARY/GRADE
GRADE 4 SCP 7-11
STARTING
£20,443 - £22,129 FTE



responding appropriately to individual needs to support their progress throughout school

- Promote inclusion and celebrate the diversity of all students
- Encourage students to work independently whilst promoting self-esteem and social inclusion
- Work collaboratively with the SEND team, pastoral team and safeguarding team to support the overall progress of students with SEND
- Use specialist skills / training / experience to support students

SUPPORT FOR STUDENTS:

- Work under the guidance of the SENDCo and teaching staff to implement personalised student support programmes
- Supervise and provide personalised support for students with special educational needs and/or disabilities ensuring their safety and access to learning both in and out of the classroom
- Provide in class support to individuals and groups of children under the supervision and guidance of the classroom teacher
- Deliver small group or one to one intervention sessions as directed by the SENDCo
- Prepare learning resources
- Give regular feedback on student progress, maintain personalised student records and evaluate the impact of interventions
- Establish strong relationships with students as a key worker and role model by presenting a positive personal image and

SUPPORT FOR THE CURRICULUM:

- Undertake structured and agreed learning activities/ programmes, including those linked to local and national learning strategies. Adjusting activities according to student responses and recording achievement and progress and providing feedback to the teacher
- Support the use of ICT in learning activities and develop students' competence and independence in its use
- Assist in the whole planning cycle when needed, including the contribution to the development of lesson/work plans and managing and preparing resources
- Participate in training, including relevant learning strategies and other learning activities and performance management where required

SUPPORT FOR TEACHERS:

- Provide curricular admin support, e.g. Photocopying and differentiated resources if directed
- Undertake student record keeping and updating records, information and data, producing reports as required
- Assist in the development and implementation of behaviour management strategies
- Establish constructive relationships with parents/carers and report on information from parents/carers to the teacher
- Monitor students' responses to learning activities and accurately record achievement/progress as directed
- Administer and assess routine tests and invigilate exams and undertake routine marking of student's work
- Support SEND students pastorally



SUPPORT FOR THE SCHOOL:

- Be aware of and comply with child protection procedures, health and safety and security, confidentiality and data protection, reporting any concerns to the relevant members of staff
- Assist in maintaining high standards of health and safety at all times
- Maintain good relationships with colleagues and work together as a team
- Assist in the supervision of classroom and outdoor activities
- Assist with the supervision of discreet groups of students for short periods when the teacher is not present
- Contribute to the overall ethos/work/aims of the school
- Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop
- Attend relevant staff training and staff meetings
- Participate in training, including relevant learning strategies and other learning activities and performance management where required
- Provide cover for whole classes in the case of short term teacher absence

APPLYING FOR THIS POSITION

Equality Commitment

Our Lady's RC High School is committed to providing a diverse and inclusive community and ensuring equality of opportunity. We welcome and we encourage applications from everyone, including groups currently under-represented in our workforce. For information on how we champion and celebrate diversity and equality, please visit our website

www.olhs-manchester.org.uk/equality-diversity/

Further information

Prospective candidates are welcome to contact school for any further information about the role or to arrange to visit and witness our vibrant community.

Please telephone Sally Royle (Business Support Officer) on 0161 507 9670 or email s.royle@olsc.manchester.sch.uk

Application packs are available online at www.olhs-manchester.org.uk/vacancies/

On behalf of our students, thank you for your interest in our school.



Applications must be submitted by 9:00am on Monday 6th November 2023

Recruitment & Verification Checking

The Governing Body is committed to safeguarding and promoting the welfare of children and young people. Teachers must ensure that the highest priority is given to following the guidance and regulations relating to safeguarding and child protection. Appointment is conditional upon receipt of satisfactory Disclosure and Barring Service (DBS) checks in relation to criminal and child protection matters.

Applying for this Position

Please complete and application form and send to vacancies@olsc.manchester.sch.uk

ONE COMMUNITY



'Teachers expect students to do their best. Students work diligently to meet the high expectations that teachers have for their learning.'

OFSTED 2021



'School is always interesting and no day is ever the same here at Our Lady's.'

STUDENT VOICE

'The lessons are always engaging and staff are extremely supportive.'

OFSTED 2021

'Students behave well and move purposefully around the school. They treat each other with respect regardless of race, gender or culture.'

OFSTED 2021



'Staff place students at the heart of everything that they do.'

OFSTED 2021



'I like how kind and helpful the teachers are. They are very supportive in your needs.'

STUDENT VOICE

'Students value their learning and attendance is high. They show respect for each other's views and opinions.'

OFSTED 2021



'Our Lady's is a truly welcoming and supportive school that I am proud to be a part of.'

OFSTED 2021



**'Real and genuine care
that is reflected in the
quality of relationships
that permeate all levels
of the school'**

SECTION 48 (2016)



**OUR LADY'S RC HIGH SCHOOL
ALWORTH ROAD
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M9 0RP
0161 507 9640**