

Teaching Assistant L1

Term-time plus INSET days,

Hours to be discussed, part-time hours considered

£12.18 (SCP E5) - £12.38 (SCP E6) – Hourly rate

Closing Date: Sunday 26th November 2023

Required ASAP



Evergreen School is a community special school with two purpose-built campuses in Warwick. We have over 280 wonderful children and young adults enrolled who are 4 to 19 years old. This is an exciting time to join our school as we continue to develop and expand, with a new curriculum and fantastic facilities including a swimming pool, hydrotherapy pool, sensory studios, Café and soft-play room.

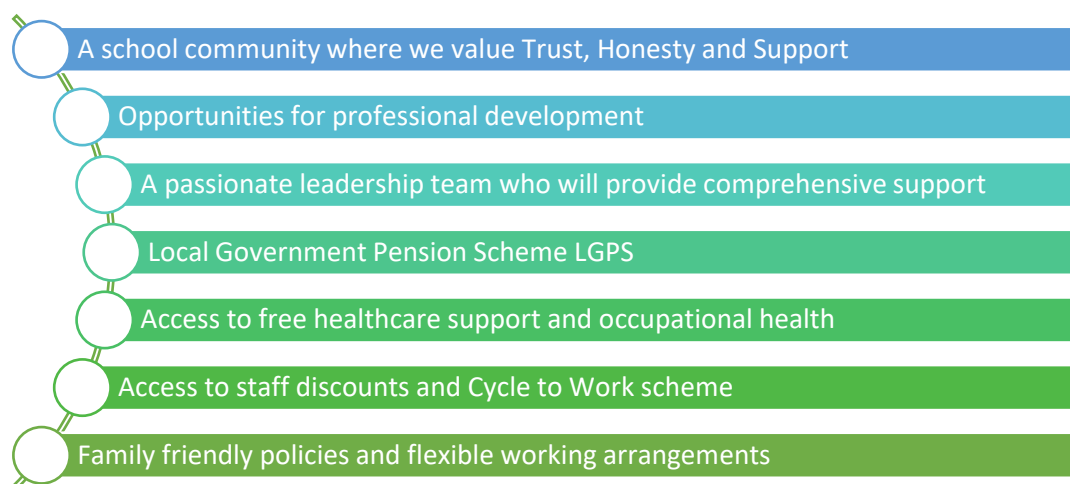
We are seeking Teaching Assistants who share our vision of putting our children, young people and families at the heart of everything we do. Evergreen is a happy school, with committed, enthusiastic and experienced staff, who provide a wonderful supportive working environment for all.

As a **Teaching Assistant L1**, some of your responsibilities will be to:

- Support pupils to reach their full potential
- Work as part of a team with other professionals
- Support pupils in accessing a range of provision such as Rebound therapy and hydrotherapy
- Support pupils during lunchtime
- Support and direct activities with individuals or groups to ensure their safety and facilitate their physical, emotional and cognitive development

This school 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 disclosure.

We will offer the successful candidate:



If you feel that you have the personal qualities, experience, commitment and resilience to achieve our visions and aims, please **complete the online application form**. Please ensure that you refer to the criteria in person specification when you complete your application

<https://www.evergreenschool.co.uk/about-us/vacancies/>

**please note, CV's are not accepted, see attached Recruitment Pack for further information*

About our School

Evergreen School is an all-through community special school across 2 separate campuses in Warwick. We have 284 children and young people on roll ranging in age from 4 to 19 years old. Although our sites aren't strictly split by age, our Deansway Campus provides for predominantly primary-aged children and our Brittain Lane Campus provides for secondary-aged children and young adults.

We think that Evergreen School is a wonderful and exciting place to be and we know that we have the most incredible children. All of us here are learning all of the time. If you have the very highest standards and expectations for yourself and everyone around you, a passion for learning and developing and believe that working with children and young people is the greatest privilege anyone can ever have, then we think you will love it too.

"My leadership philosophy centres around growth mindset, where each individual is encouraged and empowered to grow and develop. I want our children and young people to be excited, and most importantly happy turning up to school each day. Our children and young people deserve to have wonderful experiences of the world around them, learn new skills that are being delivered in an innovative way, thrive and be prepared to live in and contribute to their local community, grow as individuals, follow their interests and be the heartbeat of their curriculum. This individualised and tailored approach is the essence of specialist provision." (Nick, Executive Head Teacher)

Class groups all have a teacher, senior teaching assistant and additional support staff and we have school nurses, and pastoral team that work across the campuses. A multi-disciplinary team including speech and language therapists, physiotherapists, occupational therapists and a wide range of other professionals support the work of the teaching team.

Our pupils benefit from a broad range of educational resources and learning spaces. At our Woodloes Campus, we have a swimming pool which is equipped with a sensory multi-media system, brand new outdoor play area, a soft play room, cookery rooms and sensory room. We also have a fantastic forest school site, and eco project which is a shared provision with the Woodloes Primary School next door. Our secondary campus also has a hydrotherapy pool, gym, music bus, two fantastic forest school spaces, sensory garden and Community Book Café open to the public.

The school has a range of facilities which enable outside professionals to liaise and meet with parents and staff. A variety of clinics are held at the school regularly. We are very well served by computer-driven technology, with large plasma screens and iPads in every classroom. There is high speed broadband internet and Wi-Fi access throughout the school.

We are committed to parental involvement and strive to maintain strong links with families and carers. A home-school communication system is in place via ClassDojo as well as a texting service. The school holds termly parents' evenings, regular workshop sessions and in class learning opportunities alongside the class teams. We have a very active and supportive 'Friends' of the school group (PTA).

We are committed to Safeguarding and promoting the welfare of those we serve, as well as complying with best practice in the application of safeguarding. Therefore, as this role requires working with children, a DBS Disclosure will be required as part of the pre-employment checking process, and re-checking will be required when determined by the relevant policy. We will request references at the shortlisting stage. One reference must be from your current employer.

***We live and breathe our vision of:
"putting our children, young people and families at the heart of everything we do."***

Job Description

Role Profile

Job Title:	Teaching Assistant Level 1		
Salary Grade:	Scale E	JEID	C0060
School:	Evergreen School		
Primary Location:	Evergreen School		
Responsible to:	Assistant Headteacher		
Responsible for:	<p>Responsibility for others: The post has considerable direct impact on the well-being of individuals or groups through providing appropriate care or welfare for those who are personally dependant on the post for basic needs.</p> <p>Responsibility for staff: The post has limited (or no) direct responsibility for supervising other staff. It may be expected to demonstrate tasks or advise/guide new employees, work experience or trainees.</p> <p>Responsibility for budget: The post has limited (or no) direct responsibility for financial resources. May be involved in occasional handling small amounts of cash, processing cheques, invoices etc.</p> <p>Responsibility for physical resources: The post has limited (or no) direct responsibility for physical resources, other than the handling and careful use of equipment (eg computer / PC/teaching materials/resources).</p>		
Purpose of Role	<p>Assists teaching staff in the development and education process of pupils with special needs and with pupil care, support and supervision.</p> <p>The post receives direction from and is accountable to a teacher/assistant headteacher.</p>		
Responsibilities	<p>A duty to comply with the School's Code of Conduct, Child Protection and Safeguarding policies and practices.</p> <p>Curriculum Support – Support pupils' learning as directed, in context of fostering independence and self-esteem (e.g. modelling use of language appropriate to the task, facilitating discussions and interactions, encouraging pupils to reflect on their work) Support the provision of pupils', including Rebound therapy, swimming and hydrotherapy</p> <p>Pupil Support – Carry out appropriate activities as planned, either with small groups or individuals e.g. promoting increased attention and staying on task, helping with physical difficulties whilst encouraging independence Support pupils in accessing the curriculum (and with your pupils, extend play based learning) Provide for physical care of pupils, including lifting, interactive communication, supervision Assistant and support pupils with personal care – e.g. changing, toileting, showering, washing, dressing, undressing, care of clothes, personal hygiene Assist with pupil supervision – e.g. arrival/leaving the class, at breaktime and lunchtime Accompany pupils as directed, e.g. out of the classroom, on visits, trips and out of school activities Deal with minor accidents, upsets</p> <p>Teacher Support – Assist in the day to day management of the learning environment, e.g. preparing/cleaning equipment and resources, preparation of classrooms/art areas etc and outside areas Assistant with equipment hygiene (wash and detox) Display and present children's work Sort and tidy cupboards Cleaning up</p>		

Assist in management of pupil behaviour
 Liaise with parents, answering queries
 Participate in record keeping e.e. providing information to contribute to recording pupil achievement, taking photos of pupils work
 Provide feedback about learning activities, responses to them and support provided
 Undertake routine admin and clerical support (copying, filing, collecting money etc)

Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job. Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

Essential Criteria

Assessed By;

Successful applicant will be subject to a criminal record enhancement check with Disclosure and Barring Service (DBS) before the appointment can be confirmed	A, I & D
Display a commitment to the protection and safeguarding of children and young adults	A, I
Value and respect the views and needs of children	A, I, T
Be aware of and understand health and hygiene guidelines and other regulations e.g. HASAW, Child Protection etc	A, I
Have attended manual handling training, or willingness to be trained	A, D
Have good communication and listening skills	A, I, T

Desirable Criteria

Assessed By;

Be able to use ICT effectively to support learning and use other technology equipment	A, I
Have experience of working with children or young adults	A, I
Have good communication and listening skills including able to use Makaton	A, I
Can understand and support the curriculum	A, I
Understands special education needs	A, I
Understands and able to work with care/support plans	A, I
Knowledge of school rules, procedures and policies	A, I