

Learning Support Assistant

Start date: September 2024

Lynn Grove Academy
Recruitment Pack



**LYNN GROVE
ACADEMY**
*Creative
Education
Trust*



Dear Colleague

Thank you for your interest in Lynn Grove Academy.

The pupils at Lynn Grove make our community special.

In our school, you will find warm and positive young people with open minds who are ready to make the best of opportunities that come

their way. They were instrumental in developing our school ethos and live by the values we talk about every day. They put learning at the heart, are kind, challenge themselves and persevere.

We are a large and friendly staff team who understand the importance of collaboration to support all our pupils to achieve their full potential. We invest heavily in professional development and the CPD offer at Lynn Grove is forward thinking and highly bespoke.

Our ambition is that every young person should leave us with the attributes of a successful young adult ready for the next stage of their education or training. Through our lessons and our extracurricular offer we aim to foster a love of learning and interests that will be enriching and sustaining well into adult life.

We are committed to offering a broad and balanced curriculum that allows all pupils to follow their interests and supports them to achieve highly. We never underestimate the importance of pastoral support and have recently introduced a college system

which allows our pupils opportunities to flourish individually and as part of a wider team. We are so proud of the impact this is having.

We are proud to be members of the Creative Education Trust family of schools. As a CET school we have access to outstanding support from the very best experts in school improvement and professional development. Our pupils benefit from an exciting offer of cross trust enrichment activities and an innovative approach to cross-curricular development through the 'Knowledge Connected' programme.

We are fortunate to enjoy great support from Lynn Grove parents who show a real interest in the progress of their sons and daughters and contribute to the sense that our school is at the very heart of our community.

Lynn Grove is situated between Bradwell and Gorleston, which form part of Great Yarmouth. The school is situated in a quiet residential area surrounded by extensive playing fields. We are well positioned for very easy access from Norwich or North Suffolk and we have ample parking for all our staff. Our school is very popular and is expanding but remains oversubscribed; currently 1160 pupils attend.

Amy Brookes
Principal

“We support every pupil in our community to put learning at the heart”

You can find out more at:

www.creativeeducationtrust.org.uk

ABOUT CREATIVE EDUCATION TRUST



Creative Education Trust inspires and enables young people to build successful lives on foundations of learning, resilience and employability. We believe that a rewarding educational experience and the highest possible qualifications are the best way to ensure social mobility for young people.

Creative Education Trust is a growing multi-academy trust educating over 13,000 children in England. It was established in 2010 to work in England's post-industrial cities and coastal towns: areas of economic disadvantage and with a history of academic underachievement. We transform these schools by integrating a knowledge-rich curriculum with skills and creativity.

Creative Education Trust defines creativity as the ability to find connections between the things we know and turn these connections into new ideas and action. The academic arts and the sciences, practical subjects and life skills all need this creativity, and creativity is valued highly by employers. Our staff and expert advisers use imaginative methods for linking knowledge across subject boundaries, fostering personal development and resilience and developing practical skills that prepare students for their transition to adult life and employment.



Our Mission

To give every child in our schools the best possible start in life through excellent education and wide-ranging co-curricular opportunities

Our Vision

To send out into the world educated, creative, confident and responsible young people, who can succeed in their ambitions and make their communities better places

Our Values

Ambition

We are ambitious in everything because only the best will do

Excellence

We do not stop at 'good enough'

Creativity

We connect our knowledge in innovative ways

Resilience

When the going gets hard, we up our game and reach our goal

Inclusion

Every child and every colleague matters – we will work for and with them all

Respect

We value the ideas of others and make sure all voices are heard

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ABOUT LYNN GROVE ACADEMY



Our on-site facilities include:

- Library open daily from 0800 to 1630
- Suites of subject areas
- Excellent ICT provision
- Extensive playing fields
- 3G all-weather pitch
- Extensive indoor and outdoor social space for our learners



Summary of Lynn Grove Academy's Progress Scores in 2022:

- Progress 8 score: +0.13
- Attainment 8 score: 49.7
- Staying in Education or entering employment: 99%

To see full details of the school performance data please visit:
<https://www.compare-school-performance.service.gov.uk/school/137541/lynn-grove-academy>

SUPPORT FOR OUR STAFF

For our pupils to achieve to their full potential we know that it is essential that our staff thrive professionally. We value teamwork highly and provide ample opportunities for all our teachers to work collaboratively with their colleagues. As teachers, we believe that we never stop learning and we support each other to develop professionally. We share ideas and good practice regularly and encourage everyone to contribute to the professional development programme.

With careful planning, we have arranged our school day to give everyone two hours a week in their teams to devote to professional development. The time spent with colleagues focussing on department and school improvement is much appreciated.

We understand the importance of working with other schools in our trust and beyond. Our senior and middle leaders have benefited from their participation in highly regarded professional development including Future Leaders and Ambition School Leadership Teaching Leaders Programme; several have successfully completed NPQ qualifications.

We value subject specific CPD highly and are active members of the Prince's Teaching Institute which provides access for our teachers to high quality subject specific professional development. CET provides many opportunities for professional development of staff at all levels. Initial Teacher Training is a high profile area of expertise at Lynn Grove.

We welcome trainee teachers from a range of different training pathways. We work in partnership with the University of East Anglia, Teach First, Norfolk Teacher Training Centre and Suffolk and Norfolk ITT. All trainee teachers receive an in-house professional development program that includes training sessions delivered by middle and senior leaders. The Maths department also participates in a prestigious undergraduate internship programme

Early Career teachers at Lynn Grove benefit from high quality mentoring and access to a customised induction course designed to develop their teaching practice. Subject mentors are trained to use a coaching approach to support ECTs and regular one to one meetings are timetabled from the start of the year. Working together, ECTs reflect on their practice and receive training on the latest pedagogical research.



You can find out more at:

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LEARNING SUPPORT ASSISTANT

JOB DESCRIPTION AND PERSON SPECIFICATION

PURPOSE AND SCOPE

- To provide effective and efficient support for pupils who have Special Educational Needs and to assist the teaching staff with the successful completion of their teaching programmes for those pupils

WORKING HOURS

- The hours of work are 37 hrs per week or 22.5 hours per week, to be arranged with the SENCO. You are contracted to work Term Time plus one week, dates and times are to be arranged with the SENCO and to include the academy staff training days

PRINCIPAL DUTIES AND RESPONSIBILITIES

- To work with pupils who have Special Educational Needs including:
Learning
Medical
ADHD/Asperger
- To undertake in-class support for pupils who are facing challenges in their learning
- To give support/supervision during registration, between lessons, break times and lunchtimes
- To keep record of help, linked to Individual Education Plans (IEPs)
- To keep accurate records of the impact of interventions

- To lead small group interventions for nominated pupils
- To help with updating IEPs
- To attend EHCP (Statement) Reviews
- To accompany pupil on school trips as required
- To attend a programme of induction and access other opportunities for professional and career development
- To undertake other duties that are within the scope of the post, as determined by the Principal or Special Educational Needs Co-ordinator
- Contribute to maintaining a strong culture of behaviour for learning within the school, ensuring that systems of reward and sanctions are consistently applied, LG3 is promoted and pupils are supported to be 'Ready to Learn'.
- Uphold all school policies
- Attend and actively participate in meetings
- Make a positive contribution to the wider life and ethos of the school.
- Perform additional duties and tasks required for the effective operation of the academy.
- Undertake other various responsibilities as directed by the Principal.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> GCSE Maths & English at grade C and above or equivalent Recent and relevant CPD 	
EXPERIENCE	<ul style="list-style-type: none"> Successful recent experience as a Teaching Assistant 	<ul style="list-style-type: none"> Secondary school experience
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> Proven ability to deliver well-planned and stimulating lessons Demonstrable knowledge and understanding of effective behaviour management strategies and the ability to put these in to practice Experience of devising strategies to support less able children Knowledge of current educational trends and initiatives Interpreting progress data 	
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> Good written and spoken communication Accurate record keeping Good organisational skills Good ICT skills Proven ability to collaborate effectively with other adults in a dynamic environment Proven ability to establish productive professional relationships with children, colleagues and parents 	
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity 	
SAFEGUARDING	<ul style="list-style-type: none"> A thorough understanding of up-to-date safeguarding requirements and best practice 	
OTHER REQUIREMENTS	<ul style="list-style-type: none"> High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom. 	

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

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