



**THE BISHOP
FRASER TRUST**

A CHURCH OF ENGLAND MULTI ACADEMY TRUST



APPLICANT INFORMATION PACK

**Teaching and Learning Assistant –
Level 2**

St James's C of E High School



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Teaching and Learning Assistant – Level 2

Grade D SCP 6 – 11 (£23,893 - £25,979)

Plus, SEN Allowance £1,455

Actual Salary £15,053.21 - £16,367.44

Plus, SEN Allowance £916.69

27.5 Hrs Per Week

Term Time Plus 3 Days

Fixed Term Contract

Required 8th January 2024

Closing date: 9am Monday 18th December 2023

Interview date: TBC



WELCOME TO THE BISHOP FRASER TRUST from the Chief Executive, Tania Lewycky

The Bishop Fraser Trust is Multi Academy Trust which was set up on the 1st December 2017. Our family of schools are as follows;

- St James's Church of England High School (11-16)
- Canon Slade School (11-18)
- Bolton St Catherine's Academy (3-16)
- Bury Church of England High School (11-16)
- St Catherine's Church of England Primary (Horwich) (3-11)

The Trust's vision is based on our strongly held Christian values: "To allow all children to experience 'Life in all it's fullness', no matter what their starting point." We offer a high quality, inclusive and distinctive education within a caring and nurturing environment based on our Christian values, recognising the uniqueness of each child.

Our schools are situated in Bolton and Bury. We are an outward facing Trust and constantly look to learn and collaborate with others. We also have an excellent provision via our Train Teach Lead Partnership (TTLP), which offers excellent CPD and school to school support. Our links with Manchester Diocese, GMLP and the Bolton Learning Partnership continues to be strong.

We are now developing our primary sector and hope to welcome at least two more primary schools over the next 12 months

We became a Trust to secure the special nature of our individual schools as we do not think that

one size fits all. We also wanted to secure our ethos and distinctiveness, enabling us to work together and to become the Trust of choice for local families and staff. Our employees are very important to us as we rise or fall by the professionalism and dedication of our staff.

It is an absolute privilege to have the opportunity to make a difference in the lives of our young people. From 2 to 18 years old, we have the potential to enhance life chances in all of our schools and improve the local communities at the same time. Our focus is on more than exams; it is about the development and wellbeing of the whole child, allowing them to effectively thrive in this fast-moving world in which we live. If this is the first time you have heard about us, we hope you are inspired and feel that you could thrive within our positive and aspiring Trust.

Tania Lewycky
Chief Executive Officer



ST JAMES'S CE HIGH SCHOOL

Lucas Road, Farnworth, Bolton BL4 9RU • 01204 333000
office@st-james.bolton.sch.uk • www.st-jamesbolton.org.uk

WELCOME TO ST JAMES'S C.E. HIGH SCHOOL from the Mrs Catherine Anderson, Headteacher

Dear Applicant,

Thank you for your interest in our current vacancy here at St James's Church of England High School.

St James's High School is ambitious for every young person and we work to ensure young people grow to be ambitious for themselves. Our whole staff team work hard each day to ensure every student, no matter what their starting point, reaches their full potential. Our current vacancy gives you the opportunity to join us in this mission of working with young people to shape their futures. We really are in the business of changing lives!

Our relentless ambition doesn't stop with the students. If you choose to join our staff team, we will invest in you and give you the opportunity to grow and develop here.

Our church school ethos underpins our success. We have an exceptional pastoral system which supports every student. We also understand the importance of nurturing your staff team. I understand as headteacher that I have a responsibility to make the job both 'doable' and enjoyable. We describe ourselves as a family here at St James's, this means we work together harmoniously, we support each other and we approach our work with good spirits, optimism and good humour.

We were last visited by OFSTED in November 2022. Please read our glowing report (available on our school website) to give you a snapshot of our school. We were graded as 'good' with behaviour and attitudes; personal development as well as leadership and management at the school being described as 'outstanding'.

We are proud members of the Bishop Fraser Trust and by joining our school you are joining a wider family of schools who work together in the best interests of all the young people in our schools. You will find further information about our school and our Trust via our website.

Thank you in advance for your application. Unfortunately, we do not have the capacity to respond to every applicant. If you have not been contacted within 2 weeks of the closing date, please assume your application has been unsuccessful.

I wish you luck with your application.

Yours faithfully

Catherine Anderson



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ABOUT OUR SCHOOL

St James's is a Church of England Secondary School, judged 'Good' with Outstanding features by Ofsted.

The school motto of **'Caring for Others † Achieving Excellence'** is central to everything we do. When young people join the school, they become part of the school family and through this develop their potential through academic success, personal and social development and self-discipline, based on the beliefs and values of Christian faith.

The school curriculum offers a personalised approach, meeting the needs and abilities of each young person, whether they are high attainers or have special educational needs.

It is very important that students feel confident and secure at school and display the Christian values of respect for self and others. The school was rated as "Good" with behaviour and attitudes; personal development as well as leadership and management at the school being described as 'Outstanding' by Ofsted and the school takes pride in the close links it has with parents and carers. Work within the community, locally and internationally, allows students to see how they can take an active role in society and make a difference in the world.

Pupils and parents are expected to be fully supportive of the Christian principles which form the foundation of the education and care provided. The school intake reflects the commitment of parents to our Christian foundation and also recognises other faiths and service to others.

Please read our Ofsted report here:

https://st-jamesbolton.org.uk/docs/Ofsted_Report_2022.pdf





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STAFF TESTIMONIALS

We asked staff if they would be willing to share their views on working at St James's Church of England High School with others who may be interested in joining our family, here are a few of their comments:

Our School Chaplain: "If I was to sum this place up in one word, it would be family. St James's is a team of hugely talented and massively dedicated staff who care for each other and the pupils within our care."

Teaching Assistant: "It's great to work here. Colleagues are friendly and helpful. You feel supported and the pupils are great."

Administration Team Member: "I love working at St James's. I feel I am listened to and valued by my line manager. Work is such a big part of your life so I think it's really important to enjoy where you work and what you do."

Pastoral Colleague: "When an opportunity to work at St James's arose, I had to give it some serious consideration, no matter how happy or settled I was in my previous job. Walking through the door the first time, I was made to feel very welcome by both pupils and staff alike. I knew instantly that I wanted to work at St James's. Since starting, I feel settled, comfortable and very happy in my surroundings in a school where people really do care for each other."

Teaching Staff Member: "For me, one of the most refreshing things about working at St James's is the support network available to staff and the emphasis on professional development. Within departments, and at a whole school level, there is support and advice swapped freely between colleagues. Moreover, if there is a particular area you are interested in, the school encourages and supports progression which ultimately leads to more job satisfaction."

Head of Department: "A lovely, friendly school where you can actually teach and enjoy your job! At St James's it isn't just about the results it is about the child, our ethos and each other."



PROUD TO BE PART OF
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LIVING AND WORKING IN BOLTON AND BURY

Affordable cost of living: compared to some of the bigger cities in the UK, the cost of living in Bolton and Bury is relatively affordable.

Convenient transportation: Bolton and Bury have transportation links, with easy access to the M60, M61 and M62 motorways and regular train services into Manchester City Centre. Bury has an excellent tram link to Manchester central and two major train stations.

Beautiful green spaces: Bolton and Bury have a range of beautiful parks and green spaces, such as Heaton Park, Jumbles Country Park and Rivington and Moses Gate

Country Park. These offer an opportunity to escape from the hustle and bustle of daily life, and enjoy nature walks, picnics, or outdoor activities. The local moorland is exceptional.

Cultural attractions: Both towns have a rich industrial heritage and have a number of museums, galleries and historical landmarks that showcase this. These include the Bolton Steam Museum, Bury Transport Museum, and the East Lancashire Railway, which is a popular tourist attraction. Bolton has an excellent theatre, The Octagon. Manchester offers a huge array of culture and arts programmes.

There is a plethora of eating places, country pubs and activities. Bolton runs the UK Iron Man competitions in July and there is the Food Festival in August.

Academic institutions: Bolton and Bury are home to a number of Universities, Colleges and other academic institutions, such as the University of Bolton, and Bolton and Bury Colleges. There are great links with our Universities in the area such as Manchester University and MMU.





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HOW TO APPLY

We hope that you have enjoyed reading about The Bishop Fraser Trust and our school and that you will feel able to apply for this post.

To apply, please complete the application form attached and email this to recruitment@thebishopfrasertrust.co.uk

Please do not send CV's or open references as part of your application as these will not be considered.

It is important that you provide a complete employment history from when you left full time education. If the application form is not fully completed or has unexplained gaps in your employment history, your application will not be considered. Copies of your qualifications will be required at the interview stage; please do not send these with your application.

Please also include within the body of your application form **a statement of no more than two sides of A4** to explain why you want to work at our school, why you are the best candidate for this post and what you would contribute to our Trust and school, with examples from your recent work if possible. We are keen to learn about your impact and your educational philosophy.

We will not be able to consider late applications.

In accordance with the General Data Protection Regulations, the details provided in the application form will be used for selection and interview procedures, and for employment records if your application is successful. Our recruitment privacy notice with further details is available both on our school website.