Teaching Assistant

Cornwallis Academy
Ambitions for All

Cornwallis Academy



Build your Career, Shape your Future, Apply today

Cornwallis Academy is a Good school with over 1300 students educating the next generation of young people aged between 11 and 18.

Cornwallis Academy is part of Future Schools Trust, a dynamic and inclusive multi-academy trust, founded in 2007.

Future Schools Trust
A great place to be



Cornwallis Academy
Ambitions for All

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Welcome from the Co-Heads of School



Cornwallis Academy are seeking an Attendance Officer to join the school team, the successful candidate will be responsible for the administration and improvement of attendance and punctuality of students at the academy.

Cornwallis is a fully inclusive school, enabling all students to be the best they can be by having 'ambitions for all'. In line with our 'SMILE' ethos, our aim is to motivate, inspire, excite and engage all students so that they can be successful.

We place students' wellbeing at the heart of everything we do. A strong community ethos permeates, throughout the school, focusing on learning and progress as well as the whole child. Our popularity continues to grow with record student numbers at an all-time high.

Our aim is to ensure that all students achieve their full potential within a safe and nurturing environment. We also aim for all our students to develop as confident, courteous and capable young people.

We have an excellent team of teaching and support staff, who are committed to ensuring lessons are engaging and challenging. We offer support where support is needed and stretch and challenge each child to do the best they can. It is important for us to deliver a broad and balanced curriculum to allow students to discover their interests.

We offer a number of prestigious scholarship programmes, in Art, Football (in partnership with Maidstone United Football Club) and Dance (in partnership with Maidstone Dance Studios).

We are also proud of the pastoral care we provide for our students and do everything in our power to make them feel valued and part of a community.

We look forward to welcoming you to Cornwallis Academy.

Seri Hodges and Joe Sutton

Vacancy

Post: Teaching Assistant
School: Cornwallis Academy
Department: Learning Support
Responsible to: SENCO
Salary: FST Scheme Grade D

Purpose

To support pupils with EHCPs within the classroom. To prepare resources to support teaching and learning across different areas of the curriculum and help create positive progress for pupils. The role will see some 1:1 work with a pupil in lessons and also working with small groups and whole classes developing them both academically and socially.

Main duties and responsibilities

- Supervise pupils engaged in learning activities to ensure that the learning objectives set by the teacher are achieved
- Ensure effective engagement techniques are used to uphold the learning environment, applying the school's policies
- Act as a role model and set high expectations of conduct
- Be involved in INSET for own professional development
- Support the use of ICT and other equipment and materials to enable pupils to achieve their learning objectives successfully
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting any concerns to the appropriate person, to maintain a safe and secure learning environment for pupils
- Assist in drawing up and undertaking the delivery of the individual pupil learning programmes, either in withdrawal groups or within the classroom, to ensure delivery of the individuals targets
- Promote positive routines, raise self-esteem and improve independent working in children to assist in their education and growth
- Assist the teacher where necessary with preparation of the classroom and materials to ensure effective and efficient teaching
- Where appropriate, supervise the physical wellbeing of the pupils to ensure their continued safety
- Accompany teaching staff and pupils on the visits, trips and out of school activities
- Undertake other reasonable duties that are consistent with both the job title and job description and are directed to be completed by the SENCO/their line manager or the Head of School asks them to do.

Person Specification

- Successful recent experience of working with children of relevant age.
- Good Standard of Education.
- Excellent interpersonal skills, both verbal and written
- Previous experience of working within a supported learning environment
- Must be able to use own initiative, work independently in an orderly manner, motivate and inspire others with a creative approach to problem solving.
- Understanding of relevant policies, codes of practice, legislation.
- Ability to apply behaviour management policies and strategies which contribute to a purposeful learning environment

Welcome from the Trust Lead



Samantha McMahon
BA (Hons) | NPQH

Welcome to Future Schools Trust: **Relentless Ambition for Young People**.

We aim to achieve our vision by bringing together our family of schools to create a cohesive and aspirational community which enables every child and member of staff to exceed their expectations.

Our values are:

- Integrity
- Respect
- Resilience
- Strong Work Ethic
- Collaboration
- Equality

The best interests of young people guide every ambition and decision we take. We are passionate in our belief that schools are stronger when they work together whilst being proud and protective of the unique identity of each of our schools in the Trust. Maintaining a strong moral purpose and supportive but challenging culture is central to everything we aim to achieve.

I hope this introductory letter provides a sense of our culture and ethos and our direction of travel. If you decide to apply, we appreciate how long it takes to apply for jobs, but please do not send a general application; we are looking for someone prepared to respond to us, respecting where we are at on our journey as a Trust. You can be sure that we will take time and care in reading your personal application.

Electronic application forms should be completed on the Every Portal which you can access at www.cornwallisacademy.com/vacancies.

Best Wishes

Samantha McMahon

Application:

We welcome applications from all qualified candidates, including neurodivergent individuals. If you are excited about this opportunity and believe you are a great fit for our team, please complete our School Application Form, we are unable to accept CVs. Electronic application forms should be completed on the Every Portal which you can access at www.cornwallisacademy.com/vacancies.

If you would like to take a look around our fantastic facilities and meet the staff that you could be working alongside, please email recruitment@futureschoolstrust.com to arrange a visit.

Health & Safety:

So far as is reasonably practicable, the postholder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the postholder is responsible, to maintain a safe working environment for employees and students/pupils.

Safeguarding:

Future Schools Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Future Schools Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All successful candidates will have to meet the person specification and will be subject to an Enhanced DBS check.

What we offer

Future Schools Trust is dedicated to attracting the right teachers and support staff who are committed to developing and nurturing our students and we must provide the rewards for that to happen.

Alongside providing a competitive pay and benefits package, we offer lifestyle discounts for retail purchases and tax-efficient schemes for childcare and cycle-to-work purchases.

Pension Scheme:

From your start date you can join either the Teachers Pension Scheme or the Kent County Council Pension Scheme. Contributions are made based on your salary scale.

Annual Leave:

For support staff annual leave starts at 25 days a year plus Bank Holidays and increases after 5 years' service.

Cycle to work scheme:

We offer a cycle to work scheme, this tax beneficial scheme encourages employees to cycle to work or take advantage of the scheme to purchase a bicycle for leisure.

Retail, Health & Social Offers through Kent Rewards:

With Kent Rewards you can also get great discounts on pretty much everything you can imagine! Whether it's a meal at a restaurant, a trip to the cinema, or even a visit to a theme park there are plenty of ways that you can save.

Other offers:

- Benenden Private Healthcare Scheme – Optional to Join
- Specsavers Vouchers
- Full access to our Employee Assistance Programme, 24/7

Click here to view all our employee benefits.

benendenhealth

Education Support

Happy to talk Flexible Working

Kent County Council kent.gov.uk

Kent Rewards Home of your Employee Benefits

cyclescheme.co.uk

Specsavers

EMPLOYEE REFERRAL SCHEME



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