



**Truro and Penwith  
Academy Trust**

## Vacancy Information Pack

<b>School Name:</b>	Blackwater Community Primary School
<b>Job Title:</b>	After School Club Supervisor

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## Blackwater Community Primary School

<b>Job Title:</b>	After School Club Supervisor
<b>Pay Point / Pay Range:</b>	TPAT Point 2
<b>Full Time Equivalent Annual Salary:</b>	£22,269
<b>Actual Annual Salary for this Role:</b>	£11.54 an hour Annual Salary is £2,648
<b>Contract Type:</b>	Fixed term until 31.08.2025
<b>Hours Per Week / Weeks Per Year</b>	3:15pm – 5:00pm term time only Monday, Wednesday and Fridays 5.25 hours a week.
<b>Closing Date:</b>	12 midnight on Friday 18 <sup>th</sup> October 2024
<b>Proposed Shortlisting Date:</b>	Monday 21 <sup>st</sup> October 2024
<b>Proposed Interview Date:</b>	Wednesday 23 <sup>rd</sup> October 2024

***We are seeking to appoint an After School Club Supervisor with enthusiasm that is ready to buy into our vision with drive, passion and commitment.***

***Preferably to start the role after half term on Wednesday 6<sup>th</sup> November 2024 but we can be flexible.***

***You are welcome to come and book in a time to look around the school with the Headteacher.***

To find out more about Blackwater School , please visit:	<a href="http://www.blackwater.cornwall.sch.uk">www.blackwater.cornwall.sch.uk</a>
To discuss this position please contact the Secretary:	Email – <a href="mailto:blackwater@tpacademytrust.org">blackwater@tpacademytrust.org</a> Telephone – 01872 560570
Application packs can be downloaded from:	<a href="http://www.tpacademytrust.org/web/application_pack/604811">www.tpacademytrust.org/web/application_pack/604811</a>
Please email your completed application form and equality & diversity monitoring form by the closing date to:	Our secretary Kerry at: <a href="mailto:blackwater@tpacademytrust.org">blackwater@tpacademytrust.org</a>

Please note that successful candidates will be informed via email.

*The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.*

<b>School Information for Applicants</b>	
<b>School Address:</b>	Blackwater CP School, North Hill, Blackwater, TR4 8ES
<b>School Telephone Number:</b>	01872 560570
<b>School Email Address:</b>	<a href="mailto:blackwater@tpacademytrust.org">blackwater@tpacademytrust.org</a>
<b>Name of Headteacher:</b>	Evey Evison
<b>Website Address:</b>	<a href="http://www.blackwater.cornwall.sch.uk">www.blackwater.cornwall.sch.uk</a>

## Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

### *Our School Vision:*

*At Blackwater School everything is possible.*

*We are a small school with huge aspirations.*

*Our vision is to embed a strong sense of self in all children, celebrating their individuality. We expect our children to see that they have a role and a responsibility in the world: locally, globally and environmentally. Together we will continually strive to remove the barriers to success and fear of failure.*

*Above all, we will endeavour to foster a love of learning and high aspirations.*

*Our children will always go above and beyond in all they do.*

*Team Blackwater believes in making every second count.*

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please email the Secretary or phone the school telephone number provided if you would like to arrange to look around.

## General Background

Blackwater School is located near Truro. The school caters for children between the ages of 3 – 11. We currently have 109 pupils on roll and offer a rich and diverse curriculum, centred around local, global and environmental issues, with a specific focus on the outdoors.

Our outdoor space is stunning: we have a large playground, huge field and a wonderful Wild Area where skills and knowledge are taught to support the children to become well-rounded, empathetic individuals. We practice Thrive as a way of supporting children understand their own social, emotional and mental health, empowering them to understand themselves and the world around them.

## Class Organisation

- Wheal Friendly (Nursery and Reception): Mrs. Murley
- Wheal Harmony (Year 1 and Year 2): Ms. Kelly
- Wheal Busy (Year 3 and Year 4): Mrs. Burton
- Wheal Luna (Year 5 and Year 6): Mr. Hurrell

There are 14 fantastic teaching assistants and one highly dedicated school secretary, Kerry.

Both our catering and cleaning contracts are provided by outside companies.

## Our Curriculum

Our curriculum is amazing, with a highly thought out sequenced two year rolling programme, ensuring that all children have access to all the learning and opportunities to support their understanding. WOW days at the start of the project work and SHOWCASE days at the end bring the learning to life, inviting families in to share in the experience. Throughout KS2 the children have one to one iPads which they access throughout the day for different activities and learning.

For more information, please visit [the school's website](#).

## Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

## Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Kerry Richards
Contact Email Address:	<a href="mailto:blackwater@tpacademytrust.org">blackwater@tpacademytrust.org</a>
Contact Telephone Number:	01872 560570

Please note that CVs will not be accepted.

Application packs can be downloaded from: [www.tpacademytrust.org/web/application\\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811)

Closing Date:	Friday 18 <sup>th</sup> October 2024
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	Wednesday 23 <sup>rd</sup> October 2024
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.