

Associate Tutor

Full time

Start Date: As soon as possible

Highly competitive salary

Unique opportunity to join a new school in North London:

- Do you want to play a key role in the founding of an exciting, new, and innovative school?
- Do you want to move your career forward in an environment which nurtures talent and has scope for career progression?
- Do you want to be part of an exciting new venture that aims to transform the lives of children?

One Degree Academy has been given a rare opportunity to raise standards of education in North London. Our school opened in September 2016. We moved to our brand new building and state of the art facilities in August 2022 - come and help us grow!

We know that success and habits of excellence are achieved through perseverance and incremental improvement - 'one degree' at a time. This idea is at the heart of our school. Whether you are an experienced support assistant or someone seeking to enter this profession, you will play a key part in the academy's development. As with our students, we want to grow and develop our teaching team, 'step by step': all staff receive weekly instructional coaching with potential opportunities to progress as the school grows.

We are seeking to appoint an outstanding Associate Tutor to help develop our new school. We are looking for someone with a positive and professional attitude, who will thrive serving the needs of our visitors, staff, children and parents. This is an exciting and rare opportunity to help shape One Degree Academy from its beginnings, and to be part of something profound and special.

Successful candidates will:

- Have an unfaltering belief in the ability of all children to achieve through great teaching and a strong culture of high expectations;
- Welcome feedback and be committed to the idea of continuous improvement and self-development
- Be committed to the One Degree Academy vision and values.

In this role, you will have the opportunity:

- To join an engaged staff and organisation utterly committed to developing its staff through incremental improvement - step by step
- To receive weekly instructional coaching and feedback, enabling rounded development as an associate tutor
- To play a key role developing our school, with the potential to progress as the school grows
- To be part of something profound and special



Adnan Jaffery Academy Trust trading as One Degree Academy

Registered No. 09026334, Registered Address: Chace Village Road, Chase Farm, Enfield, EN2 8GH

www.onedegreeacademy.org

To apply

- Download an application pack from <https://onedegreeacademy.org/vacancies>
- Completed applications should be e-mailed to: HR@onedegreeacademy.org
- Closing date: Monday 19th February 2024. Interview: TBC
- Early Applications and school visits are encouraged - We will process all applications on a rolling basis.

To arrange a visit or if you have any questions, please email Katie Palmer: HR@onedegreeacademy.org



STRIVING FOR EXCELLENCE: STEP-BY-STEP

Recruitment process

Encouraging Diversity

ODA is committed to eliminating discrimination and encouraging diversity amongst our employees. We consider ourselves incredibly fortunate to be opening a school in London, one of the most diverse cities in the world. Our aim is that our workforce will be representative of all sections of society and each employee will feel respected and able to give their best.

Fairness in how we recruit and select our employees plays a significant part in creating an equal opportunities environment. Our aim is that every internal and external applicant who applies for a position within the School is considered against criteria, which relates only to the requirements of the job. To that end we are committed to provide equality and fairness for all.

Appointment is conditional upon receipt of references from appropriate referees, which in the view of the Academy are satisfactory.

Safer Recruitment

ODA is committed to safeguarding and promoting the welfare and safety of our children and young people in our schools. We expect all staff to share this commitment in line with “Keeping Children Safe in Education” (2020). The Academy will not unfairly discriminate against any applicant for employment on the basis of conviction or other details revealed. The Academy makes appointment decisions on the basis of merit and ability. If an applicant has a criminal record this will not automatically debar him/her from employment within the Academy. Instead, each case will be decided on its merits in accordance with the objective assessment criteria.

ODA requires all employees to undertake an Enhanced DBS check because of the nature of our work. Applicants are required, before appointment, to disclose all previous convictions, cautions, reprimands or warnings (except those which are “protected” as defined in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2013). A failure to disclose a previous conviction, caution, reprimand or warning may lead to an application being rejected or, if the failure is discovered after employment has started, may lead to termination of employment.

Further information can be found at

<https://www.gov.uk/government/organisations/disclosure-and-barring-service>



Job Description

Title: Associate Tutor

Salary: S6 - S10 £23,348 - £24,501 (£27,223 - £28,567 FTE) + LGPS pension

Starting salary point negotiable dependent on experience and *subject to annual pay review in September 2024. We are committed to paying at or above the London Living Wage for all staff.*

Reports to: Senior Leadership Team

Working hours: 8:00am - 4:30pm

Working pattern: Predominantly term time working (39 weeks)

Specific duties:

Supporting Teaching, Learning and Assessment

- To work with teachers to assess the needs of individual students and take action to support their learning needs.
- To develop children's learning through purposeful play.
- To observe, record and feedback information on pupil progress.
- To assist with whole class teaching
- To support as required in the design, implementation and review of individual Education plans for specific pupils
- Support, both as directed and through own initiative, groups of or individual pupils.
- To develop and set up motivating provision and activities for pupils inside and outside.

Pastoral Care

- To help promote and safeguard the welfare of all students.
- To promote self-discipline, high standards of behaviour and positive attitudes on the part of all students and to implement policies and procedures to foster them.
- To ensure that a high standard of care and good order for all students is maintained through the implementation of behaviour systems.
- To feedback to parents regularly on children's development.

Communication and Community Links

- To fully support the life and work of the school.
- To develop and maintain positive and effective professional relationships with colleagues, parents, the local community.
- To ensure that parents and pupils are well informed about the curriculum, attainment and progress and are able to understand and contribute to targets for improvement.

Other

- Undertake other various responsibilities as directed by the Principal.
- Plan and lead after school clubs or additional activities on a regular basis.

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Culture

- Support the school's values and ethos by contributing to the development and implementation of policies, practices and procedures.
- Help to create a strong school community, characterised by consistent orderly behaviour and caring respectful relationships.
- Help to develop a school culture and ethos that is utterly committed to achievement.
- To be active in issues of student welfare and support.
- Support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support, as required.

This document is considered to provide an outline of the areas that this role involves. This document does not preclude the post holder developing systems and structures not specifically mentioned but related to his/her broad areas of responsibility. The roles outlined above are indicative and do not preclude anything else which may be reasonably requested commensurate with the post held and duties undertaken.

STRIVING FOR EXCELLENCE: STEP-BY-STEP

One Degree Academy Values

All candidates will have a commitment to upholding the One Degree Academy's **STRIVE** values:

Scholarship: We focus relentlessly on academic achievement, great learning and continuous improvement to get results. We show a zest for new learning.

Team work: We work together to overcome difficulties. When one of us succeeds, we all do. We are kind and supportive to all our teammates

Responsibility: We take ownership of our actions, caring for each other and for our environment. We look to ourselves to do what's right or to find solutions. We do what needs to be done.

Integrity: We tell the truth even when it's hard; we do the right thing; we make good choices; own mistakes; are honest and trustworthy

Value: We are useful and kind. We embrace new opportunities to develop wisdom. We add value to our local communities.

Effort: We never give up on trying to improve - even when it's hard. We know there are no shortcuts: achievement comes step-by-step



STRIVING FOR EXCELLENCE: STEP-BY-STEP

Person Specification

Requirements	Essential (E) or Desirable (D)
Education	kat
GCSE Maths and English (grade A*- C)	D
Right to work in the UK	E
NNEB Qualification	D
Education to a degree level	D
Qualifications relevant to extracurricular activities	D
Experience and training	
Experience of using a range of strategies to build positive and nurturing relationships with children	E
Experience of delivering an effective phonics program	D
Experience of working with a wide range of children with differing needs	D
Training in first aid	D
Behaviours and Attitudes	
Genuine motivation to motivate, inspire and support all students to achieve and succeed.	E
Alignment with One Degree's vision and values and a strong commitment to delivering it	E
Passion for Early years and KS1 education	E
Genuine belief in the potential of every student's ability to progress	E
Takes personal responsibility for their own actions	E
Work collaboratively with colleagues to improve practice and outcomes for students	E
Ability to enthuse and inspire others	E
Ability to thrive in a 'no excuses' culture	E
Commitment to the safeguarding and welfare of all pupils and awareness of health and safety.	E
A passionate desire to make a difference and to close the achievement gap	E
A flexible approach to working patterns and expectations, understanding the evolving nature of the role and school	E

STRIVING FOR EXCELLENCE: STEP-BY-STEP