

Mercian Educational Trust



**BSL Teaching Assistant
Recruitment Pack**
Northleigh CE Primary School
Start Date: September 2024



Northleigh
CE Primary School
Be **B**rave - Be **S**trong - Be **F**earless

www.northleighprimary.co.uk

Headteacher Northleigh CE Primary: Mrs Sarah Green
Email: NPSOffice@metacademies.org.uk

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Mercian Educational Trust is an equal opportunities employer and committed to the protection and safety of its students



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Mercian Educational Trust TA3 Recruitment Pack May 2024

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Information from the Headteacher

Dear Applicant,

Thank you for your interest working at Northleigh CE Primary School, Malvern. We are an outward looking school with a strong and committed team who are both welcoming and supportive. Our Ofsted inspection in March 2023 found the school to be 'Good' with many features of outstanding practise. The school is in a strong position and ready for the next exciting stage of its journey.

We have a vacancy for a BSL Teaching Assistant (TA3) in our expanding school. The role is class based to support a deaf child moving into Year 1 in September.

Northleigh CE Primary School is a fully inclusive school who have high expectations and aspirations for all our pupils in order to enable them to flourish. Our school motto is: **Be Brave. Be Strong. Be Fearless. You are never alone.**

We aspire to this for our whole school community and through our curriculum we will enable our pupils to become intrinsically Brave, Strong and Fearless for life. We are looking for an individual who shares our vision for both themselves and the children in their care.

In their Northleigh journey pupils will engage in a wide range of experiences which will develop their curiosity; provide opportunities for challenge and risk and enable them to overcome adversity.

We will prepare our pupils for life and learning by embedding our Church values and sense of community spirit. Northleigh pupils will be independent thinkers with a strong understanding of self they will be able to demonstrate empathy, respect and tolerance for others.

Our Overarching aims:

- Purposefully enhance our curriculum to promote active learning, enabling all groups of pupils to make accelerated progress.
- Foster and enable our whole school community to become positive change makers.
- Develop a culture where our school qualities of bravery, strength and fearlessness (curiosity) are intrinsic.

Northleigh CE Primary School is part of the Mercian Educational Trust (MET), which is a Multi Academy Trust based within Worcestershire. It currently consists of five primary schools based on five sites based within Malvern and Dines Green, Worcester. The majority of MET schools are in close proximity to Northleigh providing a strong support network and effective collaboration.

If you would like to find out a little more about our school, you may choose to view our website www.Northleighprimary.co.uk our Instagram page @NorthleighCofE or our facebook page @Northleighprimary. Visits to the school are welcomed - it would be a pleasure to meet you and to show you around our school.

We look forward to receiving your application.

Yours Faithfully

Sarah Green
Headteacher





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The Role:

The vacancy available:

Position	TA3 25 - 26.25hrs (Negotiable) BSL Teaching Assistant (working with a Year 1 child)
Contract	From 1 st September 2024 until the child leaves Northleigh
Salary Band	25 hrs £14,419 - £17,075 26.25 hrs £15,140 – £17,929

Additional opportunities:

At Northleigh we pride ourselves on the development and support of our staff, the successful applicant will be fully supported in their role within school.

The Recruitment process:

Closing date for applications	5 th July 9am	Email applications to NPSoffice@metacademies.org.uk
Shortlisting	5 th July 2024	Candidates to be advised by email
Interviews	8 th July 2024	

All applicants are required to fully complete the correct application form which is freely available from our Trust website, <https://www.metacademies.org.uk/vacancies/>. Applications or CVs in any other form will not be accepted.

Applicants must enclose details of two references. These must be recent; usually one will be a current employer who can comment on your suitability to work with children, however if this is not possible this can be a previous employer. We ask that friends and relatives are not named to provide a reference. We will ask for references from all candidates who are shortlisted and require both references to be received prior to interview and we may contact any previous employer listed on your form to clarify any information.

Shortlisting will be based on the applicants' suitability for the post linked to the job description and person specification, please make sure your application matches these requirements.

Applicants will be invited to interview via email following shortlisting on the Friday 5th July 2024.

Mercian Educational Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

All positions are subject to child protection screening appropriate to the post, which will include an Enhanced Disclosure and Barring Service (DBS) check for the children's workforce and a Children's Barred List check





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Job Advert



BSL Teaching Assistant

TA3 25 - 26.25hrs (negotiable)

25 hrs £14,419 – £17,075
26.25 hrs £15,140 – £17,929

We have a position available in school to work as part of our KS1 team to specifically support a deaf child requiring BSL support in all learning. We require a teaching assistant with experience of using BSL with young children and a desire to make a real difference.

Our new candidate will have these responsibilities and will undertake the following duties and tasks:

- Enable the deaf child to access the mainstream curriculum and all class activities using British Sign Language within a Total Communication approach.
- Have a sound knowledge and understanding of deafness and its impact.
- Check the functioning of personal amplification daily, trouble-shooting and reporting any issues or faults.
- Assist the deaf pupil to develop their communication skills – Deliver targeted individual activities with sign and voice to develop expressive and receptive language skills and follow the 'Step to Success' framework for developing signed language.
- Support the communication needs of a deaf child by a variety of means and provide support to staff in communicating with the pupil as required. Modify written and spoken language as necessary to facilitate access to the curriculum.
- Use strategies, within the context of teacher-led planning, to support the deaf pupil in achieving learning goals and maximising independent communication opportunities with peers and staff.
- Liaise with the Teacher of the Deaf to modify and resource differentiated lessons to ensure effective access for the pupil.
- Report on pupil progress and lesson outcomes to the Class Teacher/Teacher of the Deaf, using agreed formats.
- Participate in annual reviews and parent consultations through written feedback and attendance at meetings as required.
- Attend Sensory Impairment Team training.

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We would like our BSL Teaching Assistant to confidently answer an enthusiastic yes to these questions:

- Do you have the ability to use British Sign Language to communicate with a deaf child?
- Do you have the ability to use your own initiative in effective problem solving?
- Do you have the confidence to present and model best practice using BSL to support the inclusion of the deaf child?
- Do you have the ability to enable the independence of the deaf child and the development of their self-esteem?





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In return we will offer:

- A fully supportive and inclusive environment
- A genuine commitment to staff well-being
- A commitment to staff development and CPD
- An opportunity to work with colleagues across our Trust schools

If this position and its potential excites and entuses you, we would love to hear from you. Visits can be arranged by appointment with the school office.

This job description will be reviewed annually by the designated Line Manager they reserve the right to alter the content of this job description, after consultation with the post-holder, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

Safeguarding & Safer Recruitment

Mercian Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. As part of this commitment any job offer will be subject to child protection screening appropriate to the post, which will include an Enhanced Disclosure and Barring Service (DBS) check for the children's workforce and a Children's Barred List check.

- This role involves Constant contact with children.
- The role requires engagement in regulated activity relevant to children.
- This post is not exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.









For further application information forms please visit >> www.metacademies.org.uk/vacancies/

Completed applications should be returned to NPSoffice@metacademies.org.uk



Person Specification – Teaching Assistant

Key Criteria in addition to the statements in the advert. Assessment, shortlisting & final selection will be assessed initially through candidates' application forms and information. Shortlisted candidates will be further assessed through references and interview activities

Experience	Essential	Desirable	Experience	Essential	Desirable
<ul style="list-style-type: none"> Using BSL with a primary school aged child. 			<ul style="list-style-type: none"> Experience of supporting a EYFS/KS1 child. 		
Skills and Attributes	Essential	Desirable	Skills and Attributes	Essential	Desirable
<ul style="list-style-type: none"> The ability to use British Sign Language to communicate with a deaf child The ability to use their own initiative in effective problem solving. Confidence to present and model best practice using BSL to support the inclusion of the deaf child. The ability to enable the independence of the deaf child and the development of their self-esteem. 			<ul style="list-style-type: none"> Experience of Read, Write, Inc phonics scheme. 		
Personal Qualities	Essential	Desirable	Education & Qualifications	Essential	Desirable
<ul style="list-style-type: none"> Ability to make positive and professional relationships with all members of the school community Ability to meet deadlines and respond positively to high expectations A friendly and approachable style, while maintaining professional boundaries Excellent organisation skills but the ability to be adaptable and flexible Ability to be calm and resilient when under pressure Excellent time-keeping 			<ul style="list-style-type: none"> iBSL or Signature level 2 in BSL. 		
Safeguarding	Essential	Safeguarding		Yes	No
Ability to perform a role that involves constant contact with children.		This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020			
Ability to perform a role that requires engagement in regulated activity relevant to children.	