



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

School Name:	Nanpean School
Job Title:	Teaching Assistant EYFS (Band 2)

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Nanpean School

Job Title:	Teaching Assistant EYFS (Band 2)
Pay Point / Pay Range:	TPAT Point 4
Full Time Equivalent Annual Salary:	£22361 (if paid over 52 weeks) pro rata
Actual Annual Salary for this Role:	£15195.37
Contract Type:	Fixed Term until 31.08.2025
Hours Per Week / Weeks Per Year	Hours – 30 hours per week Working Weeks – 38 working weeks Paid Weeks – 43.699 paid weeks
Closing Date:	12 midnight on Friday 25 th October 2024
Proposed Shortlisting Date:	Monday 4 th November 2024
Proposed Interview Date:	Friday 8 th November 2024

Nanpean School (part of Truro & Penwith Academy Trust) is looking to appoint a dedicated, enthusiastic and adaptable Teaching Assistant to work in Year R (EYFS), and carry out lunchtime supervision for 30 hours per week (8.45am – 3.15pm) each day of the school week (Monday – Friday). However, this will constantly be under review and all staff members can be re-deployed to adapt to the changing needs of the school.

This person needs to be able to challenge and encourage young minds, and become a valuable contributor to an outgoing and committed team. A sense of humour is key, coupled with a genuine commitment and determination to ensure our pupils receive the best learning opportunities and make accelerated progress.

The successful candidate will be:

- Passionate about a child-centred approach to education
- Able to motivate and challenge young learners
- Able to demonstrate high expectations and aspirations for all
- Able to build positive relationships with pupils, parents, governors and our community
- A strong team player with good communication and interpersonal skills
- Flexible and adaptable

If selected for Interview, this will include being observed leading a session with a group of children as well as a formal interview.

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 taken.

To find out more about Nanpean School please visit:	nanpean.cornwall.sch.uk
To discuss this position please contact the Headteacher:	Email – jharvey@nanpean.tpacademytrust.org Telephone – 01726 822447
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	nanpean@tpacademytrust.org

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.

School Information for Applicants

School Address:	Nanpean School
School Telephone Number:	01726 822447
School Email Address:	nanpean@tpacademytrust.org
Name of Headteacher:	Mrs Joanna Harvey
Website Address:	nanpean.cornwall.sch.uk

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 is located in the “Clays Area” near to St. Austell on the South Coast of Cornwall. The school caters for children between the ages of 4 – 11. We put the children at the centre of what we do at Nanpean by aiming to instil in our children a love of learning and develop a ‘can do’ approach that enables them to grow ambition. Our children develop an understanding of themselves as individuals, with their own talents and characters, as well as value the people and world around them. We are committed to preparing our children for the next stage on their journey so that they are able to grasp all opportunities in their future.

Nanpean joined the highly successful Truro and Penwith Academy Trust (TPAT) in February 2023. Our school enjoys working collaboratively both locally but also with our partner schools within the Trust. We are part of the “East Cluster” with St Dennis and Roche schools our closest neighbouring Trust schools. The school currently has 117 children on roll. The class structure for the next academic year is an EYFS/Yr1 class, a Year 1 / 2 Class, a year 3 /4 class, a year 4/5 class and a year 6 class. We currently have 9 class teachers. In addition to class teachers we have two Office staff members and we have a team of 6 skilled and dedicated support staff who are a key part of our teaching and learning team. We are lucky to have a school caretaker who attends site each day and three school cleaners completing the staff team. Our SENDCO, is a class teacher, she has dedicated SEND time to support pupils across the school. Mrs Montgomery-Smith is the Assistant Head teacher who is out of class daily to support Early Reading, Teaching and Learning as well as leading on behaviour and

attitudes. We are strongly committed to staff development and learning and are committed to all staff growing professionally.

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 phone the school telephone number provided if you would like to arrange to look around.

General Background

Nanpean School is located in the “Clays Area” near to St. Austell on the South Coast of Cornwall. The school caters for children between the ages of 4 – 11. Currently there are 117 pupils on roll.

Class Organisation

[insert school details]

Staff Organisation

[insert school details]

Our Curriculum

[insert school details]

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. By virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, Section 4(2) of the Rehabilitation of Offenders Act does not apply to this application as the post involves substantial opportunity of access to children. This means that you may not withhold information about previous convictions, cautions, reprimands bind-overs or warnings on the grounds that it is otherwise 'spent'. All criminal convictions must be declared. Failure to do so may result in your application being disqualified or, if discovered after appointment, may be regarded as grounds for dismissal.

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:	Sam Houston
Contact Email Address:	nanpean@tpacademytrust.org
Contact Telephone Number:	01726 822447

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:	12 midnight on Friday 25 th 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):	Friday 8 th November 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.