



Pathfinder

Multi Academy Trust

*Providing an excellent education from age 2 to 19*

# General Teaching Assistant Malton School

Required from September 2024

Closing date: Monday 1st July 2024 at 9am

Interview date: Monday 8th July 2024



**Malton School**  
A Specialist Science School

Malton School has an exciting opportunity for an enthusiastic and well organised person to join our Learning Support team. The role will involve working with subject teachers to support young people in lessons and contributing to both the academic and social development of students with learning difficulties. Our Learning Support team has an excellent reputation in the local community and we are looking for people who can add to our already strong team.

Adaptability, resilience and the ability to think on your feet will be essential in this varied role as will the ability to communicate effectively. A good command of English and Maths and strong ICT skills are essential.

We are looking for:

- Commitment to ensuring that students maximise every opportunity to achieve academically and personally.
- An excellent team player.

For the successful candidate we offer:

- A welcoming school where staff / student relationships are excellent.
- A vibrant, supportive community which engenders a real sense of belonging.
- The opportunity to join a friendly and supportive team.
- A varied and interesting role.
- A coaching culture which is a key focus for bespoke staff development.

## Job Title

General Teaching Assistant

## Reports to

Head of Inclusion

## Grade

Grade C, Scale Points 3-4  
Part-time (33.5 hours per week), Term-time only  
(incl. training days)  
£22,737 - £23,144 per annum FTE

## Additional Information

Completed application forms should be posted or emailed to:

Claire Hardware, Headteacher's PA & HR Manager

### Malton School

Middlecave Road  
Malton  
North Yorkshire  
YO17 7NH

Email: [cmh@malton.pmat.academy](mailto:cmh@malton.pmat.academy)

Pathfinder Multi Academy Trust is an equal opportunities employer, committed to safeguarding and promoting the welfare of children. Enhanced DBS check required.

As part of our due diligence process an online search will be carried out on all shortlisted candidates. These checks are carried out to determine suitability to work with children and keep them safe. If you wish further information regarding these checks please contact 01904 806000.



# About Malton School



## Malton School

A Specialist Science School

### A small, friendly school providing a happy environment for personal development

Malton School serves a wide rural area of Central Ryedale, as well as the town of Malton itself. We currently have 1059 students on roll, including 263 in the Sixth Form; there are 62 teaching staff and 72 support staff. We are fully comprehensive. Our staff student relationships are excellent. Behaviour is extremely good. Most of our students move on to university and many of them to Russell Group universities. We offer a very happy and supportive community in which colleagues can further develop their career. The school is over-subscribed.

The school operates an iPad for Learning Scheme. Every member of staff has an iPad as well as a laptop and all students have an iPad.

The school has recently joined the [Pathfinder Multi Academy Trust](#) and [Teaching School Hub](#) and we are also a member of the [Red Kite Teaching School Alliance](#). We share staff development programmes and opportunities within the MAT and the alliance, including leadership development and support for early career teachers.

### Benefits of working at Malton School

The school prides itself in being a supportive employer, offering favourable terms and conditions to facilitate outstanding teaching and learning. Some of the main additional benefits of working at Malton School include:

- PPA above the national expectation in response to staff delivery of a Personal Development Activity (PDA – see below).
- A strong bespoke staff development programme for all staff.
- Access to Employee Assistance Program
- Apple Distinguished School – your practice will be enhanced by having an iPad to utilise in the classroom.
- Membership of the Red Kite Teaching School Alliance.



Malton School was judged Good with Outstanding Sixth Form Provision in December 2023





### **The Inclusion Team**

Malton School provides a caring environment whilst inspiring students to fulfil their potential. Our team has a dedicated Learning Support area and works from this base with staff and students throughout the school. We work to enable students with additional educational needs to access both the academic and social aspects of school life. The team works with students with a range of learning needs as well as supporting students with social and emotional needs. Students with SEN present a diverse range of challenges, abilities, skills and interests; therefore, we value staff who are genuinely interested in students and can engage with them as well as supporting their academic progress. Students are encouraged to see their learning needs within the broader picture of themselves as a learner rather than as a defining characteristic or limitation. We encourage students to become independent whilst feeling confident about accessing support when it is needed, with a view to equipping them for future study or employment.

### **The School Library**

Our school library aims to encourage pupils to take a natural interest in reading. We actively select and curate physical and digital resources to meet the school community's needs, provide activities, organise events, promote the book collection, and deliver information and digital literacy skills. The library creates a wonderfully inspiring space that supports reading, learning and the wellbeing of our students.

### **The School Curriculum**

We operate a four-period day within a ten-day cycle. Each lesson is 75 minutes long. Students have 26 hours curriculum time each week, with the extra hour on a Thursday set aside for personal development (see below).

### **Key Stage 3**

Students are placed in mixed-ability form groups. In Year 7, teaching is in mixed ability groups. In Years 8 and 9 setting is for Science, Maths and the group of subjects English, Geography, History, French and Religious Education.

### **Key Stage 4**

English (including Literature) Maths, Double Science, Religious Studies and Physical Education are compulsory. Students then choose four further options subjects (10% of curriculum time each). Where students choose triple science, this takes up one of their 4 option blocks.

### **Key Stage 5**

Advanced Level courses are currently taught in Biology, Chemistry, Computer Science, Design Technology, Economics, English Literature, Fine Art, French, Geography, History, Maths, Maths (Further), Music, Photography, Physics, Physical Education, Politics, Psychology, Religious Education and Sociology. BTECs are offered in Food Science, Health and Social Care, and Sport and Cambridge Technicals are offered in Information Technology, Business Studies, Digital Media and Performing Arts. Re-sit GCSE courses are also offered in English and Maths, together with an open access provision for IT skills acquisition.

### **Personal Development Activity**

One hour per week is devoted to personal skills development. Staff offer nearly 40 different courses. Students choose a different course each term. The scheme is focused on character education and the development of the whole child. New members of staff would be expected to contribute to this programme.

### **Citizenship**

Citizenship is taught to all in Years 7 to 9 for one period per fortnight. This builds on a well-established programme of Personal & Social Education, complementing tutorial work and linking into the Careers programme.

### **Academic Structure**

The academic work of the School is structured in Faculties. Each Faculty is led by a Faculty Leader and an Assistant Faculty Leader. In-service training is managed in consultation with Faculty Leaders. Funding for books and equipment is derived from a formula which takes account of the numbers and ages of students as well as the nature of the subject. Faculties are also able to bid annually for additional funding from the School budget, the Endowment, and the PTA.

### **The School Site**

We are fortunate to enjoy a large site on the edge of Malton with views of both the North York Moors and the Yorkshire Wolds. The sports field accommodates three hockey, four football, one rugby pitch, one cricket pitch and an athletics track as well as hard court tennis courts / netball courts. Staff can use our sports facilities in the excellent sports centre. There is plenty of parking space for staff.

Malton School was founded in 1547, becoming a comprehensive school in 1971 with the merger of the original grammar school and the neighbouring county modern. The two buildings, known as East and West Wings, date from 1911 and 1958. As far as possible, subject departments are housed in one wing. Most members of staff are based permanently in one room.

We opened a new Science block with four new laboratories in 2004 on becoming a specialist Science School, resulting in a total of eight laboratories and associated preparation rooms. Our Food Technology rooms were totally re-furnished in 2011. In February 2011 Archbishop Sentamu opened a community sports centre and full-sized, floodlit, astroturf pitch on the school site, providing us with the best P.E. facilities in the area. A dance and drama studio was opened in September 2013. Fully refurbished DT rooms opened in September 2016. A new 4 classroom Humanities block was opened in September 2021. We are looking forward to an improved library and set of music facilities in September 2024.



Pathfinder

Multi Academy Trust

# About Pathfinder Multi Academy Trust

*Providing an excellent education from age 2 to 19*



## Setting the course

Formed in August 2016, Pathfinder is a successful well-established Multi Academy Trust serving more than 6,000 children and their families.

We are a flourishing and supportive learning community. A partnership of like-minded Church and Community Schools, where a clear and ambitious vision of a high quality inclusive education **sets the course** and permeates across all areas of school life. Pathfinder has a proven track record of **leading the way**. We are a Trust with strong examination results, high



## Leading the way

quality teaching and learning, an inspiring curriculum, excellent opportunities for personal development and a wide, varied programme of extra-curricular opportunities.

We understand that achievement comes in many different forms and work collectively to **serve and inspire**, nurturing aspiration and promoting excellence in all our pupils. We value the uniqueness and diversity of each of our schools, celebrating this distinctiveness and the contributions they make to the wider Pathfinder community.



## Serving and inspiring

## Pathfinder Multi Academy Trust schools



**ACOMB PRIMARY SCHOOL**



**Archbishop Holgate's School**

A Church of England Academy Founded 1546



**Badger Hill**  
PRIMARY SCHOOL



**Clifton with  
Rawcliffe**



**Hempland**  
Primary School



**Heworth**  
Church of England Primary School



**Huntington**  
PRIMARY ACADEMY



**Malton School**  
A Specialist Science School



**New Earswick**  
Primary School



**Poppleton Road**  
Primary School



**Rufforth**  
Primary School  
· Inspire · Care · Grow ·



**St Barnabas**  
CHURCH OF ENGLAND PRIMARY SCHOOL



**St Lawrence's**  
CHURCH OF ENGLAND PRIMARY SCHOOL



**Tang Hall**  
Primary School



# Job Description

## Main Purpose of Job

To assist the Head of Inclusion with tasks required for the effective delivery of SEN provision and differentiated learning within the Inclusion Team

## Tasks/Responsibilities of a Teaching Assistant

- Support individual students or groups of students in mainstream classes so that they can access the National Curriculum.
- Listen to, counsel and advise students when necessary in order to raise their confidence and self-esteem.
- Communicate with teaching/pastoral staff in order to give feedback and to let them know, when appropriate, if a student is experiencing difficulties.
- To keep records on students and to contribute to Annual Reviews and progress reviews when appropriate. This is likely to include home-school liaison via teaching or pastoral staff.
- Attend daily meetings with the Lead TA, and assist in planning and implementing short – term timetable changes required due to staff (TA) absence in order to provide full time support for specified pupils.
- Assist with maintaining the Learning Support base and its equipment in good order.
- Assist with duties relating to creating resources.
- Supporting students who require special arrangements in internal and external tests, examinations, assessments and assignments.
- Supporting students who require assistance with physical care, e.g. feeding, toileting and hygiene matters.
- Providing in-class support within the classroom under the direction of the classroom teacher, Assistant SENCo and Lead TA, assisting with behaviour, concentration, recording, reading, differentiation, social interaction etc.
- Accompany students on educational visits, interviews etc, as directed by the Lead TA.
- Provide break and lunchtime support for specified students as directed by the Assistant SENCo and Lead TA, and be flexible in response to students' needs.
- Take responsibility for own professional development, participating in training and attending courses as directed by the Head of Inclusion, Assistant SENCo and Lead TA.
- Liaise with parents, guardians and representatives of external agencies and attend reviews and meetings as directed by the Assistant SENCo.
- Attend relevant briefings, school meetings and events (not mentioned above) as required.
- Any other duties commensurate with the post as directed by the Head of Inclusion, Assistant SENCo, Lead TA or the headteacher.
- Keep up to date with relevant legislation and guidance in relation working with and the protection of children and young people.
- Display commitment to the protection and safeguarding of children and young people.
- Be aware of and comply with policies and procedures relating to child protection, safeguarding and safe working practices.
- Be aware of and comply with policies and procedures relating equal to opportunities, health and safety, security, confidentiality and data protection.
- To support homework club on a rota basis.



## Aptitudes

- Communicate effectively with staff at all levels within the school.
- Relate well to young people.
- Be supportive of an effective safeguarding culture within the school.
- Take initiative and work independently.
- Work to high levels of accuracy.
- Prioritise and plan to ensure completion of tasks.
- Empathise and interact with young people in an appropriate manner.

## Skills

- ICT competence.
- Problem solving.
- Negotiation.
- Organisational/administrative.
- Forward thinking.
- Communication.
- Ability to work positively and effectively with young people.

## Characteristics:

- Excellent attendance record.
- Sense of humour.
- Hard working.
- Willingness to be flexible and work to meet the best interests of the school.
- Willingness to undertake training in order to achieve appropriate qualifications.
- Self motivated.
- Team worker.



## Benefits of working at Pathfinder

Our range of employee benefits aims to support the health and wellbeing of our staff ensuring they are valued and supported throughout their time at work.

### Staff benefits platform

Our dedicated employee benefits platform Vivup provides staff with access to all of our benefits in one easy to use and convenient place. Vivup also provides exclusive benefits through their platform, including discounts from major retailers as part of the lifestyle savings benefit and the option to spread the cost of purchasing items straight from your salary through the home and electronics and cycle to work benefits.



#### Lifestyle savings

Save on everyday essentials, enjoy money off at the movies and browse frequently updated deals across retail, food, shopping, travel, family essentials, dining out, leisure activities and much more. The lifestyle savings benefits include:

- Frequently updated discounts from the UK's leading retailers
- Updates to offers and discounts sent directly to your email
- New offers, brands, retailers and discounts added on a weekly basis

#### Home and electronics

Spread the cost of purchasing a range of tech, homeware and essential appliances from Currys, John Lewis and more with payments taken automatically from your salary. The home and electronic benefits include:

- An alternative to expensive credit cards and pay day loans with no deposit or credit check required
- Spread the cost of essential items via fixed monthly salary reductions
- Access a huge range of products for the home and garden including the latest tech products
- Fast home delivery within days of authorisation

#### Cycle to work

Save up to 42% on the latest bikes, high-vis clothing and safety accessories for your commute to and from work. The cycle to work benefits include:

- Staying fit, healthy and focused
- Avoid expensive petrol, parking and public transport costs
- A huge range of tax free bikes and safety equipment from one convenient location
- Spread the cost throughout the year with manageable reductions direct from your salary

### TES Magazine subscription

All Pathfinder employees have unlimited access to the online TES magazine keeping you up to date with the latest education news, analysis and teaching and learning knowledge.



### Pension Scheme

As an employee of Pathfinder Multi Academy Trust you are offered membership of either the Teachers' Pension Scheme; or for support staff, the Local Government Pension Scheme. As well as employee's paying contributions into the scheme (banded, based on earnings level) Pathfinder also pays into the scheme on your behalf at the following rates (regardless of earnings):

#### Support Staff Pension Scheme

Pathfinder contributes an additional 20.4% of your salary

#### Teachers' Pension Scheme

Pathfinder contributes an additional 28.68% of your salary

### Employee Assistance Programme

Making sure everyone at Pathfinder gets the support they need whatever their worries, the Employee



Assistance Programme provides specialist counselling and resources 24 hours a day, 365 days a year. The service is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. You can also access:

- Emotional support and counselling
- Specialist information on work-life balance
- Financial and legal advice
- Management consultation to support those responsible for managing others
- Up to six sessions of face to face or telephone counselling
- Access to online Cognitive Behavioural Therapy (CBT)
- Information on local services such as elder care and childcare

### Discounted bus travel

As part of the First Bus Commuter Travel Club, Pathfinder staff benefit from discounts on work and leisure travel using First Bus services. The benefits of the Commuter Travel Club include:



- Savings on discounted monthly bus tickets
- Unlimited bus travel within your chosen zone
- Mobile tickets delivered straight to the free First Bus App
- Automatic monthly ticket renewal
- Spread the cost of annual travel
- Price frozen for 12 months