



Steel City
Schools Partnership

Recruitment
information for the
position of

Higher Level Teaching Assistant

Positions available at:

**Brook House Junior
Monteney Primary**

Dear Applicant

Thank you for your interest in a career at Steel City Schools Partnership.

Steel City Schools Partnership is a growing Multi Academy Trust. There are currently 9 primary academies in the Trust with Bankwood Primary due to join us in Spring 2023.

We are also excited that in the government announcement in December 2022, Windmill Hill Primary has been named as a school that will either be rebuilt or refurbished as part of the Schools Rebuilding Programme.

SCSP has a proven track record of securing transformational change and sustainable school improvement. Our vision is to provide high quality education and deliver the best outcomes for young people within an ethos based on our vision and underpinning aims:

To provide an excellent education for all.

Achieving Excellence Sustaining Excellence Sharing Excellence

Our success is due to our biggest and most valuable asset – our staff team. We have a number of positions available across our academies and we are looking for enthusiastic and dedicated individuals to work with us.

SCSP can offer you

- Guidance of a supportive and experienced leadership team who invest in the development of their teams and the Trust
- Free on-site parking
- Access to healthcare and wellbeing services
- Encouragement of further and continued professional development
- Local Government Pension Scheme

An application form and job description for each of the positions available can be accessed via our website:

<https://www.scsp.org.uk/vacancies/>

Here is some information about the academies, the positions available, and contact information:

Brook House Junior

Vacancies: Yes

Brook House Junior, is a rapidly improving school (Good – November 2019) in the west of the city serving the Beighton area. The school serves a close knit community and has wonderful external grounds, backing onto the Rother Valley Park. Brook House joined SCSP in April 2021 and in that time has made rapid improvements.

Pupils enter Brook House Junior almost entirely from Beighton Nursery Infant School which is next door to Brook House Juniors. The school has strong links with the Infant School. Brook House works closely with its feeder secondary, Westfield as well as with other local and regional schools.

The school is vibrant and happy, led by a team of hard working, experienced and committed staff.

Headteacher – Jack Huckstepp Office Manager – Jodie Martin Tel: 0114 248 7754

Fox Hill

Vacancies: None currently

Fox Hill is a vibrant and exciting academy in which to work and, with the additional Integrated Resource for 21 pupils, it serves a diverse community. Having moved into our new building (April 2015) we are excited about the next stage in our learning journey having made huge steps with pupil outcomes over the past years, whilst recognising there is still more to do. Ofsted in July 2019 deemed Fox Hill to be a 'Good' school for the second inspection in a row.

Fox Hill works closely with the local secondary school and is a targeted English Hub (Whiston Worrygoose) network school for early reading and phonics.

Headteacher – Annali Crawford Office Manager – Toni Jenkinson Tel: 0114 231 3469

Greenhill

Vacancies: None currently

Greenhill Primary is a good school (Ofsted – July 2022) serving the Greenhill village community in the south of the city. Since joining SCSP in February 2018, the school has made progress towards raising the outcomes and progress for the pupils. A new leadership team started in September 2019. SCSP are delighted that an IR for 12 children with SEMH/ASD has opened on site with a nursery provision due to be opened April 2023.

Headteacher – Scott Ellin Business Support Manager – Carla Weaving Tel: 0114 237 7020

Lound Infant and Lound Junior

Vacancies: None currently

Operating on 2 sites, Lound Infant and Lound Junior, formally Lound Academy Trust, are the most recent schools to have joined SCSP in September 2021. Both schools are Good (Infant Nov 2022 and Junior September 2022) and serve the Burncross / Chapeltown area. Lound works closely with the other SCSP and locality schools in the north of the city as well as with its feeder secondary Ecclesfield.

Lound's philosophy is based on giving every child the opportunity to succeed academically and socially; ensuring they achieve as highly as possible. We believe that every child has potential. Through a high standard of teaching, in a caring environment where children benefit from positive attitudes and high expectations, we aim to ensure that every child's potential is reached.

Headteacher – Emma Bellamy Office Manager – Sam McCarthy Tel: 0114 246 2181

Mansel

Vacancies: None currently

Mansel is an effective school (Ofsted Good- January 2017) in the north of the city serving the Parson Cross estate. Approximately 62% of the pupils are deemed to be disadvantaged yet despite this challenge, has recorded very strong outcomes. The school has benefited from strong leadership and governance. Mansel works closely with the neighbouring secondary school and is a targeted English Hub (Whiston Worrygoose) network school for early reading and phonics.

Mansel is more than just a school, it is a hub for the community we serve and is a place where our children and families come first. Every day we strive to make a positive difference in the lives of the children we serve. We offer a warm welcome, acceptance and love whilst providing our children with the highest standards of education to prepare them for an amazing future.

We are extremely proud of our most recent set of academic results. Our KS2 outcomes were really something to celebrate as we exceeded the national expectations! We also had much to celebrate in Foundation Stage and KS1 as well with many results in line with or above national expectations.

Headteacher – Emily Matthews Office Manager – Tammy Mosley Tel: 0114 232 1278

Monteney

Vacancies: Yes x 2 positions

Monteney (Ofsted Good – March 2020) is a National Support School serving the north of the city and the Parson Cross and Shiregreen estates. Approximately 28% of the pupils are deemed to be disadvantaged and the school is oversubscribed every year. The school has a track record of Innovation and Leadership development. Monteney works closely with a range of external partners including the feeder secondary school, as well as Learners First and Learn Sheffield.

Monteney is a creative, collaborative and inclusive school which aims to inspire and encourage every child to be the best that they can be. We pride ourselves in delivering an exciting and creative curriculum and providing high quality learning and pastoral support for our children as well as offering excellent CPD opportunities for all our staff. We have a supportive, innovative, friendly and well-motivated staff team who work collaboratively to develop practice and share ideas.

We are excited about how our focus on the development of our Monteney curriculum has started to further improve pupil outcomes and engagement in learning. Our children are enthusiastic with

positive attitudes to learning and they all strive to be "Monteney Learners" encouraged by our Monteney values. This was recognised in our last Ofsted inspection (March 2020).

Principal – Clare Hayes Business Support Manager – Lynzie Houston Tel: 0114 246 7916

Windmill Hill

Vacancies: None currently

Windmill Hill Primary (Ofsted Good – July 2022) joined SCSP in February 2018 after a period of time working in conjunction with the CEO. Windmill Hill serves the Burncross / Chapeltown area in north Sheffield. The school has made an application to reduce pupil numbers (30) due to a fall in the local birth rate. This is due to take effect from September 2023. Staff work together to provide a welcoming and inclusive environment so that all pupils can achieve their full potential.

Headteacher – Simon Plant Office Manager – Kay Lindley Tel: 0114 246 8550

Woodseats

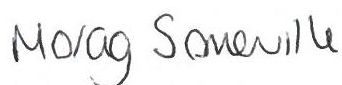
Vacancies: None currently

Woodseats Primary (Ofsted Good – November 2016) joined SCSP in September 2019 after a period of collaboration with Greenhill Primary. The school is housed within a Victorian building, and is based in the south of the city on the Chesterfield Road (A61). The school has approximately 33% of the pupils deemed to be disadvantaged yet recorded results in 2019 that were in line with or above national in all key stages.

Headteacher – Jack Fellowes Business Manager – Clair Morton Tel: 0114 255 4619

These are exciting and rewarding roles and I look forward to receiving your application.

Yours faithfully



Morag Somerville
Chief Officer Operations



HIGHER LEVEL TEACHING ASSISTANT

The Trustees of Steel City Schools Partnership are looking to recruit up to 3 skilled and inspirational practitioners to complement our existing educational support teams.

These are permanent positions to start as soon as possible, 37 hrs / 39 weeks per year. Grade 5 £25,466 - £27,916 (pro-rata), actual part time salary £21,782 - £23,878.

Expectations:

To teach / cover classes across the whole school: Brook House - Y3 to Year 6; Monteney - Nursery to Year 6. The activities that are planned / delivered will be for whole classes.

Relevant Qualifications:

- Meet Higher Level Teaching Assistant standards or equivalent qualification or experience
- Excellent numeracy/literacy skills – equivalent to NVQ level 2 in English and maths
- Training in the relevant learning strategies e.g. literacy
- Specialist skills/training in curriculum or learning area e.g. bi-lingual, sign language, ICT, Sport.

We are looking for individuals who are:

- Committed to a child centred philosophy
- Committed to excellence within their work in the School and across the partnership
- Able to assess children's progress and focus upon their next steps.

The successful applicant must be

- Committed to excellence within their work in school and across the partnership
- Able to work as an effective team member
- Well organised
- Able to communicate with children and adults in a constructive and effective way.

Application Information:

For further information and / or to arrange a visit please contact:

Brook House Junior – 0114 248 7754

Monteney – 0114 246 7916

Please download an application form from
www.steel-city-schools-partnership.org

Completed application forms should be emailed to
jobs@steel-city-schools-partnership.org

Please state clearly on your application form which school you are interested in.

Closing date: 30. 01.2023

Interview Date: Week commencing 06.02.2023

We expect the successful candidate to work within our collaborative spirit and ethos, by building on the successes of the individual schools by working in conjunction with others to raise standards and enhance the outcomes for the pupils, families and communities we serve.

We are committed to safeguarding and promoting the welfare and safety of children and vulnerable adults and expect all staff to share this commitment. All successful candidates will be required to complete an Enhanced Disclosure and Barring Service Check.

**We value our diverse workforce and aim to work together to make the most of our differences.
We welcome applications from everyone.**

JOB DESCRIPTION FOR POST OF HIGHER LEVEL TEACHING ASSISTANT

The postholder must, at all times, carry out his/her duties and responsibilities within the spirit of Steel City Schools Partnership and School policies and within the legislative framework applicable to academies.

POST TITLE	HIGHER LEVEL TEACHING ASSISTANT
GRADE	5
RESPONSIBLE TO	HEADTEACHER
PURPOSE OF JOB	<p>Working within an agreed framework of supervision to complement the professional work of teachers by taking responsibility for agreed learning activities, including planning, preparation and delivery. These activities can be for individuals/groups or whole classes on a short-term basis including monitoring and assessment, recording and reporting on pupil achievement, progress and development</p> <p>Responsible for the management and development of a specialist area within the school and/or management of other teaching assistants including allocation and monitoring of work, appraisal and training</p>
RELEVANT QUALIFICATIONS	<ul style="list-style-type: none"> • Meet higher level teaching assistant standards or equivalent qualification or experience • Excellent numeracy/literacy skills – equivalent to NVQ level 2 in English and maths • Training in the relevant learning strategies • Specialist skills/training in curriculum or learning area e.g. bi-lingual, sign language, ICT

MAIN DUTIES AND RESPONSIBILITIES

SUPPORT FOR PUPILS

1. Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning.
2. Establish productive working relationships with pupils, acting as a role model and setting high expectations.
3. Develop and implement Individual Education Plans.
4. Promote the inclusion and acceptance of all pupils within the classroom.
5. Support pupils consistently whilst recognising and responding to their individual needs.
6. Encourage pupils to interact and work co-operatively with others and engage all pupils in activities.
7. Promote independence and employ strategies to recognise and reward achievement of self-reliance.
8. Provide feedback to pupils in relation to progress and achievement.

SUPPORT FOR THE TEACHER

1. Organise and manage appropriate learning environment and resources.
2. Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate.
3. Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives.
4. Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence.
5. Record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment.
6. Work within an established discipline policy to anticipate and manage behaviour constructively, promoting self control and independence.
7. Supporting the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc.
8. Administer and assess/mark tests and invigilate exams/tests.
9. Production of lesson plans, worksheet, plans etc.

SUPPORT FOR THE CURRICULUM

1. Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs.
2. Deliver local and national learning strategies e.g. literacy, numeracy, KS3, early years and make effective use of opportunities provided by other learning activities to support the development of pupils' skills.
3. Use ICT effectively to support learning activities and develop pupils' competence and independence in its use.
4. Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds.
5. Advise on appropriate deployment and use of specialist aid/resources/equipment.

SUPPORT FOR THE ACADEMY

1. Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person.
2. Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
3. Contribute to the overall ethos/work/aims of the school.
4. Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
5. Take the initiative as appropriate to develop appropriate multi-agency approaches to supporting pupils.
6. Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others.
7. Deliver out of school learning activities within guidelines established by the school.
8. Contribute to the identification and execution of appropriate out of school learning activities which consolidate and extend work carried out in class.

LINE MANAGEMENT RESPONSIBILITIES WHERE APPROPRIATE

1. Manage other teaching assistants.
2. Liaise between managers/teaching staff and teaching assistants.
3. Hold regular team meetings with managed staff.

Any other duties and responsibilities appropriate to the grade and role.

Steel City Schools Partnership
Person Specification - Higher Level Teaching Assistant

Minimum Essential	Method of Assessment
Skills /Knowledge	
Full working knowledge of relevant policies/codes of practice/ legislation	Application Form, Interview
Working knowledge and experience of implementing national/foundation stage curriculum and other relevant learning programmes/strategies	interview
Good understanding of child development and learning processes	Interview
Understanding of statutory frameworks relating to teaching	Interview
Ability to organise, lead and motivate a team	Interview
Constantly improve own practice/knowledge through self-evaluation and learning from others	Interview
Ability to relate well to children and adults	Interview
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Interview
Can use ICT effectively to support learning	Interview
Has sound speaking and listening skills to extend language in discussion	Interview
Can plan, implement and evaluate learning activities	Interview
Can undertake pupil assessment	Interview
Can manage the behaviour of pupils in a reasonable manner	Application Form, Interview
Has a caring positive attitude towards pupils welfare	Interview
Has an awareness of pupils with special educational needs	interview
Can maintain trust and confidentiality where appropriate	Interview
Can assist the school in forming a partnership with parents	Application Form, Interview
Has practical and organisational skills to prepare and manage educational resources	Application Form, Interview
Can complete and maintain pupils records	Interview

Experience, qualifications, and training (if any)	
Meet Higher Level Teaching Assistant standards or equivalent qualifications or experience	Application Form
Training in the relevant strategies e.g. literacy	Application Form
Excellent numeracy/literacy skills – equivalent to NVQ Level 2 in English and Maths	Application Form
Experience working with children of relevant age in a learning environment	Application Form, Interview
Specialist skills/training in curriculum or learning area e.g. bilingual, sign language, ICT	Application Form, Interview
Work related circumstances	
Can allocate some contractual time to after school staff meetings when appropriate	Application Form, Interview
Can allocate some contractual time to the whole of, or part of, staff training days when appropriate	Application Form, Interview
Can maintain personal presentation that sets high standards for the pupils	Application Form, Interview
Can work within the spirit of Steel City Schools Partnership Policies to do with Equal opportunities, Child Protection, Health & Safety, Finance, Smoking etc.	Application Form, Interview