



HLTA - Additional Provision
May 2025

**The
Boulevard
Academy**



Thank you for enquiring about the position of Higher Level Teaching Assistant - Additional Provision at The Boulevard Academy.

As Headteacher, I feel fortunate to work with an outstanding and dedicated team of colleagues who are working well our students and community.

The Boulevard Academy opened in September 2013 as a result of a need to offer greater opportunities for children locally, to learn and develop in a way that's best for them and our aim is to offer learners and parents a community-centred secondary education.

I firmly believe that every child has unique skills and talents and that they should be given every opportunity to develop them. I hold an unwavering expectation that all children can and will succeed.

I want to ensure:

- That every child makes progress, no matter what their starting point
- That our teaching will be matched to needs
- That we support our community.

A recent physical expansion has led to increased student numbers and wider specialist provision for specific students.

CPD and innovative staff development is how we develop and grow. Staff joining us will have opportunities for development at all levels and I encourage all staff to actively contribute their ideas in developing new ways of working.

I look forward to reading your application and meeting you

Ray Khan

Headteacher





Welcome to The Boulevard Academy

Our Mission Statement:

To work with all our students to assist them to develop the high expectations, academic and life skills that will best help them to be successful. Fostering personal confidence and happiness, we will challenge students to take responsibility for building a better world for the next generation.

We are one of three secondary schools in a developing Multi-Academy Trust (Thrive Co-operative Learning Trust) that currently consists of 10 schools.



The Boulevard Academy, 75 Massey Cl, Hull HU3 3QT
Tel: (01482) 217898 | Email: people@thrivetrust.uk





**Welcome from
Thrive Co-operative
Learning Trust Chief
Executive Officer
(CEO), Jonathan
Roe**

On behalf of Thrive Co-operative Learning Trust, I would like to thank you for your interest in working with us.

Our mission is to *inspire pupils to thrive in life*. We work cooperatively as a multi-academy trust to enable each pupil, school, and community to reach their fullest potential, and to aspire living our co-operative values.

We hope that you would like to join us in this mission.




Our Values



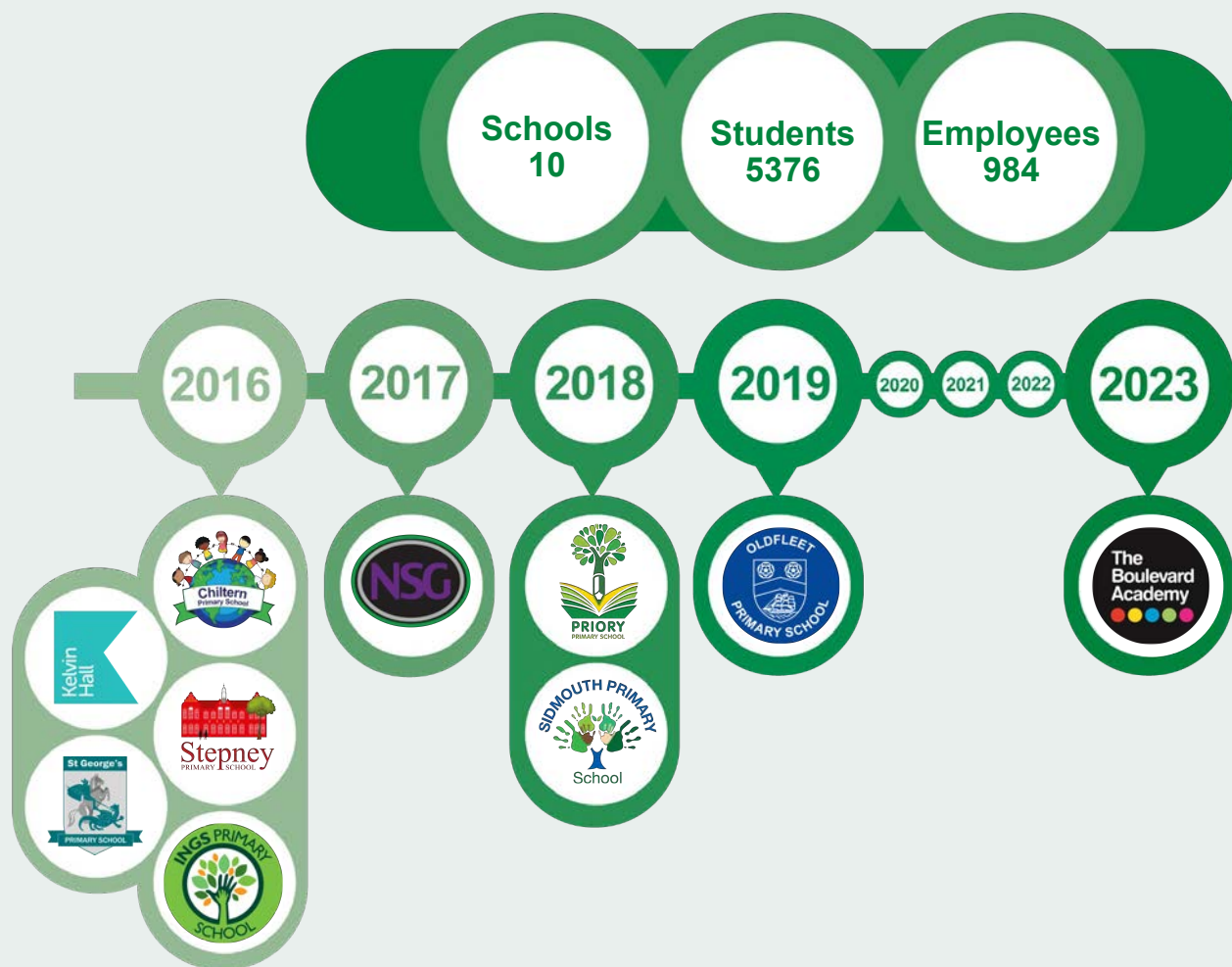
Thrive Mission Statement *Inspiring pupils to thrive in life*

Thrive Co-operative Learning Trust **understands thriving to mean learning**, and learning to mean **growing in knowledge, self-reliance and in responsibility towards others**. Achieving this will allow pupils and staff to **develop a sense of agency and co-agency**, which is the awareness that we are powerful and can affect change, that life is something to be grasped rather than something that happens, and that we have maximum impact when **we work together for the common good**. This sense of agency plays out at three scales as it affects the future of **the individual, their community (local and national), and their planet**.

View our **Thrive Charter** here...



Our Journey so far...

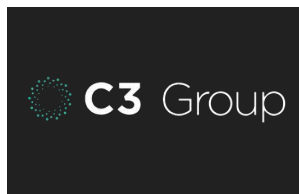


Our Partners

Our ongoing partnerships with the following organisations



Our partnership with the Reach Foundation is leading us to develop a 'Cradle to Career' model across our three schools in HU3 - and later across the whole of Thrive.



Our recent partnership with C3 Group has brought us closer to achieving our goal of net-zero emissions, reinforcing our pledge to create a more sustainable future for our students, staff, and the wider community.



Yorkshire 100 aims to identify 100 future school leaders and take them on a development journey of peer-led support and cutting edge national and international school development.



Coop Schools provides services and support for the network of cooperative schools, strengthening school improvement and local accountability.

Higher Level Teaching Assistant - Additional Provision
Salary: Grade 8 SCP 25 - 28 (£29,015 - £30,964 actual salary per annum)
35 hours per week, Term Time Only plus 5 training days Monday - Friday 8.00 am - 3:30 pm
Permanent
Start: September 2025

The Boulevard Academy is part of Thrive Co-operative Learning Trust which formed in September 2016 and is now responsible for 10 schools across Hull, 3 secondary and 7 primary schools.

The Boulevard Academy creates a positive learning culture that is highly aspirational and supportive. Opened in September 2013 and we offer exceptional opportunities for professional development.

We are looking to recruit a suitable person to work with our students away from mainstream lessons in a dedicated provision. The students present with a range of needs and benefit from the close support and guidance of the provision.

We will offer you:

- An inclusive school and outstanding Multi-Academy Trust to work in.
- Friendly, motivated and enthusiastic students.
- A Development Programme aimed at both new and experienced teachers.
- Desirable rewards and benefits package.

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact 01482 217898 or email info@theboulevardacademy.com

Closing date: Monday 12th May 2025, 4pm
Interviews: Wednesday 21st May 2025

As part of Thrive Co-operative Learning Trust commitment to safer recruitment processes and in accordance with statutory guidance: [Keeping Children Safe in Education](#) an online search will be carried out on all shortlisted candidates.

Please note, we do not accept CVs, applications must be submitted using our application form.

A candidate's suitability to work with children will be explored at all stages of the recruitment process. The successful applicant will, in accordance with statutory guidance, be subject to a comprehensive pre-employment checking process including receipt of a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS), a Children's Barred List check, a Section 128 Management Check if relevant, Prohibition check and overseas checks as applicable, identity check, medical clearance, proof of qualifications, satisfactory references and a check regarding their eligibility to work in the UK.

This role involves contact with children and provides regular access to children, therefore it is 'regulated activity'. As such, this post is exempt from the Rehabilitation of Offenders Act - 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Our commitment to equality and diversity: Thrive Co-operative Learning Trust recognises and celebrates the diversity of its schools and their communities. There is a shared commitment across the Trust to develop further a culture of respect, where discrimination is not tolerated, and individuals are treated equitably and fairly and feel a sense of belonging.

Please visit [Thrive Trust website](#) to view our Job Applicants Privacy Notice, which explains how we collect, store, and use personal data about individuals applying for jobs at our school.



Job Description

Post Title	HLTA - Additional Provision
Grade	Grade 8
Location	The Boulevard Academy
Reporting to	Vice Principal

Purpose of Role

To complement the professional work of teachers by taking responsibility for learning activities under the professional direction and supervision of a qualified teacher. This will involve planning, preparing and delivering learning activities for individuals/groups or short term for whole classes and monitoring pupils and assessing, recording and reporting on pupils achievement, progress and development. 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.

Key Responsibilities

1. To promote and safeguard the welfare of children and young people.
2. Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning
3. Establish productive working relationships with pupils, acting as a role model and setting high expectations
4. Develop and implement IEPs
5. Promote the inclusion and acceptance of all pupils within the classroom
6. Support pupils constantly whilst recognising and responding to their individual needs
7. Encourage pupils to interact and work cooperatively with others and engage all pupils in activities
8. Promote independence and employ strategies to recognise and reward achievement of self-reliance
9. Provide feedback to pupils in relation to progress and achievement
10. Organise and manage appropriate learning environment and resources
11. Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate
12. Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives
13. Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence
14. Record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment
15. Work within an established policy to anticipate and manage behaviour constructively, promoting self control and independence
16. Supporting the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc
17. Administer and assess/mark tests and invigilate exams/tests
18. Production of lesson plans, worksheets, plans etc.
19. Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs

1. Deliver local and national learning strategies e.g. literacy, numeracy, KS1 & KS2, early years and make effective use of opportunities provided by other learning activities to support the development of pupils' skills
2. Use ICT effectively to support learning activities and develop pupils' competence and independence in its use
3. Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds
4. Advise on appropriate deployment and use of specialist aid/resources/equipment
5. 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
6. Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
7. Contribute to the overall ethos/work/aims of the school
8. Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
9. Take the initiative as appropriate to develop appropriate multi-agency approaches to supporting pupils
10. Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others
11. Deliver out of school learning activities within guidelines established by the school
12. Contribute to the identification and execution of appropriate out of school learning activities which consolidate and extend work carried out in class
13. Manage other teaching assistants
14. Liaise between managers/teaching staff and teaching assistants
15. Hold regular team meetings with managed staff
16. Represent teaching assistants at teaching staff management/other appropriate meetings
17. Undertake recruitment/induction/appraisal/training/ mentoring for other teaching assistants
18. Any duties of a similar nature as directed by the class teacher or senior leadership team

Safeguarding Children

Thrive Co-operative Learning trust is committed to safeguarding and promoting the welfare of our pupils and young people. Each school has a robust Safeguarding Policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff to share this commitment. All post holders are subject to a satisfactory Enhanced disclosure from the Disclosure & Barring Service (DBS) and satisfactory employment references, as well as identification and qualification checks which will be required before commencing duties.

Responsibilities for Staff:	Manage other teaching assistants
Responsibilities for Customers/Clients:	Safeguarding and promoting the welfare of children. Promoting inclusion of all and modelling behaviour of young people.
Responsibility for Budgets/Financial Resources:	None
Responsibility for Physical Resources:	Prepare, maintain and use equipment and resources, including ICT, for use in relevant learning activities. Records and relevant files on pupils



		E	D	How Identified
Qualifications	Higher Level Teaching Assistant qualification - or to be gained within an agreed timeframe	✓		AF, Q
	GCSE in English & Maths at Grade C or above or equivalent	✓		
	Safeguarding Training (Level 1)		✓	
Relevant Experience	Experience in working flexibly across the school including the Foundation Stage and Key Stages 1 and 2	✓		AF, I, R
	Recent experience of working as an HLTA in a Primary School setting meeting all required standards	✓		
	Lesson observations good or better with positive feedback	✓		
	Experience of teaching phonics	✓		
	Experience of preparing and mounting displays		✓	
Skills & Abilities	Motivation to work with children and young people	✓		AF, I, R
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓		
	Excellent classroom practitioner	✓		
	Excellent Literacy/Numeracy skills	✓		
	Willingness to learn, acquire and apply new skills	✓		
	Use IT effectively to support learning and communication	✓		
	Experience of Co-ordinating a subject across the school	✓		
	Relevant experience of developing and implementing IEPs		✓	
	Commitment to Restorative Practices	✓		
	Good organisational skills in the workplace	✓		
	High levels of drive, motivation, enthusiasm and high expectations of staff and pupils	✓		
	Knowledge of EYFS & KS1 & KS2		✓	
	Willingness to support extra-curricular activities	✓		
Knowledge	A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		AF, I, R
	Full working knowledge of relevant policies/codes of practice/legislation including SEN	✓		
	Working knowledge and experience of planning and implementing the National Curriculum and the Foundation Stage curriculum	✓		

Interpersonal/ Communication Skills: Verbal Skills	Ability to establish professional, effective working relationships with a range of partners/colleagues and children & young people	✓		AF, I, R
	Excellent level of Interpersonal and communication skills:- (a) Written (b) Oral skills (c) Computing Ability to work independently and as part of a team	✓		
	Ability to establish good professional relationships and effective working relationships with all stakeholders	✓		
	Understanding of and commitment to equality of opportunity	✓		
Personal Qualities	Commitment to attending all relevant training including staff meetings	✓		AF, I R
Disclosure & Barring Service	The successful candidate's appointment will be subject to the School obtaining a satisfactory Enhanced disclosure from the Disclosure & Barring Service and Children's Barred list check	✓		DBS
	This post is exempt from the Rehabilitation of Offender Act 1974 the candidate is required to declare full details of everything on their criminal record.	✓		(after short listing)



How to apply



Application forms can be downloaded from TES or Eteach and should be returned via email to people@thrivetrust.uk

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact 01482 217898 or info@theboulevardacademy.com

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