



MAGHULL HIGH SCHOOL RECRUITMENT PACK

Southport
Learning
Trust



HLTA – Social, Emotional and Mental Health (SEMH)

ABOUT US

Welcome to Maghull High School, part of the Southport Learning Trust.

We are seeking to appoint a passionate and dedicated HLTA to join our Inclusion Team at Maghull High School. The successful candidate will be key in ensuring positive outcomes for the students who have social, emotional and mental health difficulties. Our Inclusion Team staff are fulfilled by the idea of making positive changes for our young people, often acting as their advocate as they navigate their way through school. There will be lots of ups and downs, but to many of our young people, the support offered by their trusted team of adults is the most important thing to ensure success. Our actions may sometimes seem small on the surface, but they can mean a massive difference to our students.

We are dedicated to supporting students with SEND needs and are looking for motivated, inspiring, and influential candidates who will take responsibility for the provision for some of our most complex and vulnerable students, supporting their achievement across all curriculum and non-curriculum areas in school. This role is ideal for a candidate who has experience and knowledge of Special Educational Needs (in particular those with SEMH difficulties) who is now looking for a more senior role within a team of dedicated individuals.

Working alongside the SENDCO and Assistant SENDCO you will also support the management of staff members including TAs and outside agencies/practitioners to ensure strategies and targeted support delivers positive impact. You will support with administrative processes and be expected to keep accurate and detailed records.

The successful candidate will be required to confidently collaborate and communicate with students, staff, families and a range of external services and partner schools.

Maghull High School is part of the Southport Learning Trust, which currently includes Greenbank High School, Stanley High School, **Birkdale High School, Meols Cop High School, Range High School, Bedford Primary School and Kew Woods Primary School.** Our Trust welcomes teachers who are enthusiastic energetic, and dedicated individuals with a talent for working with young people and a love of education. We are seeking colleagues who can build robust and effective relationships with staff, parents, students, and the wider community in order to further the ethos of the Trust.

Interested applicants are strongly encouraged to visit us, meet our team and most importantly, meet our fabulous students. To organise a tour ahead of application, please contact Miss N Bowen at bowenn@maghullhigh.com or telephone: 0151 527 3961.

Matthew Kay
Headteacher





APPLICATIONS

CONTRACT : PERMANENT

CLOSING DATE : Friday 31 January, 12 noon

INTERVIEW DATE : Week Commencing, Monday 3 February 2025

START DATE : SEPTEMBER 2025

GRADE : (£27,711 - £31,067 per annum pro – rata, actual salary £22,512 - £25,238)

PLEASE SEND APPLICATIONS TO BOWENN@MAGHULLHIGH.COM

CVs will not be considered

Enclosed in this pack is:

The job description and person specification for the role. Please use these to complete the application form for this post, setting out how you meet the criteria of the post. Please ensure that you complete the application form fully and do not leave any gaps in your career history.

An equal opportunity monitoring form which is enclosed with the application form. Please note the information on this form is used for monitoring purposes only and will not be seen by the shortlisting panel.

Our Recruitment Privacy Notice can be found on the school website, which sets out how we will gather, process and hold personal data of individuals as part of this recruitment process. If you are not shortlisted or appointed, then your information will only be retained by us for 6 months from the shortlisting date.

Maghull High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be requested to undertake an Enhanced Disclosure and Barring Service check. At least one member of our recruitment team for this post is Safer Recruitment trained and we adhere to Southport Learning Trust's Recruitment and Selection Policy for Employees and Volunteers.

We are proud to have an organisational culture where employees with varying perspectives, skills, life experiences and backgrounds – the best and brightest minds – can work together to achieve excellence and realise individual and organisational potential.

JOB DESCRIPTION

In line with statutory requirements and the school health and safety policy, all staff are reminded that they are responsible for their own and others health and safety. Whenever or wherever either should be at risk, this should be brought to the attention of a senior member of staff immediately.

School : Maghull High School

Post : HLTA – Social, Emotional and mental Health (SEMH)

Grade : NJC Local Government Pay Band F (Pay Scale F 12 – 19)(£27,711 - £31, 067 per annum pro – rata, actual salary £22,512 - £25,238)

Responsible to : SENDCO

Responsible For : Supporting the needs of groups and individual students with social, emotional, and mental health difficulties

JOB PURPOSE

To work alongside students, parents, staff and agencies to support and promote the positive outcomes of students with SEMH difficulties.

Work alongside the SENDCO and Assistant SENDCO in all aspects of assessing, planning, delivering, managing and reviewing provision to ensure its effectiveness.

Key Responsibilities:

- Assist in the support and inclusion of all learners with additional needs and ensuring student records and SEND information is up to date and communicated in a timely manner.
- Collaborate with parents, staff and students to identify barriers to learning and support the review of the SEND register
- Develop and deploy bespoke strategies and resources to support students in overcoming barriers to learning
- Work closely with staff (including the pastoral team) to support students who experience difficulties with SEMH
- Working alongside the SENDCO and Assistant SENDCO ensure the school meets statutory responsibilities for students with Education Health Care Plans and their annual reviews
- Oversee a caseload of our more complex learners with identified SEMH needs ensuring the school meets statutory responsibilities in the assess, plan, do review cycle
- Prepare and quality assure SEND Support Plans across the department
- Support the management and deployment of the Inclusion team alongside the SENDCO and Assistant SENDCO
- Co-ordinate the interventions for SEMH difficulties keeping robust records and evidencing impact
- Contribute to planning and delivering provision for students who experience emotionally based school avoidance (EBSA)
- Collaborate with agencies to ensure that interventions for SEMH are timely, purposeful and that relevant information is disseminated as appropriate
- Lead the effective administration of referrals, audits and feedback from agencies and wider support services
- Work alongside the school pastoral team to further develop good practice and contribute to the school work plan meetings

- Collaborate with feeder primary schools, agencies, colleges, universities and parents to ensure robust and bespoke transition for SEND learners
- Support wider school activities and the communication and promotion of our SEND provision
- Champion our SEND learners promoting and contributing to developing the ethos and culture in further developing an inclusive school
- Work alongside the Careers Team to ensure bespoke support, advice and opportunities are identified and actioned for our SEND students
- Further develop our association with the Local Authority careers link to establish purposeful and positive next steps/pathways for our SEND students
- Keep accurate and detailed records

Wider Responsibilities:

- Support the creation and maintenance of purposeful, orderly and supportive learning environments
- Collaborate with teachers to ensure in-class support is effective and purposeful and communicate best practice across all faculty areas
- In collaboration with staff, deploy and recommend strategies to support students in achieving their learning goals
- Report and celebrate students' achievements and progress
- Support students in assessments and examinations gathering evidence to support the Access Arrangement process
- Undertake structured and agreed learning programmes, to support student progress in collaboration with agencies as appropriate to need
- Support the use of ICT in learning activities and develop students' competence and independence in its use
- Prepare, maintain and use equipment/resources, including the use of ICT required to meet the needs of students
- Support for students physical and sensory needs as required

School Support:

- Be aware of and comply with school policies and procedures relating to safeguarding, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned)
- Be aware of and support difference, ensuring all students have equal access to opportunities to learn and develop
- Contribute to the school ethos, aims and development/improvement plan
- Appreciate and support the role of other professionals
- Attend relevant meetings as required
- Participate in training and other learning activities as required
- Assist with the supervision of students out of directed lesson time
- Accompany teaching staff and students on visits, trips and out of school activities as required

WHY JOIN SOUTHPORT LEARNING TRUST?

Southport Learning Trust is an inspirational multi academy trust that stands at the forefront of educational excellence and community engagement. Southport Learning Trust is one of the largest employers in Southport and surrounding areas thanks to our collaboration of schools which include *Birkdale High, Greenbank High, Meols Cop High, Range High School, Stanley High, Maghull High, Kew Woods Primary and Bedford Primary School*. Each of our schools are unique beacons of aspiration in their communities, our connectivity as a Trust makes us even stronger.

The trust is the heartbeat of the local community and its network spans over 6,700 pupils and over 800 employees. Southport Learning Trust is built on its four pillars which enables students to have access to the highest quality of education.



Andrew Brown Photography



Focus directly on school improvement. We are aware of the exceptional practitioners we have in the schools across the Trust. Utilising an Implementation plan focus we will liberate colleagues to prioritise collaboration as a catalyst to sustainable improvement.

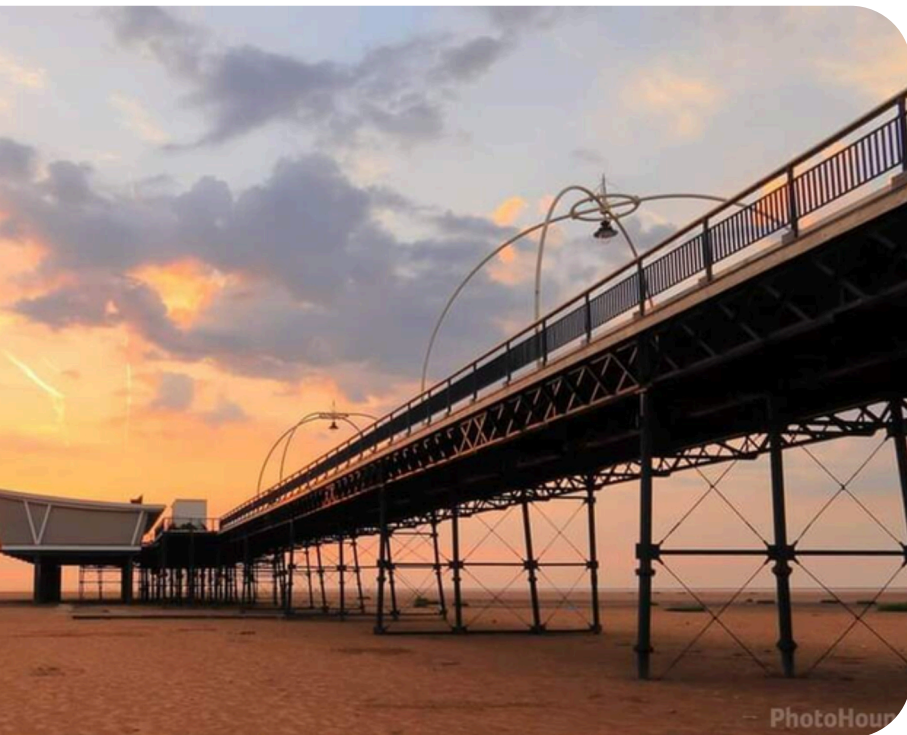
‘Professional Improvement is school improvement’. Creating cultures across our family of schools in which professional development is central, will ensure that we are investing in the area that research tells us has the biggest impact on student progress.

Our family of schools are all committed to inclusive education that is ambitious for all. We are driven to remove all barriers for our children and ensure they have equity in access to all areas of our curriculums and wider school life.

Committed to not only raising the aspirations of our students but importantly ensuring those aspirations are realised. Working in true partnership with our communities we will ensure our students are visionary thinkers, ambitious innovators and pioneers of the future.



EMPOWERING OUR COMMUNITIES TO POSITIVELY IMPACT THE WORLD



EMPLOYEE BENEFITS INCLUDE:

- **Continuous Professional Development and Learning:** we will support your career aspirations and support you to thrive in your role.
- **Generous Pension:** we are part of the Teachers' Pension Scheme for teaching staff and Merseyside Pension Fund for support staff.
- **Cycle to work scheme:** enjoy a healthy commute with our cycle-to-work programme, making bicycles more affordable.
- **Collaborative Working:** thrive in an environment that values teamwork and collaboration, with a culture of shared knowledge and collective success.
- **Wellbeing Support:** Staff receive access to the Schools Advisory Service Wellbeing App. Services include physiotherapy, counselling and private GP phone & video consultations. Click the link below to find out more. .

WHY SOUTHPORT?

- Beautiful coastline:** Sandy beaches and long promenade provide plenty of opportunities for relaxation and outdoor activities.
- Affordable Property:** Compared to larger nearby cities, Southport offers more affordable property prices.
- Victorian Architecture:** The town boasts a wealth of historic buildings, giving it a unique charm and character.
- Green Spaces:** Southport is home to a number of beautiful parks and gardens, including the Botanic Gardens and Victoria Park.
- Proximity to major cities:** easy access to nearby cities such as Liverpool and Manchester, making it convenient for work or more urban entertainment.
- Health & Wellbeing:** The coastal environment is often associated with a better quality of life, including fresher air, lower stress levels, and opportunities for outdoor fitness activities. The beach, parks, and overall tranquil setting contribute to a healthier lifestyle.
- Community:** The town has a strong sense of community, with various events and festivals throughout the year, such as the Southport Flower Show and Air Show. It's a family-friendly place with good schools and activities for children.



LEISURE & ENTERTAINMENT

Southport offers a range of entertainment options, from its famous pier and Pleasureland amusement park to theatres, cinemas, and a lively dining scene. Its golf courses, including Royal Birkdale, attract golfers from around the world.



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