

Myatt Garden Primary School

HLTA / Sports Coach

Applicant Information Pack



Head Teacher's Welcome

Dear Applicant

Thank you for taking the time to consider Myatt Garden. I have been proud to be part of the Myatt Garden community for over 20 years and as a Head Teacher since 2014.

Myatt Garden has a long tradition as a creative school, where children are offered a rich curriculum that engages them as active participants in experiential learning.

Our pupils love PE lessons, thanks to the quality teaching we believe is best provided by a dedicated sports professional, We offer a range of extra-curricular sports clubs, organise a dedicated sports week and enter local sports competitions.

Staff are our most valuable resource and it is the people in our organisation that make the difference each and every day. It is our staff that support, inspire and motivate our children who are at the heart of everything we do. The Myatt Garden team work exceptionally hard with a real sense of team spirit - we are all in it together!

At our last Ofsted, inspectors recognised the ethos of Myatt Garden as very positive and instilling a sense of 'can do' in pupils and staff. They highlighted the significant part played by our bespoke curriculum and the way it encourages children to think for themselves and develop a real enthusiasm for learning.

Myatt Garden is a real community school; we work in partnership with families to ensure a warm and inclusive atmosphere where children feel safe and valued. Alongside academic success, we strive to develop our children's emotional intelligence and empathy for others. Our pupils are polite, friendly and demonstrate very positive attitudes to teachers, their learning and each other.

We are passionate about learning and are excited about welcoming a new dynamic team member to our school. If Myatt Garden sounds like the right school for you, please come and visit us. We look forward to showing you all that makes Myatt Garden such a special place to work and learn.

Sally Williams



A bit about our school...



Myatt Garden is a vibrant and creative two-form entry primary school in Brockley. There are 388 children on roll, including our nursery. The school serves a very diverse community with our pupil premium children making up about 20% of our roll and 61% of our pupils belonging to global majority groups.

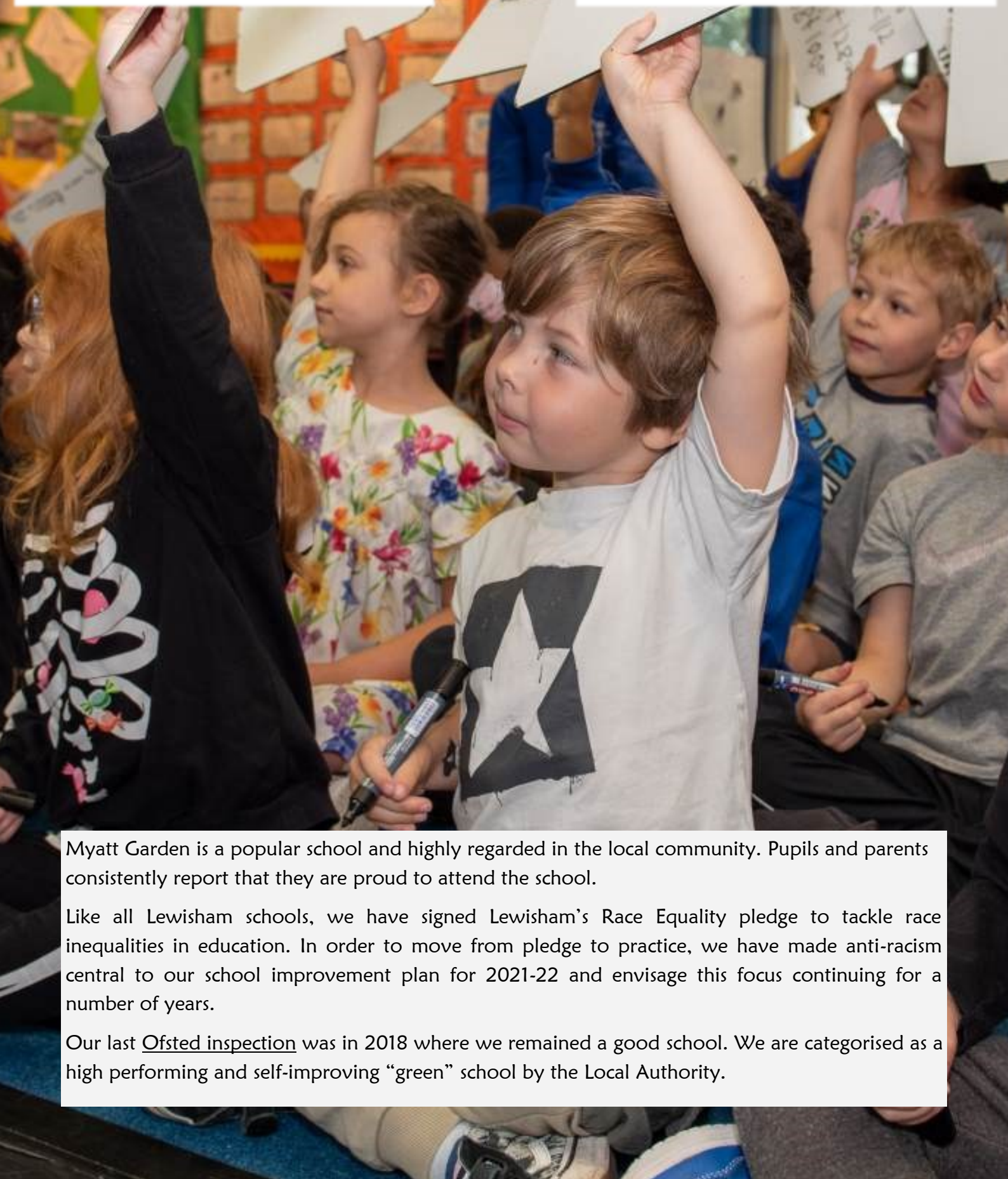
We place a high value on a broad and balanced curriculum which ensures children are passionate about learning and ready for future challenges. We have a strong shared vision where all our children are encouraged to **enjoy and excel at learning and life**. We have created a vibrant and enriching learning community where children, staff and families are valued, included and respected, and where all are encouraged to develop and achieve their potential and make a contribution.

We believe in the ability of every child and our mission is to create an environment where children have:

- ◆ the learning and social skills to succeed and contribute
- ◆ the confidence, enthusiasm and self-belief to achieve, create and participate
- ◆ the curiosity and passion to problem-solve, take risks and be ambitious
- ◆ and a sense of social responsibility that makes them team players, great friends and active citizens

“ I want to send a heartfelt THANK YOU to all those teachers, TAs, PTA members, volunteers and support staff who make our school function in an age of austerity. Myatt Garden Primary literally turned my girls’ lives around.”

“ Myatt Garden has been more than a school, a place where a real community was allowed to grow, where not only the children but their whole family felt a real sense of inclusion and support”



Myatt Garden is a popular school and highly regarded in the local community. Pupils and parents consistently report that they are proud to attend the school.

Like all Lewisham schools, we have signed Lewisham’s Race Equality pledge to tackle race inequalities in education. In order to move from pledge to practice, we have made anti-racism central to our school improvement plan for 2021-22 and envisage this focus continuing for a number of years.

Our last Ofsted inspection was in 2018 where we remained a good school. We are categorised as a high performing and self-improving “green” school by the Local Authority.

Outdoor Play and Learning (OPAL)

One fifth of the school year, the same amount of time allocated to core subjects such as Literacy or Numeracy, is allocated to play in our school. Our playtimes have significant educational, happiness and wellness value.

At Myatt Garden, we have learnt that the need to play and the fundamentals of what makes a good play environment are universal, but the ability of our organisation to provide for the needs of children depends on our values and priorities, combined with our willingness and capacity to grow as individuals and as a team.



We have seen just how much of an impact improving our play provision has already made to our school. We are not just talking about our playtimes being a bit less bother or about our children being a bit happier. We are talking about a cultural recognition (a need that is fundamental to the physical and mental wellbeing of all children) of the importance that freely chosen play has on every single child.

Our vision is that every child in our school has an amazing period of sustained high quality play every day, with no exceptions. If one child is not enjoying playtimes, then things still need improving. That's where our play team comes in – supporting and enabling (but not directing or leading) each child's play experience each day.

Our goal is that, regardless of personal identity, ability or age, every child at Myatt Garden should have access to outstanding play opportunities every school day of their lives. We hope that you will become part of this story and work with us to realise this vision.





Working at Myatt

Our school is full of enthusiastic and talented teachers and support staff who put the children at the heart of everything they do.

At Myatt Garden we value the wellbeing of all of our staff. It is a key focus that informs every decision we make.

Come and join our team at Myatt and benefit from:

- ◆ A stable, supportive and dedicated staff team who are passionate about what they do
 - ◆ Respectful, kind and eager pupils who love learning
 - ◆ An approachable, flexible and compassionate senior leadership team
 - ◆ Opportunities to join working groups and have your say in policy making and strategy across the school.
 - ◆ Excellent CPD opportunities and mentoring
 - ◆ Staff wellbeing committee and mental health champions
 - ◆ Free tea and coffee in our regularly stocked staff room
 - ◆ Free onsite car park
- ◆ Whole staff social events
- ◆ Team spirit and a 'can do' culture



Above all, Myatt Garden is an inclusive school that celebrates and embraces our differences. We invite you to come and be your authentic self at our school and to use your unique experiences to enhance the learning of our pupils.



“We all feel trusted by senior leaders not just to do our job but to make our mark. Each day I see the difference that I make. I feel empowered, supported, respected and fulfilled. That’s the magic of Myatt!”



“There's a strong community feel at Myatt and supply teachers always comment on the warm atmosphere. Staff are really friendly and always supportive of each other; it's one of the reasons why so many of us have stayed here for so long!”

Job Summary

Myatt Garden is looking for an enthusiastic, dedicated, and motivated individual to join our team as a HLTA with a focus on PE.

In consultation with the Deputy Head Teacher, the ideal candidate will play a key role in ensuring high quality PE lessons are delivered to all pupils and will have the opportunity to manage the school's engagement in external sports competitions.

The HLTA will compliment the teacher's delivery of the curriculum and contribute to the development of pupils.

The successful candidates must be available to start in **January 2025** or as soon as possible **thereafter**. This is a term-time only post working 22 hours per week over 4 days. We are offering an annual salary at Scale 6 which equates to an actual salary of **£19,736 - £20,329**

We know that the best way to get a true feel of our school and what we are like at Myatt Garden is by visiting us. We encourage all considering this role to come and visit our school.

Please contact **Eli Tabiri**, the School Business Manager, by telephone on 020 8691 0611 or send an email to recruitment@myattgarden.lewisham.sch.uk to arrange a visit.

We encourage applications from people from all sections of our wider community. The closing date for all applications is **at 9 am on Thursday 12th December 2024**.



Job Description

Job Title	Higher Level Teaching Assistant (PE)
Pay Grade	Scale 6
School	Myatt Garden Primary School
Responsible to	Deputy Head Teacher
Responsible for:	N/A

MAIN PURPOSE OF JOB

The HLTA will:

- ◆ Work with class teachers to raise the learning and attainment of pupils particularly in PE
- ◆ Promote pupils' independence, self-esteem and social inclusion
- ◆ Give support to pupils, individually or in groups, so they can access the curriculum, take part in learning, and experience a sense of achievement

Duties and Responsibilities

Teaching and Learning

- ◆ Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support achievement of all pupils including, where appropriate, those with special educational needs and disabilities (SEND)
- ◆ Promote, support and facilitate inclusion by encouraging participation of all pupils in learning and extracurricular activities
- ◆ Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning
- ◆ Use effective behaviour management strategies consistently in line with the school's policy and procedures
- ◆ Engaging children in their learning and managing behaviour effectively to ensure a good and safe learning environment
- ◆ Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- ◆ Observe pupil performance and share observations with the class teacher
- ◆ Provide PPA cover by delivering regular PE lessons
- ◆ Use ICT skills to advance pupils' learning
- ◆ Undertake any other relevant duties given by the class teacher
- ◆ To cover and lead class teaching as and when appropriate
- ◆ Direct the work, where relevant, of other adults in supporting learning

Planning

- ◆ Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the role
- ◆ Read and understand lesson plans shared prior to lessons
- ◆ Contribute to the planning and preparation of learning activities, and to plan their role in learning activities
- ◆ Use allocated time to devise clearly structured activities that interest and motivate learners and advance their learning
- ◆ Plan how they will support the inclusion of all pupils in the learning activities

Working with staff, parents/carers and relevant professionals

- ◆ Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher
- ◆ Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- ◆ With the class teacher, keep other professionals accurately informed of performance and progress, or concerns they may have about the pupils they work with
- ◆ Understand their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers
- ◆ Collaborate and work with colleagues and other relevant professionals within and beyond the school
- ◆ Develop effective professional relationships with colleagues

Health & Safety and Safeguarding

- ◆ Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing
- ◆ Look after children who are upset or have had accidents
- ◆ Be alert to any potential risks and report as appropriate
- ◆ Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- ◆ Promote the safeguarding of all pupils in the school

Professional Development

- ◆ Keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- ◆ Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- ◆ Take part in the school's appraisal procedures

Supporting the delivery of PE and Sports

- ◆ Be a positive role model
- ◆ Support school in the organisation and delivery of sports week and sports day activities
- ◆ Organise teams and accompany them to locally organised competitions and tournaments
- ◆ Identify and highlight opportunities for children to develop sporting talents beyond school

Equalities

Ensure implementation and promotion in employment and service delivery of the Council's equal opportunities policies and statutory responsibilities.

The postholder will be required to undertake other duties commensurate with the level of the post as required to ensure the efficient and effective running of the school.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder.

Person Specification

	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> ◆ GCSE Level 4 Maths or equivalent (minimum) ◆ GCSE Level 4 English or equivalent (minimum) ◆ Level 4 HLTA qualification or willingness to 	<ul style="list-style-type: none"> ◆ First Aid Training ◆ Relevant sports qualification
Experience	<ul style="list-style-type: none"> ◆ Experience working in a school environment or other educational setting ◆ Experience working with children / young people ◆ Experience planning and delivering sporting activities ◆ Sports coach experience 	
Skills and Abilities	<ul style="list-style-type: none"> ◆ Good literacy and numeracy skills ◆ Good organisational skills ◆ Ability to build effective working relationships with pupils and adults ◆ Skills and expertise in understanding the needs of all pupils ◆ Knowledge of how to help adapt and deliver support to meet individual needs ◆ Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils ◆ Excellent verbal communication skills ◆ Active listening skills ◆ The ability to remain calm in stressful situations ◆ Knowledge of guidance and requirements around safeguarding children ◆ Good ICT skills, particularly using ICT to support learning ◆ Understanding of roles and responsibilities within the classroom and whole school context ◆ Understanding of effective teaching methods ◆ Knowledge of how to successfully lead learning activities for a group or class of children 	<ul style="list-style-type: none"> ◆ Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support ◆ Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice

Person Specification

Personal Qualities	<ul style="list-style-type: none">◆ Enjoyment of working with children◆ Sensitivity and understanding, to help build good relationships with pupils◆ A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school◆ Commitment to maintaining confidentiality at all times◆ Commitment to safeguarding pupil's wellbeing and equality◆ Resilient, positive, forward looking and enthusiastic about making a difference◆ Capacity to inspire, motivate and challenge children and young people	
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Selection Process



To apply for this role please complete the accompanying application form and submit this via email to recruitment@myattgarden.lewisham.sch.uk or by post at Myatt Garden Primary School, Rokeby Road, London SE4 1DF.

All applications must be received by **9 am on Thursday 12th December 2024**

Shortlisting

Applications will be shortlisted by the panel on **Friday 13th December 2024**

Myatt Garden is an inclusive school and as part of our Anti-Racist agenda all applications will undergo blind shortlisting.

All shortlisted candidates will be contacted via email or telephone by **Friday 13th December 2024**.

Shortlisted candidates may be subject to an online search.

Interviews

Interviews will be held on **Monday 16th and Tuesday 17th December 2024**

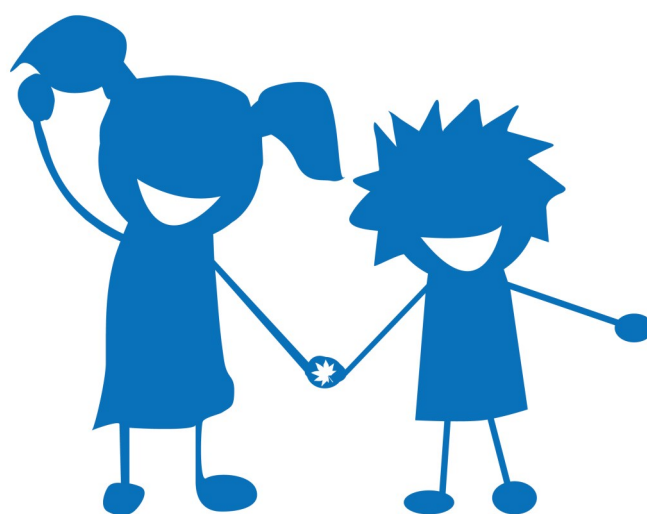
Appointment

The successful candidate would be expected to start in **January 2025 or as soon as possible thereafter**.

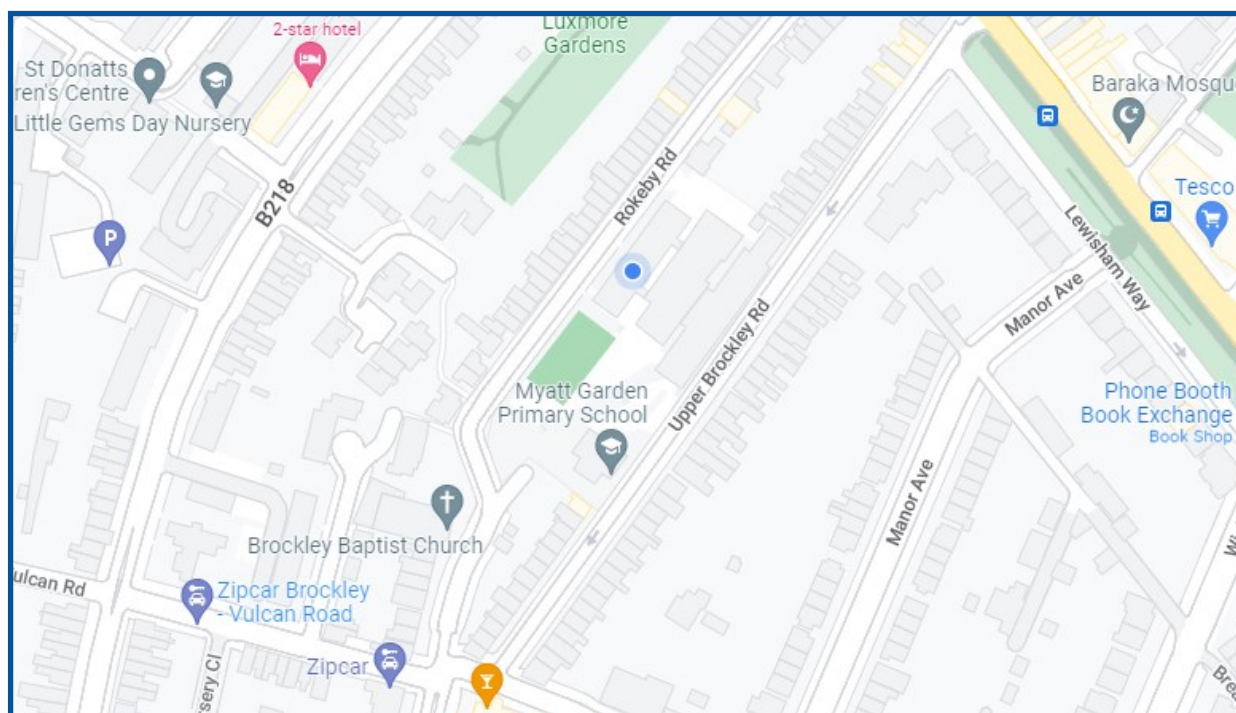
This post is exempt from the Rehabilitation of Offenders Act, any criminal conviction will need to be declared if you are appointed.

Myatt Garden School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Any successful appointment will be subject to an enhanced DBS check and suitable references.

If you would like more information please contact **Eli Tabiri** on 020 8691 0611 or send an email to recruitment@myattgarden.lewisham.sch.uk.



Myatt Garden Primary School



Telephone

020 8691 0611

Email

recruitment@myattgarden.lewisham.sch.uk

Address

Rokeby Road, London SE4 1DF