



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

School Name:	Threemilestone School
Job Title:	KS2 Teaching Assistant & Lunchtime Supervisor

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Application Form	www.tpacademytrust.org/application-packs/
Equality and Diversity Monitoring Form	www.tpacademytrust.org/application-packs/

Threemilestone School

Job Title:	KS2 Teaching Assistant & Lunchtime Supervisor
Pay Point / Pay Range:	TA – TPAT 4, LS – TPAT 1
Full Time Equivalent Annual Salary:	TA - £22,361 / LS - £22,177
Actual Annual Salary for this Role:	
Contract Type:	Temporary
Hours Per Week / Weeks Per Year	Starting September 2024
Closing Date:	Wednesday 27 th June 2024(midnight)
Shortlisting Date:	Friday 28 th June 2024
Interview Date:	Monday 1 st July 2024

An exciting opportunity for a KS2 Teaching Assistant & Lunchtime Supervisor at Threemilestone School...to start in September.

Monday 8.10am-12.30pm – TA and 12.30-1.15pm LS

Tuesday – Friday 8.30am-12.30pm 1.35-2.35pm TA and 12.30-1.15pm LS

Be part of something
Where everyone is welcome,
Where learning is fuelled by creativity,
Where great things happen

If you are wanting to join a strong team where learning from skilled colleagues and collaboration is key, where because of the large size opportunities are many and you are desperate to give all children the best experiences possible, then please, contact the school and come and look around!

For further information please contact the school secretary on 01872 263322

Please send completed application packs
to recruitment@threemilestone.tpacademytrust.org

To find out more about Threemilestone School, please visit:	https://www.threemilestone.cornwall.sch.uk/
To discuss this position please contact the Headteacher:	Email – STeagle@threemilestone.tpacademytrust.org Telephone – 01872 263322
Application packs can be downloaded from:	www.tpacademytrust.org/application-packs/
Please email your completed application form and equality & diversity monitoring form by the closing date to:	recruitment@threemilestone.tpacademytrust.org

Please note that successful candidates will be informed via email.

Truro and Penwith Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and pre-employment checks, including enhanced DBS clearance and full reference checks with previous employers.



School Information for Applicants	
School Address:	Polstain Road, Threemilestone, Truro TR3 6DH
School Telephone Number:	01872 263322
School Email Address:	threemilestone@tpacademytrust.org
Name of Headteacher:	Suzannah Teagle
Website Address:	https://www.threemilestone.cornwall.sch.uk/

Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

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Hours –

Monday 8.10am -12.30pm **TA** & 12.30-1.15pm **LS**

Tuesday – Friday 8.30am-12.30 & 1.35-2.35pm **TA** and 12.30-1.15pm **LS**

Please send completed application packs to -
recruitment@threemilestone.tpacademytrust.org

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

General Background

Threemilestone School is located near Truro. The school caters for children between the ages of 4-11, currently having 420 children on roll.

Class Organisation

The school has 14 classes: EYFS-year 6 children are organised into 2 classes.

Staff Organisation 2023-2024

EYFS: Mrs Brown (Assistant Headteacher) and Mr Knight

Year 1: Miss Wallis & Miss Bryant

Year 2: Mrs Rail & Mrs Beckett

Year 3: Miss Body & Mr Rowland

Year 4: Mrs Murt & Miss Andrew

Year 5: Miss Smith & Mrs Webb (Assistant Headteacher)

Year 6: Mrs Brown & Mr Wake

In addition to class teachers, the Headteacher, Ms Teagle, is supported by the deputy headteacher and the SENDCO, Mrs Ewart. There are 30 teaching assistants, an additional lunchtime supervisor, a music teacher - Mrs Browning, and our pupil support mentor - Mrs Thomas.

We also have a highly dedicated team of school administrators, Mrs Shaw, Mrs Carylton and Miss Hawken. Both our catering and cleaning contracts are provided by outside companies.

Our Curriculum

We offer our own STAR curriculum (Stimulating, Team-based, Aspirational, Relevant), with clear local links, appreciating the wonderful place we live, as well as having an understanding of what it looks like to be a global citizen. If you want to find out more, [CLICK HERE](#) for information on our website.

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. Click below for the Safeguarding Policy. <https://www.threemilestone.cornwall.sch.uk/wp-content/uploads/2022/09/CAPH-Safeguarding-and-Child-Protection-Policy.pdf>.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations.

This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Suzannah Teagle
Contact Email Address:	STeagle@threemilestone.tpacademytrust.org
Contact Telephone Number:	01872 263322

Please note that CVs or Indeed applications will not be accepted.

Application packs can be downloaded from www.tpacademytrust.org/applicationpacks/.

Closing Date:	Midnight 27 th June 2024
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date:

Monday 1st July 2024

To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.