



Lead Learning
Associate
November 2023





Welcome to Oldfleet Primary School

Oldfleet is a vibrant and friendly school that serves the community around Bradford Avenue.

At Oldfleet we aim to make learning exciting and meaningful so that every child in our community has the opportunity to achieve their full potential.

About Us

In December 2019 the school joined the Thrive Co-operative Learning Trust (formerly the Yorkshire and the Humber Co-operative Learning Trust)

Values and Ethos

At Oldfleet we recognise every child's right to a broad and balanced education in a safe environment that nurtures talent, creativity and individuality in all its forms. We aim to equip every child with the academic, social and creative skills to flourish in a diverse, exciting and ever-changing world.

We strive to develop confidence, resilience and high self-esteem in all learners so that they are able to persevere in times of difficulty and see mistakes not as failure but as opportunities to learn.

We celebrate diversity and together we learn to value and respect each other's views, beliefs and ways of life.



Oldfleet Primary School, Bradford Avenue, Greatfield Estate, Hull,
East Yorkshire, HU9 4NH
Telephone: **01482 782200** Email: admin@oldfleet.hull.sch.uk



Results - Oldfleet Primary School

KS2	% at age related expectation - School	% at age related expectation - National
Reading	42.9	73
Writing	59.2	71
Maths	44.9	73
Reading, writing and maths combined	28.6	59

KS1	% at age related expectation - School	% at age related expectation - National
Reading	54.3	69
Writing	47.8	31
Maths	60.9	71

EYFS	% good level of development
School	62.5
National	68



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**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



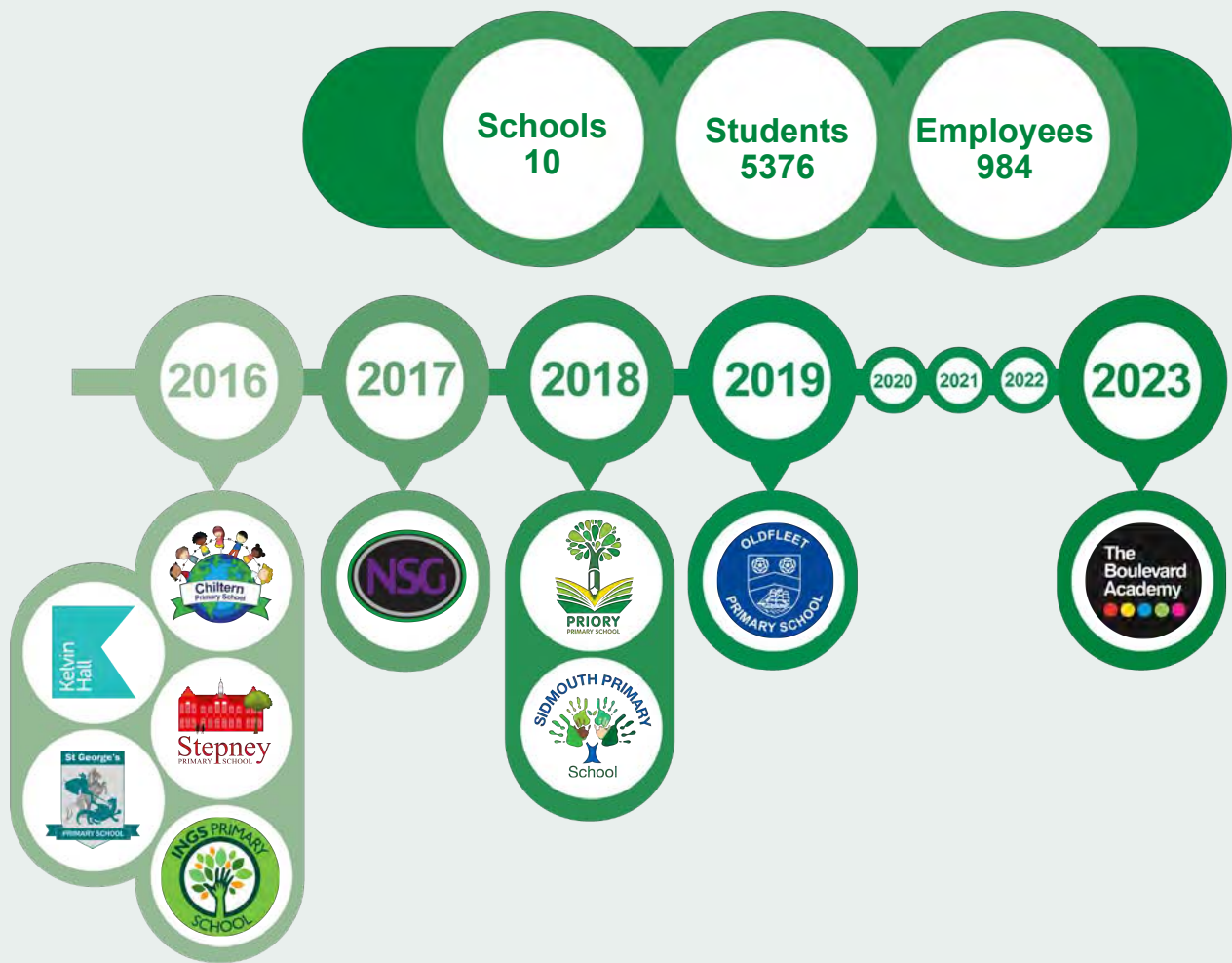
Thrive Mission Statement *Inspiring pupils to thrive in life*

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...

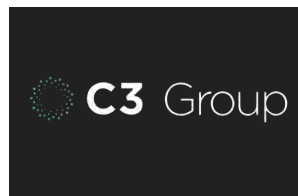


Our Partners

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.



Registered Office Address:

Kelvin Hall School, Bricknell Avenue, Hull, East Yorkshire HU5 4QH

Tel: (01482) 342229 | Email: jobs@thrivetrust.uk



Lead Learning Associate
Salary: Grade 6 Point 13 - 19 (£22,246 - £24,650 actual salary per annum)
Hours: 35.5 hours per week, Term Time plus 5 days
Permanent
ASAP or January 2024

The Thrive Co-operative Learning Trust is responsible for ten schools across Hull; three secondary and seven primary schools. Oldfleet Primary School is in east Hull and part of Thrive Trust. We are a two form entry primary school, with pupils aged 3 to 11 years.

A Thrive school is one that is a dynamic community of staff, pupils and their families all focussed on one thing - *inspiring pupils to thrive in life*.

Lead Learning Associates provide highly effective support for the children at Oldfleet Primary School, enabling them to thrive in all aspects of their development and learning.

They establish positive relationships with children, ensuring they feel safe, valued and happy.

The Learning Associate team has a high expectation of the children and themselves, as highly valued members of the whole school team.

As a Lead Learning Associate you will receive :-

- A competitive salary (Grade 6)
- A comprehensive CPD package delivered through a bi weekly programme
- 35.5 hours a week term time plus 5 CPD days
- A clear and comprehensive job description
- A lead role supporting our SEND children within our SEND provision

This role is an opportunity for someone with an interest and experience in SEND and will further strengthen a committed team of colleagues who want the very best outcomes for our children and the community we serve.

For further information please contact the school to speak to Vicky Mounsor or to arrange a visit on the dates

School visits: Thursday 16th November 3:30pm or Monday 20th November 3:30pm

Closing date: Monday 27th November 9am

Interview date: Friday 1st December

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.

Our commitment to Safeguarding: Thrive Co-operative Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Each school has a robust Safeguarding Policy and all staff receive training relevant to their role at induction and throughout their employment.

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.



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Job Description

Post Title	Lead Learning Associate
Grade	6
Location	Oldfleet Primary School
Reporting to	Head of School

Purpose of Role

- To provide highly effective support for our children at Oldfleet Primary School, enabling them to thrive in all aspects of their development and learning.

Key Responsibilities

- Promote and safeguard the welfare of children and young people.
- To live our Trust values, demonstrating commitment to the Thrive Charter
- Establish positive relationships with children, ensuring they feel safe, valued and happy.
- Have high expectations of behaviour and learning.
- To be a positive role model working with enthusiasm, care and consideration
- Promote an inclusive learning environment, recognising and supporting individual needs.
- Provide support for all children ensuring they are safe and learning throughout the school day including lunchtimes, playtimes and clubs.
- Support children in their learning and development in the classroom, in small groups and individually.
- Encourage and support children to form positive relationships with one another.
- Provide clear, positive feedback to children to encourage rapid progress in learning, behaviour and social skills
- Liaise closely with appropriate staff in relation to safeguarding, behaviour and wellbeing issues
- Prepare and deliver structured intervention and same day intervention e.g. RWI Fast Track Tutoring, RWI group teaching, Fresh Start, Speech and Language.
- Use own initiative to provide appropriate scaffolds to support children in being successful learners
- Model good spoken English
- Create and maintain a purposeful, organised and supportive learning environment.
- Develop displays within and outside of the classroom.
- Provide clear and detailed feedback to teachers about children's learning, behaviour and attitudes to learning and social skills
- Contribute to planning and assessment for learning recording this when appropriate.
- Support the delivery of whole class curriculum learning through modelling
- Work collaboratively with class teachers and as part of the wider school team.
- Deliver appropriate praise and logical consequences inline with the school behaviour policy.
- Form positive, supportive relationships with parents, liaising with them as and when appropriate.
- Accompany children on visits and out of school activities as required and taking responsibility for a group under the supervision of the teacher.
- Value professional development and welcome training opportunities to develop personal skills and knowledge.
- Demonstrate awareness of and comply with all school policies and procedures, including those relating to child protection, safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

- The Health and Safety at Work etc. Act 1974 and associated legislation places responsibilities for health and safety on Schools, as your employer and you as an employee. In addition to the Schools overall duties, the post holder has personal responsibility for their own health and safety and that of other employees; additional and more specific responsibilities are identified in the Schools Health and Safety policy.

Requirements for Lead Learning Associate (Grade 6)

- In the absence of the class teacher, provide cover for lessons, maintaining a high expectation of behaviour and learning.
- Prepare, deliver and assess pre-planned learning activities under general guidance from the class teacher.
- As a Lead Learning Assistant, lead in a specified area and/ or phase - Lunchtime Lead Learning Associate, KS1 Lead Learning Associate, EYFS Lead Learning Associate, Lead Learning Associate, Attendance Lead Learning Associate, Breakfast Club Lead Learning Associate, KS2 Lead Learning Associate

Additional Information re the Lead Learning Associate SEND Enhanced Mainstream Provision role (Grade 6)

- To work under the guidance of the Lead Teacher to deliver learning to meet the needs of children with complex SEND needs within an enhanced mainstream provision classroom
- Ensure that the physical environment within the provision is prepared and organised for learning.
- Use the Thrive Trust Development Steps Tracker and children's EHCPs to support professional dialogue, planning and assessment of children's learning and progress
- To deliver learning activities to meet the needs of the children within the provision classroom
- Liaise sensitively and effectively with parents/ carers and other agencies and participate

The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility. The post-holder must be flexible to ensure the operational needs of the academy are met. This includes the undertaking of duties of a similar nature and responsibility as and when required, throughout the various workplaces in the academy and before and after the school day.

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:	None
Responsibilities for Customers/Clients:	Safeguarding and promoting the welfare of children. Under the direction of the teacher, responsibility for an identified group of pupils. Responsible for pupils in their daily care, colleagues within the school, parents and governors
Responsibility for Budgets/Financial Resources:	None
Responsibility for Physical Resources:	Safe use, moving and storage of all equipment used in the course of the role.



		E	D	How Identified
Qualifications	GCSE English and maths Grade A-C (or equivalent – e.g. Certificate in Adult Literacy / Numeracy Level 2)	✓		AF
	Minimum of NVQ Teaching Assistant Qualification Learning Associate L2 (Grade 5) Lead Learning Associate L3 (Grade 6)	✓		
	Safeguarding Level 1 (training will be given)	✓		
	Paediatric First Aid		✓	
	Bespoke training relevant to role, including Speech and Language, RWI or School Led Tutoring		✓	
Relevant Experience	Experience of working with children, young people and/or vulnerable adults	✓		AF, I, R
	Experience of assisting teachers and children in the marking of children's work, giving appropriate feedback to the child and the class teacher	✓		
Relevant Experience	Experience of assisting in the maintenance of SEND pupil profiles and other pupil records	✓		AF, I, R
	Leading in teaching of phonics to groups of children and interventions in small group activities	✓		
	Experience of creating high quality displays to celebrate children's learning and working walls to support children's learning (ICT effectively and appropriately used)	✓		
	Experience of planning and leading playground activities and games	✓		
	Experience of using ICT to effectively assist teachers in the delivery of learning, to deliver learning to groups, to access training and to create resources for learning.	✓		
	Experience of delivering planned learning to a whole class		✓	
	Experience of leading on a specific area or phase within the school, day (Lunchtime, Playtime, Attendance, Early Reading, Intervention, SEND provision)		✓	
Knowledge	A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		AF, I, R
	Understanding of ACEs, Trauma informed Practice and unconditional positive regard	✓		
	Understanding of child development and how children learn	✓		
	Understanding of National Curriculum, EYFS Guidance and other codes of practice eg SEN, Equalities	✓		
	Sound knowledge of phonics and guided reading within school in order to raise attainment in reading	✓		
	Working knowledge of ICT including use of iPads, Google Workspace (including GMail and Calendars), Microsoft Office and photocopiers	✓		
	Knowledge of Health and Safety requirements	✓		



		E	D	How Identified
Skills & Abilities	Motivation to work with children and young people	✓		I, R
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓		
	Ability to be flexible to adapt to changing workload demands and new school challenges	✓		
	Ability to scaffold children's learning activities to enable learners to successfully access learning	✓		
	Ability to assist teachers in the day to day delivery of teaching including the effective modelling of learning	✓		
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
	Relate well to children by recognising age / stage of development and individual needs	✓		
	Ability to interact well using courtesy, tact and diplomacy and negotiation skills	✓		
	Speak clearly and accurately using grammatically correct spoken English	✓		
	Ability to work constructively and proactively as part of a team, understanding classroom roles and working within this position as part of a team	✓		
	Use effective communication skills to model good practice for pupils and stakeholders	✓		
Written Skills	Highly competent written and presentation skills, including spelling and grammar, and including the use of ICT	✓		AF, I, R
Personal Qualities	Maintain a high levels of confidentiality at all times	✓		AF, I, R
	Make a commitment to the wider life of the school	✓		
	Ability to present a smart professional image in line with the Dress Code of the school	✓		
	Engage in additional training and development including being proactive in identifying own development needs	✓		
	Have the self-motivation and personal drive to complete tasks to the required time scales and quality standards	✓		
	Strive for excellence and ways to improve own performance and the performance of the school	✓		
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 our website and should be returned to people@thrivetrust.uk by the closing date below.

Should you wish to have an informal and completely confidential discussion please contact the school office on 01482 782200 or email admin@oldfleet.hull.sch.uk.

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