



**Launceston College
Multi Academy Trust**



Applicant Pack

Learning Support Assistants

Job Title: Learning Support Assistants	Start date: As soon as possible
School base: Atlantic Academy	Contract type: Monday to Friday 8.45am to 3.15pm (30 minutes unpaid lunch), 30 hours, term time only.
Closing Date: Monday 6 th June 2022	Salary: Grade B £9.50 - £9.57 (£18,333 - £18,475 fte), actual salary £12,295.36 - £12,390.60
Interviews on: TBC	Contract term: Fixed term with the potential to become permanent for the right candidates

Our Trust

Atlantic Academy is part of the Launceston College Multi Academy Trust (Trust) alongside Altarnun Primary, Bideford College, Egloskerry Primary, Launceston College and Launceston Primary School.

Our vision is to develop adventurous and ambitious students, who have the character, resilience and self-awareness required to be successful, whatever their background or circumstances. We seek to teach and support them to be responsible as well as happy and successful young people by learning the knowledge, skills and values that are essential for society.

We have exceptionally high aspirations for our students and seek to support them no matter what their background or circumstances.

We offer a distinctively broad, personalised, and academically rigorous curriculum across our primary and secondary schools, and aspire to the highest standards of teaching and learning.

As a Trust we share information and best practices to ensure we focus on an excellent and sustainable 0-19 learning journey for children, with a strong focus on our school and Trust community.

The Trust offers expert guidance and advice to students to help them shape and achieve their future goals without limitation. We want to equip every student with the knowledge, skills and values they need to achieve the very best that they can.

We seek applicants who are aligned to our vision and ethos and have the talent and passion to deliver that vision successfully. We support all our schools with our Trust-wide leadership and management, CPD, safeguarding, external networks, teaching and learning, school improvement, financial, administrative, estates and HR expertise.

We are looking for teaching and support staff who will deliver an exceptional education for the young people in our care.



Our Academy

Atlantic Academy opened in 2018 and is a growing 11 – 16 secondary school in the beautiful setting of the North Devon coast. Located in one of the most breath-taking settings for a school, Atlantic Academy combines the support of a small community school, with specialist teachers and resources, for a unique secondary school experience.

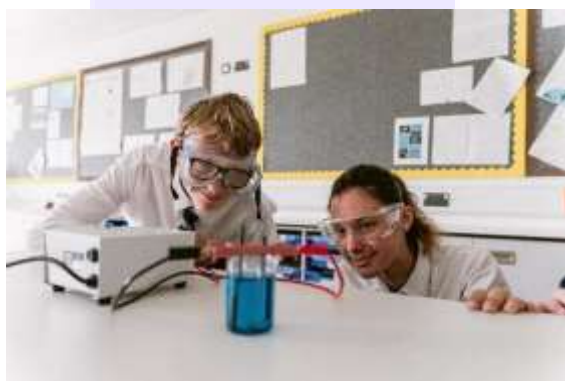
Atlantic Academy seeks to create a safe, caring, and supportive learning environment that allows for individual differences and learning styles to be celebrated. Each student's confidence, resilience and enthusiasm for learning is fostered by positive relationships with fellow students, staff and our broader community.

The Atlantic Academy values are centred around wellbeing, respect, curiosity and adventure, and appreciating education and lifelong learning. We are proud of our school community, which we are looking to grow over the following years.



We will offer:

- A modern, well equipped school with outstanding facilities.
- A team of dedicated and committed staff.
- A Trust culture which seeks to be fair, developmental, and supportive of staff and pupils.
- Opportunities to access professional development to ensure success in the role.
- An employee assistance programme.
- A cycle to work scheme.
- A focus on staff wellbeing.
- Generous pension and holidays.
- A large network across the primary and secondary settings.
- Attractive pay and opportunities to develop skills across the Trust.
- Support from cross Trust systems and school improvement leaders.



Atlantic Academy is looking for **Learning Support Assistants** to join their busy team.

The role is a pro-active one in the support of students educational, social and physical needs; to support the curriculum and the College through the provision of assistance to the teacher in the practical organisation of class activities and small group work.

Main Purpose of Job:

The role will be to take a pro-active role in the support of the educational and social needs of the students; to support the curriculum and the College through the provision of assistance to the teacher in the practical organisation of class activities and small group work.

Duties and responsibilities:

- To assist individuals and groups of children in developing knowledge, skills and attitudes. To take into account the learning support involved to aid the children to learn as effectively as possible.
- To establish supportive relationships with the student/s concerned and to encourage acceptance and inclusion of all students.
- To encourage social integration and individual development of students. To develop methods of promoting and reinforcing students' self-esteem.
- To assist in preparing, using and maintaining relevant teaching resources, including wall displays and cleaning up classrooms after activities. To ensure that basic classroom materials are available for use.
- To assist with lunch and break time supervision of children.
- To accompany children on educational visits and outings as supervised by the Teacher.
- To assist with the assessment, monitoring and recording of children's progress, health, behaviour and general wellbeing. To feedback any information (including concerns) regarding the well-being and educational needs of children to the teacher or Principal as appropriate.
- To be aware of confidential issues linked to home/student/teacher/school work and to ensure the confidentiality of such sensitive information.
- To supervise an individual or small group of children within a class under the overall control of the teacher.
- To carry out administrative tasks associated with all of the above duties as directed by the teacher.
- To attend staff meetings and school-based INSET as required. To meet with the Student Support Centre Manager, Head of Individual Needs and/or other appropriate staff.
- To encourage acceptance and inclusion of all students.
- The post holder is responsible for his/her own self-development on a continuous basis.
- To be aware of and work in accordance with the College's child protection policies and procedures, and to raise any concerns relating to such procedures which may be noted during the course of duty.
- To be aware of and adhere to applicable rules, regulations, legislation and procedures including the Schools Equal Opportunities Policy and Code of Conduct, national legislation (including Health and Safety, Data Protection).

- To develop methods of promoting/reinforcing the student's self-esteem and to promote independence through the development of self-help skills.
- To undertake other duties appropriate to the grading of the post as required.
- To maintain confidentiality of information acquired in the course of undertaking duties for the department.

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<u>Relevant Experience</u>	Previous experience of working with children.	Previous experience of working with children with complex needs/challenging behaviours within a classroom environment or similar.	Application form. Interview.
<u>Education & Training</u>	Good levels of literacy and numeracy. Attainment of 4 GCSE qualifications (or equivalent), or able to demonstrate equivalent knowledge, skills and aptitude.	Team teach training	Application form. Interview.
<u>Special Knowledge & Skills</u>	Organisational skills. Good communication skills.	Knowledge of issues relevant to education and child development.	Interview.
<u>Any Additional Factors</u>	Able to prioritise between different demands. Ability to work to deadlines. Self-motivated, and able to work in a team. An interest in children and education. Patient and friendly approach.	Able to work without supervision.	Interview.

To apply:

To apply for this job, please complete the application form: (provided in two formats below):
(Please note that for the Word application, you may have to download the file)

[Word Application](#)

[PDF Application](#)

We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are warmly invited.

Safeguarding Statement:

Launceston College Multi Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to DBS clearance and appropriate pre-employment checks.

