



Appointment Brief for Learning Support Practitioner

Danes Educational Trust

MAKING THE DIFFERENCE TOGETHER





Dear Applicant,

Re: Learning Support Practitioner Vacancy – Jupiter Primary School

Thank you for your interest in applying to Jupiter Primary School for the position of Learning Support Practitioner. We are looking to appoint an enthusiastic and self-motivated individual to join our school. The ideal candidate will work with teachers to support teaching and learning, providing general and specific assistance to pupils and staff under the direction, guidance and direct supervision of the classroom teacher.

Jupiter opened in September 2012 as one of three Free Schools in the West Herts Schools Trust. This year, we were delighted to become part of the Danes Educational Trust. Being part of a Multi Academy Trust (MAT) offer many benefits, including the opportunity to work with similar schools, sharing expertise and resources.

Our vision is that Jupiter will become a primary school of excellence, where every child is both challenged and supported to achieve their potential. We believe every child should be inspired by a rich and varied curriculum which focuses on establishing the highest standard of core skills, whilst developing independent and flexible learners.

We are a well -resourced two-form entry primary school situated in the heart of Hemel Hempstead with excellent transport links into / from London, we are also close to the M25. You can visit our school website on www.jupitercfs.org.uk for further information about the school.

We have high expectations for our pupils and want to ensure that we provide the best possible education so that our pupils achieve academically and have the best possible start to their secondary school education.

The governors and myself are committed to the well-being and continuing professional development of all members of staff. This role would provide an excellent opportunity for an outstanding and ambitious person. DET has a track record of excellent pupil attainment and achievement and offers exceptional professional development opportunities both within the Trust and School. To find out more please visit the Trust website www.daneseducationaltrust.org.uk

The successful candidate must be able to demonstrate that they share our values and are highly motivated to work with colleagues within school to support the learning of our pupils. If this is you then we would be delighted to receive your application.

If you have any questions or would like to discuss this position in more detail with me prior to applying, then please contact Dawn Gamble, Recruitment Manager at: recruitment@daneseedtrust.org.uk and we will arrange to contact you.

Thank you very much for your interest in this position.

Yours faithfully,

Mrs Tina Nowell
Headteacher





Becoming part of the team at the Danes Educational Trust will give you an opportunity to make a difference to the educational outcomes of young people in Hertfordshire, whilst providing you with an opportunity to pursue your passion for education.

In the last year, we have expanded to be a Trust of nine schools: St Clement Danes School, Croxley Danes School, Chancellor's School, Onslow St Audrey's School, De Havilland Primary School, Elstree Screen Arts Academy, Ascot Road Primary School, Jupiter Primary School, Lanchester Primary School and we have more schools in the pipeline. Schools maintain their own individual cultures and relationships with their community and networks, but align through key educational policies and school improvement strategies, and crucially align with respect to the Trust's vision and core values.

You will be part of a Trust that develops optimistic, resilient learners and valued, empowered staff. We collaborate with local, national and global partnerships to achieve our vision of 'Making the Difference Together' and consider our core values to be at the heart of what makes our Trust unique:

- We value **joy** in working, teaching and learning together
- We encourage everyone within our Trust to feel **optimistic** about the future and how they can shape it
- We support all individuals in developing **resilience** to enable them to respond to change and grow as a result
- We value and support the **wellbeing** of all individuals who learn and work in our schools
- We provide **equality** of opportunity and experience for all
- We provide a **safe** and secure learning environment for all



Job Title: Learning Support Practitioner

Line Manager: SENCo

Pay Range: H2 £18562 + £626 Fringe Allowance - ££19,188 FTE

Actual Starting Salary: £14,371.23

Work Pattern: 8.30am – 3.30pm Mon – Fri (1/2 hour unpaid break)

Working Term Time plus INSET days

Core Purpose

To work with teachers to support teaching and learning, providing general and specific assistance to pupils and staff under the direction, guidance and direct supervision of the classroom teacher.

Main Duties and Responsibilities are to:

- Work with individuals or small groups of pupils in the classroom under the direct supervision of teaching staff and provide feedback to the teacher
- Support pupils to understand instructions support independent learning and inclusion of all pupils
- Support the teacher in behaviour management and keeping pupils on task
- Support pupils in social and emotional well-being, reporting problems to the teacher as appropriate
- Prepare and clear up learning environment and resources, including photocopying, filing and the display and presentation of pupils work and contribute to maintaining a safe environment

Teachings Assistants in this role may also undertake some or all of the following:

- Record basic pupil data
- Support children's learning through play
- Assist with break-time supervision including facilitating games and activities
- Assist with escorting pupils on educational visits
- Support pupils in using basic ICT
- Invigilate exams and tests
- Assist pupils with eating, dressing and hygiene, as required, whilst encouraging independence.

Our Vision

At the Danes Educational Trust we are committed to 'Making the Difference Together' sharing best practice and supporting each other to be the very best we can be.

Core Values

The post holder is expected to share our commitment to our core values:

- We value joy in working, teaching and learning together
- We encourage everyone within our Trust to feel optimistic about the future and how they can shape it
- We support all individuals in developing resilience to enable them to respond to change and grow as a result
- We value and support the wellbeing of all individuals who learn and work in our schools
- We provide equality of opportunity and experience for all
- We provide a safe and secure learning environment for all

Job Description



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Compliance

The post holder is required to be aware of and comply with policies and procedures relating to child protection; health and safety; confidentiality; and data protection and report all concerns to an appropriate person.

Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts.

Additional Information

All staff are required to participate in training and other learning activities and in performance management and development as required by the Trust's policies and practices.

This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of the Trust.

Supervision/Job Context

The post holder is managed by the SENCo

Contacts

The post holder will work with pupil, teachers, parents and external agencies

Job Description continued.



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We are looking for ...

Knowledge, Experience and Training

Essential:

We would like you to have:

- GCSE Passes in Maths and English (A-C)
- Basic knowledge of ICT
- Awareness of Health, wellbeing and safety
- Awareness of keeping children safe
- Awareness of Data protection and confidentiality
- Understanding of the Schools ethos and values
- Basic knowledge of First Aid
- Strong Communication skills (written and verbal)
- Problem solving skills
- Motivations and a strong team player
- A natural aptitude to model the Trust's core behaviours – *'We display transparency, kindness and respect in all our interactions with others, and support each other in all our endeavours. We are tenacious in our desire to make the difference together'.*

We can offer a range of benefits including:

- Children of staff are admitted under criterion 2 of the primary transfer admission arrangements, after two years' service
- Exceptional CPD opportunities
- Study Assistance Programme
- Comprehensive Employee Assistance Programme
- Membership of the Teacher's Pension Scheme / Local Government Pension Scheme
- Career development opportunities within an expanding Multi-Academy Trust
- £250 New Employee Referral Scheme (i.e. finder's fee) for any qualifying positions that you refer the successful candidate for
- Cycle to Work Scheme
- Occupational Health
- Free flu jabs
- Free parking
- A friendly staff who organise regular social events



Benefits

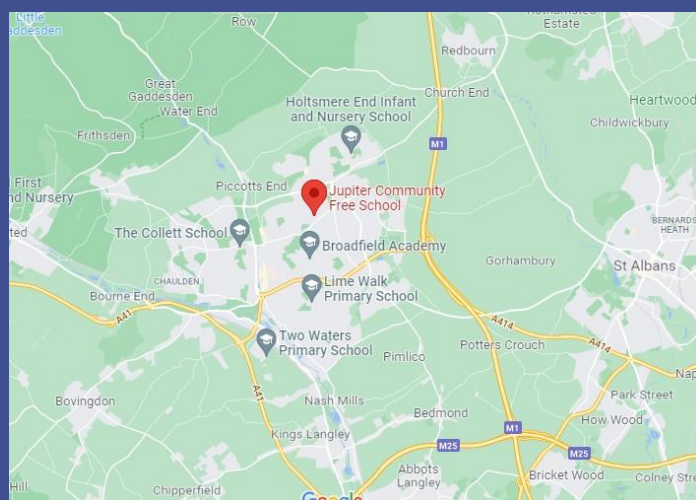




Jupiter Drive, Hemel Hempstead
Hertfordshire, HP2 5NT
T: 01442 217188

Headteacher:
Tina Nowell

<https://www.jupitercfs.org.uk/>



Dawn Gamble
Recruitment Manager
01923 589699 / 07917 035962
dgamble@danesedtrust.org.uk



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