



Teaching Assistant
Level 3

September 2024

The
Boulevard
Academy



Welcome letter from the Principal

Dear Applicant,

Thank you for enquiring about the position of Teaching Assistant Level 3 at The Boulevard Academy.

As Principal I am extremely fortunate to work with an outstanding and dedicated team of colleagues who have transformed learning for our students and our community.

The Boulevard Academy opened in September 2013 through a need to offer greater opportunities for our children locally to learn and develop in a way that's best for them and our aim is to offer learners and parents a community centred secondary education in Hull.

I wanted to lead this academy, because the vision, ethos and values align with my own. I firmly believe that every child has unique skills and talents and that they should be given every opportunity to develop them. I hold an unwavering expectation that all children can and will succeed. Each and every member of staff within this academy will hold the same expectation.

As Principal for the school I want to ensure:

- That every child achieves, no matter what their starting point;
- That our teaching will ensure achievement through providing the highest standards of teaching and learning;
- That we provide and support everyone in our learning community.

You will be joining us as we have just received approval to expand our school and its buildings. The plans for this expansion include new music and drama facilities; technology rooms for practical and digital studies as well as more general teaching classrooms; a new staff area and a Learning Resource area. Our vision can only be realised by recruiting exceptional colleagues, who can make a purposeful and lasting impact on the community we serve.

CPD and innovative staff development is at the very forefront as we develop and grow. Staff joining us will have opportunities for leadership development at all levels as we expand, and I will encourage all staff to actively contribute their ideas in developing new ways of working.

I look forward to meeting you and reading your application.

Janice Mitchell

Principal





Welcome to The Boulevard Academy

Our Mission Statement:

To work with all our students to assist them to develop the high expectations, academic and life skills that will best help them to be successful. Fostering personal confidence and happiness, we will challenge students to take responsibility for building a better world for the next generation.

We are one of three secondary schools in a developing Multi-Academy Trust (Thrive Co-operative Learning Trust) that currently consists of 10 schools.



The Boulevard Academy, 75 Massey Cl, Hull HU3 3QT
Tel: (01482) 217898 | Email: people@thrivetrust.uk





**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



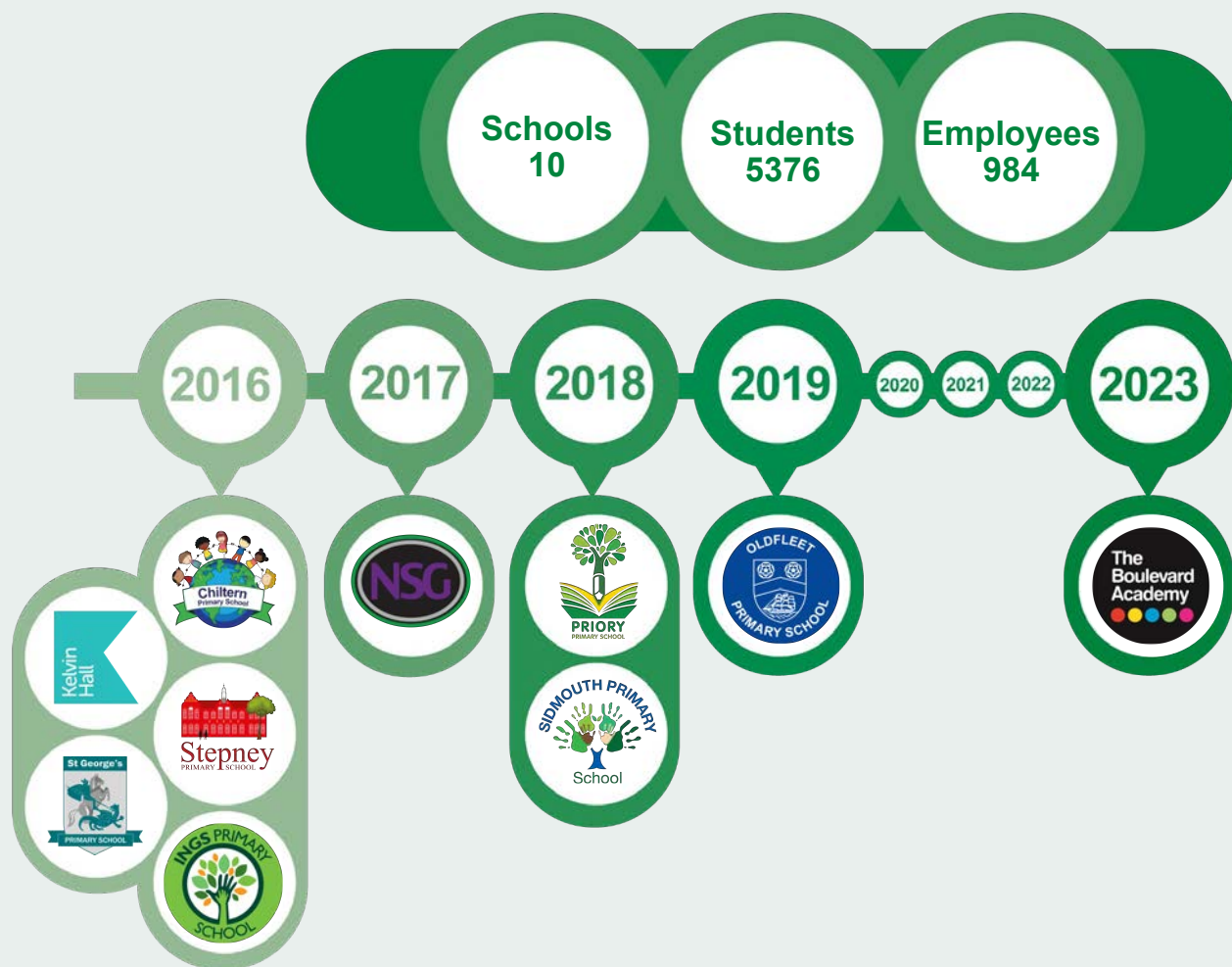
Thrive Mission Statement *Inspiring pupils to thrive in life*

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...

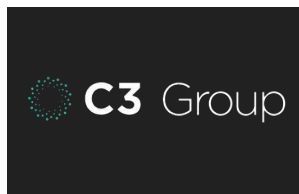


Our Partners

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.

Teaching Assistant Level 3
Salary: Grade 6 Point 13-19 (£21,933 - £24,303 actual salary per annum)
Hours: 35 hours per week, Term Time Only plus 5 training days
Monday - 8.30 - 16.00
Tuesday - Friday 08:00 - 15:30 (30 minute unpaid break)
Permanent
2nd September 2024

The Boulevard Academy is part of Thrive Co-operative Learning Trust which was formed in September 2016 and is now responsible for 10 schools across Hull, 3 secondary and 7 primary schools.

The Boulevard Academy creates a positive learning culture that is highly aspirational and supportive. Opened in September 2013 and we offer exceptional opportunities for professional development.

We are looking to recruit staff to work in our additional provision, 'Thrive+' established to meet the Social, Emotional and Mental Health (SEMH) needs of up to 10 students as well as students with a range of complex needs.

Thrive+ also has a nurture-style provision, specialising in working with students who have Communication and Interaction needs and will be working below age-related expectations in need of support with learning and communication.

We will offer you:

- An inclusive school and outstanding Multi-Academy Trust to work in.
- Friendly, motivated and enthusiastic students.
- A Development Programme aimed at both new and experienced teachers.
- Desirable rewards and benefits package.

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact 01482 217898 or email info@theboulevardacademy.com

Closing date: Friday 7th June 2024, 9:00am

Interviews: To be confirmed

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.

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.



Job Description

Post Title	Teaching Assistant Level 3
Grade	Grade 6
Location	The Boulevard Academy
Reporting to	Vice Principal

Purpose of Role

To provide highly effective support for our children within our Thrive+ unit, 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.
- 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 Level 3 Teaching assistant, lead in a specified area including Attendance support, SEND support and Lunchtime support

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 L2	✓		
	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	✓		
	Experience of assisting in the maintenance of SEND pupil profiles and other pupil records	✓		
	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.	✓		
Skills & Abilities	Motivation to work with children and young people	✓		R, I
	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	✓		
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
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 TES or Eteach and should be returned via email to people@thrivetrust.uk

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact 01482 217898 or info@theboulevardacademy.com

Closing Date: Friday 7th June 9:00am

Interview Date: To be confirmed



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