



**Bradshaw**  
**Primary School**



# APPLICATION PACK

<b>ACADEMY:</b>	Bradshaw Primary School
<b>ROLE:</b>	Midday Assistant
<b>START DATE:</b>	Immediate Start
<b>HOURS:</b>	Term Time Only, 5 hours per week
<b>SALARY:</b>	Grade 3, pt 4-5 £24,404.00 - £24,790.00 Actual Salary £2,751.71 - 2,795.24
<b>CONTRACT:</b>	Permanent

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# MESSAGE FROM THE TRUST

Dear colleague

We are delighted that you are considering applying for a role at Bradshaw Primary School, a fabulous one-form entry primary school and the newest member of our Trust. Your interest comes at an important and exciting time in the development of the trust. We are a small trust with a balanced blend of five primary and two secondary schools, but are poised for growth as we drive towards our four key strategic aims. At the heart of our strategy we aim provide the best school experience possible for every child, and to be the best employer we can be.

Omega Multi-Academy Trust was formed in 2018. We serve wonderfully diverse communities across the metropolitan borough of Warrington and the City of Liverpool. Our schools are firmly rooted in their communities and respond to their individual needs with local knowledge and understanding, retaining their unique identities. We strongly believe in the power of genuine collaboration and school-to-school support, so as a trust, we exploit every opportunity to embrace the sharing of best practice, celebrating our many strengths , learning and growing together.

We pride ourselves on nurturing a culture of inspiring education which emphasises the knowledge, skills and experiences that will enable pupils to be resilient and aspirational. We invest in our staff and embed innovative, high-quality teaching and learning into our curriculum whilst keeping the best interests of our students at the heart of everything we do.

In my role as Chief Executive Officer, it is a privilege to witness the drive and determination of our colleagues who have welcomed our strategic vision with such enthusiasm and drive. The Trust's new Impact Strategy, as well as having a necessary focus on inclusive education and continuous school improvement as standard, includes an important focus on you, and your wellbeing, ensuring we care for the people who help and support our children and young people to stay safe and to thrive.

If we are successful in our mission, we will have ensured our schools provide:

- World-class teaching that promotes exceptional learning.
- Bespoke pastoral care that nurtures our students' aspirations.
- Inspiring learning environments, where our students can make mistakes and overcome them to become the best version of themselves.
- Industry-leading professional development for all colleagues, investing in our teams to support them in fulfilling their personal and professional ambitions.

The hard work is paying off and whilst we know our work is far from complete, we are proud to have reached some key milestones. Outcomes at our primary schools are now amongst the best in the country, with strong outcomes in Early Years, Key Stages 1 and 2 in almost all of our schools. Where outcomes are not as strong, they are improving at pace.

Our dedicated staff and committed team of Trustees and Governors are relentless in their aim of creating truly world-class schools. Our Headteachers are empowered to create schools that reflect the communities they serve, yet we encourage our schools to be externally focused, obsessive in their quest to learn from the very best, never leaving opportunities for improvement to chance.

We see vacancies such as this as an opportunity to attract new talent, bringing the best practice into our trust. By joining us, you become a crucial part of the team that will deliver our vision. Together, we will transform lives.

If successful in your application, you will be joining a highly collaborative, supportive and committed team who will share their practice and offer unwavering support, advice and guidance to each other; an invaluable network of support for you as you embark on this fabulous challenge in your new school.

Thank you once again for your interest in this exciting opportunity at Bradshaw Primary School. I look forward to welcoming you to our team.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C Wilcocks', written in a cursive style.

Mr Christian Wilcocks  
CEO Omega Multi-Academy Trust



# MESSAGE FROM THE EXECUTIVE THE HEADTEACHER

Thank you for showing an interest in this role at Bradshaw Primary School. We have been at the heart of our local community since 1966 and we hope that you will be able to spend some time finding out more about our wonderful community focused school.

Our school motto is 'Proud of who we are and proud of what we achieve', we celebrate the successes of our children and encourage them to take risks in a safe and warm environment. All the staff work hard to offer the children an interesting and varied curriculum, which links to their own lived experiences but also opens the door to the wider world, allowing them to develop their knowledge and understanding. By working with colleagues across Omega Trust, we are able to participate in a number of CPD opportunities, from Maths and English moderation events, to subject leader days. Each training event is designed not only to improve our curriculum delivery but colleague's pedagogy, in a supportive and collaborative way.

Here at Bradshaw, our children participate in a range of exciting additional clubs and activities including fencing, archery and girl's rugby. We also provide various school trips and residential, each designed to enhance the curriculum. These opportunities has been introduced with the purpose of 'Making School Unmissable'.

The school is located on a site that is fortunate to have substantial grounds, providing various outdoor areas for the children to enjoy. We are currently looking to develop this further, with the introduction of a forest school planned.

Bradshaw School is currently going through a period of transition, and it is an exciting time to be joining our evolving team. But what does remain constant, is the positive engagement and behaviour of our children. Their attitudes to learning are exemplary, and whether it be through our pupil councils or when representing the school, for example in sporting events, the children are a credit to the school and the wider community.

We have an active Parent Teacher Association (PTA) who offer a range of different fund-raising activities throughout the year and have helped to provide many resources for school that have been a real benefit to our children. This organisation represents our parents, who also play a full and active part in school life. Whether it be through whole-school events such as the International Women's Day football session, our class learning showcases or supporting with trips, we welcome and encourage our parents to come into school and be involved their child's education.

Bradshaw Primary School joined Omega Multi-Academy Trust in April 2024 and see the next stage of our journey as an exciting one. The Trust aims to offer the best education for all children and to be the best employer for its staff. This ethos mirrors our own, and we feel that the opportunities for children and staff to develop their skills and knowledge is enhanced by being part of Omega Multi-Academy Trust. This includes aligning our policies and procedures with those established across the trust, especially in terms of our Attendance and SEND charters.

One significant benefit of being part of a trust, is the opportunity to enhance the provision with our school building. Here at Bradshaw, we have been able to upgrade a number of different parts of our school, overhauling the EYFS provision, introducing a sensory room and 'The Hive' small learning community. These projects have been developed to provide each of our children with a supportive and vibrant learning environment. As a one-form entry primary school, we would not have been able to complete these projects without the support of the trust.

In joining Omega Multi-Academy Trust you will be joining a forward thinking, reflective and driven organisation whilst working within a community-based primary school.

Mr. Jason Heatley



Interim Executive Headteacher

# JOB DESCRIPTION

<b>Academy:</b>	Bradshaw Primary School
<b>Job Title:</b>	Midday Assistant
<b>Accountable to:</b>	Headteacher /Deputy Headteacher
<b>Closing date:</b>	Friday 18 <sup>th</sup> April 2025, 9am

We wish to appoint a committed, highly motivated and caring person to join our team of Midday Assistants, supervising children during lunchtime.

## PURPOSE

### SUPPORT FOR THE PUPIL

- Supervise pupils at lunchtime whether in the dining room, classroom or outside.
- Organise safe entry/exit of pupils into/out of the school hall as required.
- Ensure that children have access to appropriate activities to support their development and engage them over the lunch time period.
- Assist with providing meals/snacks where appropriate.
- Supervise pupils eating food brought from home, and ensure that all packed-lunch equipment is cleared away after use; any food left should be sent home for parents to see.
- Attend to minor accidents sustained during the midday break, and seek appropriate assistance if necessary, via a first aider.
- Welfare and supervision of pupils before or after the meal in the playground, hall, corridors and classrooms as directed by the Headteacher

### SUPPORT FOR THE TEACHER

- Cleaning and tidying areas, ensuring any health and safety risks are addressed e.g., slippery floors from spillages.
- Maintain adequate standards of table manners and eating habits.
- Model courteous and polite behaviour.
- Maintain discipline during the lunch break, following the school's behaviour policy and helping promote school values.
- Advise the Headteacher of any concerns e.g., regarding children, parents or the safety of equipment.
- Share any behaviour or medical issues with the class teacher /TA after the lunch session.
- Report any matters involving child protection immediately to the Headteacher

### PERSONAL AND PROFESSIONAL CONDUCT

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Demonstrate positive attitudes, values, and behaviours to develop and sustain effective relationships with the school community
- Respect individual differences and cultural diversity



# PERSON SPECIFICATION

**Academy: Bradshaw Primary School**

**Job Title: Midday Assistant**

You should be able to demonstrate that you meet the following criteria which are all essential:

E= Essential D=Desirable

Measured by:

A=Application Form

T=Test/Exercise

P=Presentation

I=Interview

R=Reference

You will be required to safeguard and promote the welfare of children and young people. Candidates failing to meet any of the essential criteria will automatically be excluded.

PRE-EMPLOYMENT CHECKS		
<b>E</b>	Positive recommendation from all referees, including current employer	R
<b>E</b>	DBS Clearance post appointment	N/A
QUALIFICATIONS & EXPERIENCE		
<b>D</b>	First Aid Qualification	A/I
<b>D</b>	Experience of working with children	A/I
<b>D</b>	Experience of working successfully in a team	A/I
PERSONAL QUALITIES & SKILLS		
<b>E</b>	Caring, enthusiasm, flexibility and willingness to respond to new challenges	A/I
<b>E</b>	To build and maintain effective relationships.	A/I
<b>E</b>	Excellent communication skills	A/I
<b>E</b>	Effective organisational skills	A/I
<b>E</b>	A positive attitude and willingness to contribute to whole school development	A/I
<b>E</b>	A desire for high expectations and standards for self and others	A/I



# THE SELECTION PROCESS

## HOW TO APPLY:

Thank you for taking time to read and digest our information. If you wish to apply for this post with Omega Multi-Academy Trust then you should:

- If you would like to discuss this role please email our office at [office@bradshawprimary.co.uk](mailto:office@bradshawprimary.co.uk) with your request.
- Download and complete the Omega Multi-Academy Trust application form.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees, one being your current employer (with name and email addresses if possible). The supporting statement should be clear, concise and related to the specific post. There must be no unexplained gaps in your career history.
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person specification, along with details of the unique contribution that you could make to the future success of Bradshaw Primary School. CVs cannot be accepted.
- Email completed application forms to [recruitment@omegamat.co.uk](mailto:recruitment@omegamat.co.uk) by the deadline below

PLEASE NOTE THE REQUIREMENT TO ATTACH YOUR APPLICATION FORM AS A SEPARATE DOCUMENT TO YOUR EQUAL OPPORTUNITIES FORM WHEN EMAILING YOUR APPLICATION TO US.

## TIMETABLE FOR THE SELECTION PROCESS

**Closing date for applications:** Friday 18<sup>th</sup> April 2025 (9am)

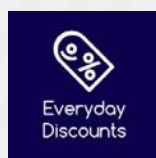
**Interview Date:** WC 21<sup>st</sup> April 2025

**Start date:** Immediate Start

# STAFF WELLBEING & BENEFITS

Omega Multi-Academy Trust is committed to attracting, developing and retaining top talent to achieve high performance across all school communities. Vital to pursuing this aim is the recognition of employees for exceptional performance, behaviour and achievements. Our offer encourages such recognition of individuals and teams through a range of formal and informal methods. We are committed to encouraging positive work environments that promote the physical and mental wellbeing of our staff. The capability, capacity and comfort of our colleagues is a priority for us.

Omega MAT Plus+ is an exclusive suite of benefits that is on offer to every colleague across the Trust. This is a gateway to a huge range of exciting benefits, including an Employee Assistance Programme. There is 24/7 health and wellbeing support available for everyone, as well as fabulous discounts against big brands and many high street stores.



Discounts against big brands and high street stores including supermarkets, holidays, leisure activities, cinemas and restaurants



An offer to purchase home technology and personal electronic devices by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes

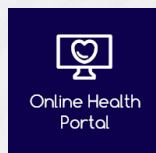


An offer to purchase a cost effective way to get new cycling equipment and bicycles by spreading the cost and also making savings on your Tax and National Insurance contributions via our salary sacrifice schemes.



Discounted corporate memberships access to 3700 gyms, health clubs and leisure centres across the UK

# STAFF WELLBEING & BENEFITS



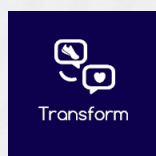
Access to the Health Assured Health Portal. Containing an online library of wellbeing information, including articles, videos, and self-help guides to provide support on a range of health and advisory issues to aid your physical and mental health.



Video or phone consultation with a GP at a time that suits you.



Legal, money advice and personal support and guidance.



Transform brings together a carefully created suite of wellbeing tools, including hundreds of workout classes, motivational messages, mental health support, healthy recipes, tools for a better night's sleep and stress management techniques.



Free on-site parking at all school locations.



# Bradshaw Primary School

**Bradshaw Primary School**

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