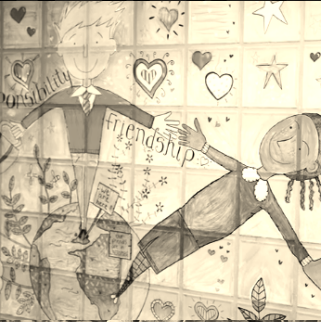




Bengeworth
Multi Academy Trust

Brilliant People • Better Schools • Bright Futures



NURSERY SUPPORT
PROFESSIONAL
(TEACHING ASSISTANT)
VACANCY
AT BENGEWORTH CE ACADEMY

Commencing January 2024
Or Sooner



INFORMATION FOR CANDIDATES

Bengeworth Multi Academy Trust

Kings Road, Evesham, Worcestershire, WR11 3EU

Telephone: 01386 442047

Email: office@bengeworth.worcs.sch.uk

Web Page: www.bengeworthacademy.co.uk

The Advertisement

1 x Nursery Support Professional

30 hours per week, including Night Owls

11am - 6pm - 5 days a week, term time only plus inset days

Scale TA2 pt 5-6 (£16,367 - £16,641)

Required to start January 2024 or sooner if possible

You are invited to join this highly successful Multi Academy Trust where we are committed to giving the best to both our pupils and our staff team. The current vacancy is within our brand new purpose built 60 place Nursery at Bengeworth CE Academy which is a 3-form entry forward-thinking school with happy children, a strong teaching and support team and excellent facilities. The right candidate will be based in the nursery from 11am - 3.30pm (including an hours lunch break), before supporting our youngest children at our Night Owls after school club, 3.30pm - 6.00pm, also located within the Burford Road building.

We are seeking to appoint a caring, kind Support Professional to support our Nursery children (aged 3-4) to achieve their potential through our creative and exciting curriculum. The right candidates should have:

- a good level of literacy and numeracy skills (GCSE English and Maths grade 4 or grade C and above)

- an appropriate Level 3 (e.g Diploma) or equivalent qualification

- knowledge of the new Early Years Foundation Stage Curriculum, Development Matters / Birth to 5 Matters

- experience of working within an Early Years setting with children age 3-5 years

- a clear understanding of the roles and responsibilities to supporting children's learning within the Early Years

- an ability to work both independently and effectively within a team

- a drive to enable all children to learn and flourish

- a commitment to support the school's ethos, Christian values and high expectations for all.

In return, we offer our support professionals:

- a collaborative, supportive and committed staff team

- excellent CPD opportunities to support career pathways and aspirations

- a strong commitment to staff wellbeing, including a midday meal with our delightful children.

Applicants should use the supporting statement on the application form to demonstrate how their skills match the Job Description and Person Specification, in addition to what they are able to bring to the role.

Bengeworth Multi Academy Trust is committed to safeguarding children and promoting the welfare of all children and young people and expects all staff to share this commitment. All successful candidates will be subject to a Disclosure and Barring Service (DBS) enhanced check.

We would encourage you to look at our website, www.bengeworthacademy.co.uk to find out more about our school and The Nursery at Bengeworth CE Academy. **To apply, please download and fully complete a MAT application form from the Vacancies section of our website, and return via email to vacancies@bengeworth.worcs.sch.uk before the closing date.**

Closing Date: 9am, Monday 4th December 2023

Interviews: Thursday 7th December 2023

ABOUT BENGEWORTH MULTI ACADEMY TRUST

Bengeworth Multi Academy Trust is a small MAT currently made up of two schools, Bengeworth CE Academy and Bretforton Village School. The current vacancies are at Bengeworth CE Academy.

Bengeworth CE Academy

Bengeworth CE Academy is a suburban Church of England 'First School' (R-Y5) academy. There are 510 pupils on roll arranged over a split site with Nursery, Reception and Year One educated at our Burford Road setting and Years Two to Five situated a quarter of a mile away at our state-of-the-art King's Road setting.



Bengeworth's Ofsted Report in 2011 said:

"Bengeworth is a fantastic school that continually strives for excellence. It promotes a rich and varied curriculum which my child enjoys immensely." This comment from a parent's questionnaire captures the exceptional nature of the school. Pupils' achievements are consistently higher than national averages; from below expected levels of attainment on entry to Reception, pupils make exceptionally rapid progress to achieve high outcomes by the end of Year 5.

Bengeworth CE Academy serves a close-knit community of families from a range of backgrounds across Evesham. The school consists of a 60 place Nursery and 6 classrooms at our Burford Road setting and an additional 12 classrooms at our King's Road setting, making a total of 18 classrooms in all. Both settings are well-equipped, resourced to a high standard and are set in attractive grounds.

As a church school, Bengeworth CE Academy has close links with St Peter's Church and believes that Christian values should underpin school life. The Christian values that have been agreed by all stakeholders are: Friendship, Perseverance, Respect, Trust, Forgiveness and Responsibility. It is also the school's belief that the theme of love runs through all of these values.

The school's vision is that every individual, child and adult, is encouraged to "Dream, Believe, Achieve." This is evident in all aspects of the school's work with a strong commitment to support pupil and staff wellbeing, as well as to enable every individual to achieve their full potential. The school's Leadership Team leads by example through their commitment to inspire, coach and mentor others.



RESPECT



PERSEVERANCE



FRIENDSHIP



RESPONSIBILITY



TRUST



FORGIVENESS

Bengeworth Multi Academy Trust Staff Team

The Trust leadership team is made up of the CEO, the Headteacher across both settings of Bengeworth Academy, a Head of School at the Bengeworth Burford Road setting and a Head of School at Bretforton Village School. In addition, there are two Deputy Headteachers, a Culture and Ethos Lead, SENCo and Year Group Leads at Bengeworth Academy, and a MAT Director of Inclusion whose work extends across the MAT and beyond.

At both settings, support professionals, catering, administration and site maintenance teams provide outstanding support for teaching staff to ensure that the additional needs of children can be met and rapid progress made. All staff are friendly, hardworking and committed.

About the Posts

We currently have one position available at our Bengeworth CE Academy site; Nursery Support Professional (teaching assistant). We are looking for a support professional who shares our aspirational expectations of children.

We are looking for a support professional to join our team who has:

- a good level of literacy and numeracy skills (GCSE Grade 4 or Grades C or above)
- an appropriate Level 3 qualification (ie Diploma) or equivalent
- a clear understanding of the roles and responsibilities to supporting children's learning within the Early Years
- an ability to work both independently and effectively within a team
- the personal qualities of enthusiasm, flexibility, creativity, passion and commitment
- a drive to enable all children to learn and flourish
- a commitment to support the school's ethos, Christian values and high expectations for all.
(Please see the person spec and job description for further details)

In return we offer:

- a collaborative, supportive and committed staff team
- a modern, well-resourced and attractive school setting which supports children's learning in and out of the classroom
- excellent CPD opportunities to support career pathways and aspirations; through the school's appraisal process, support professionals are encouraged to identify their skills and interests and to pursue professional interests, expertise and qualifications
- a strong commitment to staff wellbeing, including a midday meal with our delightful children cooked by our wonderful school kitchen

A Message from the Chair of Governors

Thank you for the interest you have shown in the above vacancy that has arisen within our Multi Academy Trust. I hope that, after reading this information pack, you will feel able to visit our school and apply for a post. Our website is worth a visit as it gives a good flavour of our school.

This is an exciting time for Bengeworth Multi Academy Trust as we are looking forward to welcoming new support professionals into the Trust to join our strong, friendly and dedicated staff and enthusiastic, confident children.

I look forward to receiving your application.

Yours sincerely

Andy Martyr-Icke

Chair of Governors

What to do next

We would encourage you to view our website to get a flavour of the Trust –
www.bengeworthacademy.co.uk

Send a completed application form complete with a letter of application to the school via email to vacancies@bengeworth.worcs.sch.uk or by post.

Closing Date: 9am Monday 4th December 2023



JOB DESCRIPTION

Nursery Support Professional (Equivalent to TA GRADE 2)

Conditions of Service:	30 hours per week (11am - 6pm - 5 days a week) Term time only plus inset days
Grade:	TA2 - Point Range 5-6

Job Purpose:

To support the classroom teacher with their responsibility for the development and education of children, including those with special physical, emotional and educational needs, by utilising detailed knowledge and specialist skills.

General Duties:

- ☐ To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training
- ☐ To work within and encourage the school's Equal Opportunity policy and contribute to diversity policies and programmes in relation to discriminatory behaviour.
- ☐ To promote the safeguarding and welfare of children
- ☐ To carry out the duties and responsibilities of the post, in accordance with the school's Health and Safety Policy and relevant Health and Safety Guidance and Legislation
- ☐ To use information technology systems as required to carry out the duties of the post in the most efficient and effective manner
- ☐ To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job

Outline Responsibilities And Tasks

Under the direction of and within an education plan provided by the classroom teacher:

Support For Pupils

- ☐ Nurture the whole child
- ☐ Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning
- ☐ Establish productive working relationships with pupils, acting as a role model and setting high expectations
- ☐ Promote the inclusion and acceptance of all pupils within the classroom
- ☐ Encourage pupils to interact and work cooperatively with others and engage all students in activities
- ☐ Promote independence and employ strategies to recognise and reward achievement of self-reliance
- ☐ Provide feedback to students in relation to progress and achievement
- ☐ Develop and implement IPPs
- ☐ Support pupils consistently, whilst recognising and responding to their individual needs
- ☐ Use specialist skills to foster the intellectual and social development of children
- ☐ Support pupils with medical needs or personal care where appropriate or required.

Support For Teacher

- ☐ Organise and manage appropriate learning environments and resources
- ☐ Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence
- ☐ Record progress and achievement in activities systematically and providing evidence of range and level of progress and attainment
- ☐ Work within an established behaviour policy to anticipate and manage behaviour constructively, promoting self-control and independence
- ☐ Support the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc.
- ☐ Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against predetermined learning objectives
- ☐ Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate
- ☐ Contribute to the formulation of Individual Provision Plans including attendance at SEN reviews and other meetings relevant to pupils needs
- ☐ Administer and assess/mark tests
- ☐ Attend planning meetings and under the overall direction and guidance of the teacher, contribute to the short, medium and long term planning and preparation of lessons.
- ☐ Preparation and delivery of lessons, under the direction of the teacher, including covering for teacher absence and delivery specific interventions to pupils
- ☐ Help pupils make progress in a range of classroom settings including working with individuals, small groups and whole classes where the assigned teacher is not present.
- ☐ Assist teacher in the delivery of educational and developmental work programmes
- ☐ To assist with the support of group activities within and away from the classroom, i.e. P.E., Forest School, educational visits.
- ☐ Assist the teacher in liaising with parents and professionals
- ☐ Support teachers in selecting and preparing teaching resources that meet the pupils' needs and interests. Liaise with the class teacher to devise complementary learning activities.
- ☐ Provide short period cover for the class teacher when required

Support For The Classroom

- ☐ Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs
- ☐ Deliver interventions and make effective use of opportunities provided by other learning activities to support the development of students' skills
- ☐ Use ICT effectively to support learning activities and develop students' competence and independence in its use
- ☐ Advise on appropriate deployment and use of specialist aid/resources/equipment
- ☐ Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds
- ☐ Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post, subject to the proviso that any significant, substantial or permanent changes shall be incorporated into the job description in specific terms.

Support For The Academy

- ☐ Adhering to and maintaining school routine and codes of conduct
- ☐ Supporting the ethos of the school
- ☐ Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person
- ☐ Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- ☐ Contribute to the overall ethos/work/aims of the Academy
- ☐ Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
- ☐ Attend and participate in regular in and after school meetings
- ☐ Participate in training and other learning activities as required
- ☐ Contribute to the identification and execution of appropriate out of Academy learning activities which consolidate and extend work carried out in class.
- ☐ Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others
- ☐ Take the initiative as appropriate to develop multi-agency approaches to supporting pupils

Contacts:

In all contacts the postholder will be required to present a good image of the school as well as maintaining constructive relationships.

Notes:

- This post is subject to an enhanced criminal record check (DBS)
- The Headteacher reserves the right to alter the content of this job description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equalities Act.
- The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy.

Job Description – Nursery Support Professional

	Essential	Desirable
Qualifications Evidence of:	Level 3 qualification or equivalent e.g Diploma GCSE Maths and English (Grade 4 or Grade C and above)	Current Pediatric First Aid qualification
Experience Demonstrate experience of:	Training with relevant Early Years, or evidence of experience working within Early Years Minimum 2 years if qualification is pre 2014	Experience of supporting pupils with a variety of needs
Knowledge and understanding Show an understanding of:	Knowledge of the new Early Years Foundation Stage Curriculum, Development Matters / Birth to 5 Matters Managing the behaviour of individuals and groups of children. Approaches to teaching and learning and how to adapt learning opportunities to meet the needs of all pupils, including those with additional needs and barriers to learning.	Child development and social interaction The value of constructive play opportunities, including in the moment planning.
Skills Demonstrate the ability to:	Work as part of a group and individually; Inspire trust and confidence in children; Encourage high standards of pupil behaviour at all times; Liaise with colleagues and other staff in a professional manner; observe the boundaries of the role and respect confidential information; Remain calm under pressure; Understand basic health and safety requirements, including the importance of maintaining a safe indoor and outdoor environment; Show an understanding of child protection and recognise behaviour which may indicate a child protection or safeguarding concern.	
Personal Characteristics As a professional, show that you are:	Enthusiastic Calm under pressure Empathetic Well- organised Reliable Able to communicate with staff and children Creative Resourceful Adaptable	

Bengeworth

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www.bengeworthtrust.co.uk

Company Registration Number: 08943457

UID: 16942

UKPRN: 10060770



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