



Doverly Academy

Pre – School Assistant

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Start date:	As soon as possible or 11th November 2024
Contract Type:	Permanent Part-time 27.50 hours a week (8.30am – 3.00pm, 30 minutes lunch break, Monday-Friday) Term Time only, plus 1 inset day
Location:	Leighton Buzzard, Bedfordshire, LU7 3AG. 20 minutes outside Milton Keynes, 20 minutes from Aylesbury, 15 minutes from Edlesborough, 20 minutes from Dunstable
Salary:	Actual £15,138 FTE £21829.73

Doverly Academy has been part of the Knowledge Schools Trust for a year and is on a positive journey of successful school development. We are lucky enough to have a strong and supportive community and an enthusiastic parents' association. We are committed to developing pupils who are inquisitive, inclusive and inspired by their learning journey through our woodland school setting.

Our vision for all our pupils embodies our school values as we strive to involve the school community in ensuring that all our pupils leave Doverly Academy as individuals who can make a positive difference to the world.

We are currently looking for an experienced Early Years Practitioner to join us, who is creative, enthusiastic and self-motivated to develop and nurture every child.



Doverly Academy is a friendly, caring and lively community where children are enthusiastic learners, well-motivated and encouraged to think for themselves. We have an amazing and dedicated school team, with highly engaged parents and a fully supportive Governing Body. We are looking for someone who shares our passion and love of learning to join our team.

The successful candidate will:

- Believe that every child can, and will, succeed
- Be organised, flexible, collaborative and resilient, and prepared to tackle all challenges that arise as we establish our schools
- Have the highest ambitions for our pupils, the school and yourself
- Have a calm and professional manner with our pupils
- Be prepared to lead and support small groups of pupils independently
- Deliver and assist with planning external interventions
- Have excellent Numeracy and ICT skills and demonstrate an exemplary standard of written and spoken English
- Have a commitment to professional development and further training

What we can offer you:

- A high level of support and commitment from our friendly and hardworking leadership team
- A unique opportunity to be a founding member of staff and help build our school within KST
- A happy and highly professional working environment, with high expectations and standards
- A network of outstanding practitioners to collaborate with and learn from, and a supportive Head and governing body
- A team that is committed to the children and their development
- Children who are eager to learn in our creative and challenging atmosphere
- A forward-thinking MAT who support schools both within the trust as well as schools externally through our curriculum work and as a DfE appointed English Hub
- Continuing professional development (CPD) opportunities. Our Assistants will be expected to attend and actively participate in staff training each week and on INSET days.



Rewards & Benefits

People are at the heart of our success. We look for talented individuals who share our vision for creating an exceptional school and are committed to ensuring that every child has access to the best possible education. We have developed a positive and supportive staff culture at Doverly Academy, and we invest in our staff with support, coaching and mentoring as well as external training programmes.

The closing date for applications is **8am on Tuesday 8th October 2024** although candidates are encouraged to apply as soon as possible.

Interviews: Thursday 10th October 2024, however, we reserve the right to interview before this date and would urge potential applicants to apply as soon as possible.

Please apply by completing application form and returning this with a covering letter to Mrs Sarah Cavender at doverlyoffice@doveracademy.org. Please note that CVs alone will not be accepted.

The Knowledge Schools Trust is an equal opportunities employer. The Trust is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) to assess their suitability to work with children.

Doverly Academy and the Knowledge Schools Trust are fully committed to the principles of equal opportunity, diversity, and inclusion. We want to attract and retain the very best staff in all areas of the Trust, ensuring our staff body reflects the diversity of our students and local community.