



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

School Name:	Lanivet Primary School
Job Title:	SEN Teaching Assistant

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Equality and Diversity Monitoring Form	www.tpacademytrust.org/web/application_pack/604811

Lanivet Primary School

Job Title:	SEN Teaching Assistant and Lunchtime Assistant
Pay Point / Pay Range:	Teaching Assistant Band 2 Point 4 & Lunchtime Assistant Point 1
Full Time Equivalent Annual Salary:	£22,361.00 TA and £22,177.00 Lunchtime Assistant
Actual Annual Salary for this Role: Must be calculated please so that candidates can assess future income. If you are not sure about this calculation, please seek advice from HR & Payroll	£5824.89 per annum for 11.5hrs per wk and 43.699 weeks per year for TA Role £502.34 per annum for 1hr per wk and 43.699 weeks per year for Lunchtime Assistant Role
Contract Type:	Permanent Variable Hours
Hours Per Week / Weeks Per Year	Hours – 12.5hrs per week (11.5hrs TA and 1hr Lunchtime Supervisor) Working Weeks – 38 working weeks Paid Weeks – 43.699 paid weeks
Closing Date:	Midnight on Friday 11 th October 2024
Proposed Shortlisting Date:	Monday 14 th October 2024
Proposed Interview Date:	Afternoon of Thursday 17 th October 2024

We are seeking to appoint an enthusiastic SEN Teaching Assistant. We would like the successful candidate to start as soon as possible. We are looking for an inspiring, positive, highly motivated TA to join our team of enthusiastic and dedicated professionals. This is an ideal opportunity for the right person, who can buy into a shared vision with drive and commitment, to professionally develop in our friendly school.

The right candidate will ideally have Epilepsy training.

We are searching for successful candidates who are:

- Reflective practitioners and a strong role model who have high expectations for themselves and our pupils.
- Effective in forming positive relationships with pupils, staff, and parents.
- Able to demonstrate the ability to work proactively as part of a team with a 'can do' positive attitude to meet the needs of every child.
- Resilient with high levels of emotional intelligence.

In return we offer:

- A supportive and driven leadership team with a clear vision and a passion for excellence
- A dedicated and supportive Trust and Local Governing Body
- A real adventure in a school where you will feel supported and valued

Lanivet School is a wonderful place to learn, both in school and visiting the local woods, moorland, and beaches nearby. Our children have positive attitudes to their learning, enjoy all aspects of sports and outdoor learning, taking part in community events and are very proud of their school.

At Lanivet School we value the well-being of the children in our care above all else. We aim to create a happy, safe, caring environment in which every child can succeed and do their best. The staff at Lanivet are highly skilled, dedicated, and passionate about getting the very best from our children.

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

We are committed to safeguarding children and the successful applicant will be required to undertake an enhanced Disclosure and Barring Service (DBS) check and will be assessed against the Childcare Disqualification Regulations.

To find out more about [insert school name], please visit:	www.lanivet.cornwall.sch.uk
To discuss this position please contact the Headteacher:	Email – tgray@lanivet.tpacademytrust.org Telephone – 01208 831417
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	finance@lanivet.tpacademytrust.org

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants	
School Address:	Lanivet Primary School, Honeys Hill, Lanivet, Bodmin, PL30 5HE
School Telephone Number:	01208 831417
School Email Address:	finance@lanivet.tpacademytrust.org
Name of Headteacher:	Mr Tim Gray
Website Address:	www.lanivet.cornwall.sch.uk



Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

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General Background

Lanivet School is located in the small village of Lanivet, in the heart of Cornwall four miles from Bodmin, near the A30 and A38.

The school caters for children between the ages of 4 - 11. Currently we have 148 pupils on roll and offer a rich & diverse curriculum, as well as a full programme of before & after-school activities. We have an inclusive ethos and embrace diversity. In 2018 we joined the Truro and Penwith Academy Trust and enjoy working collaboratively with our hub schools as well as having excellent links with the local Pre-School, Lanivet-Under-Fives.

Class Organisation

The school currently has 148 children on roll in seven classes.

EYFS Mrs Bowden, Y1 Miss Howard/Miss Williams, Y2 Miss Haworth, Y3 Mr Heard/Mrs Drake, Y4 Mrs Liddicoat/Mrs Drake, Y5 Mrs Doherty – also our Assistant Headteacher and Y6 Miss Coates.

Staff Organisation

The school has a Headteacher, six full-time teachers and two part-time teachers. In addition, we have a team of highly skilled and dedicated support staff who are a key part of our teaching and learning team.

We are strongly committed to staff development and learning.

“Lanivet School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment”.

Our Curriculum

Our intention is for every child to have access to a broad, exciting and relevant curriculum in order to be motivated to learn and gain an understanding about **a healthy body, healthy mind and healthy planet**. All pupils develop independence, confidence, are ambitious, well-mannered, kind, tolerant and **have high expectations** for themselves and others. The development of **reading** has been placed at the heart of our curriculum, whilst cross curricular work, trips and visitors allow pupils to gain knowledge of their own culture, locality and community in rural Lanivet, Cornwall in relation to the wider world.

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Heather Macdonald
Contact Email Address:	finance@lanivet.tpacademytrust.org
Contact Telephone Number:	01208 831417

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:	Midnight Friday 11 th October 2024
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	Afternoon of Thursday 17 th October 2024
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.