

## **Our Mission Statement:**

“CREATE, DISCOVER, SUCCEED TOGETHER”

We have children at the heart of everything we do. At Charter School, everyone values working together to become imaginative and creative learners through inclusion, respect and kindness. We are curious in our discovery of the world and challenge each other to succeed.

## **Charter School Values:**

At Charter we value

- Your child
- Respect
- Inclusion
- Aspiration
- Kindness
- Enjoyment
- Success
- The School and Locality
- Opinion and beliefs

In our most recent Ofsted inspection (December 2018) Charter is recognised as a good school.

The school was opened in 1994 and is a modern, light and spacious building with fantastic outdoor space including a large field and an all-weather pitch. A purpose built, specialist resource base for children with social communication difficulties, is integral to the school. An independent pre-school operates on the school premises.

We are an active outdoor learning school and previously achieved a Challenge Partners ‘Area of Excellence’ for our Learning in the Natural Environment (LiNE) and we have a qualified Forest School Teacher. We implemented the Outdoor Play and Learning programme (OPAL) in January 2022 achieving an OPaL Gold status in November 2023. We have an established nurture room which, while based on nurture room principles, is unique to Charter.

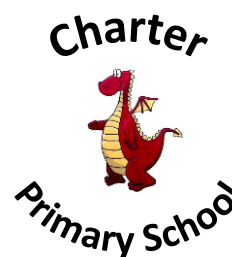
The school has an active and very supportive parent association (CSFA) who contribute socially and financially to whole school activities and developments.

## **Resource Base**

This was opened in September 2001 and now has eighteen permanent places, but it is currently supporting additional children. There are 3 teachers, 10 teaching assistants and 2 Lunchtime Supervisory Assistants linked to the resource base. There is a positive exchange of expertise between the teaching staff of the resource base and our mainstream teachers and teaching assistants.

Children who attend the Centre follow an adapted National Curriculum, which takes into account their particular needs, as does their inclusion within mainstream activities. Whilst the Centre provides the basis of the children's schooling, the children are also active members of the whole school community. They take part in many mainstream activities and inclusion is a personalised programme for each individual, which is under constant monitoring and review. Children from mainstream also participate in reverse integration programmes and help the centre children to develop social and play skills during break-times.

**Charter Primary School**  
**Teaching Assistant – SEN Support**



**The Post**

We wish to recruit a positive, engaging and enthusiastic Teaching Assistant needed to support the learning of our pupils with SEN. This may include working within our Resource Base for children with social, communication and interaction difficulties as well as supporting children within the mainstream school across year groups Reception to Year 6. The successful candidate will be a team player who can build supportive relationships with colleagues, pupils and parents and will contribute fully to the life of the school.

This is a permanent post for 30 hours per week, term time only (38 weeks per year) to start 2<sup>nd</sup> September 2024. Hours of work will be Monday to Friday 8.45am to 3.15pm, including 1 hour per day OPaL lunchtime supervision, with a half hour break each day.

Some experience of supporting children with special needs is desirable, but we are also seeking a genuine interest in working with children with special needs and a desire to develop an understanding of SEN provision. The post is a wonderful opportunity for a motivated and enthusiastic adult, who has empathy with children with individual special needs, to develop their knowledge and skill in supporting them. Knowledge of Makaton, PECs and other communication strategies would be useful and the successful candidate will be prepared to provide intimate care when necessary.

**Requirements of the Post**

The Governors are looking for someone who:

- fits the criteria on the attached person specification
- can provide flexibility in the role
- will build positive and trusting relationships with the pupils in their care
- has good communication skills and will build supportive relationships with colleagues and parents

**Salary**

The salary for the TA post will be on Wiltshire Pay Grade D to E, spinal point range 4-8, (£23,114 - £24,702 FTE) pro rata depending upon experience. The post is subject to medical and safeguarding checks.

**Safeguarding**

Charter school is committed to the safeguarding and welfare of the children in its care. All members of staff share this aim by identifying children giving concern and taking prompt and appropriate action. To achieve this, we:

- Promote safe practice and challenge unsafe practice
- Prevent unsuitable people working at the school
- Contribute to effective partnership working between all those involved with providing services for children

The post is subject to medical and safeguarding checks and will only be confirmed on the receipt of references and satisfactory health and DBS checks. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children. Shortlisted candidates will be asked to complete a Criminal Self Declaration form and the school will carry out an online search as part of our safer recruitment process.

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974, as the work brings employees into contact with children, who are regarded by the Act as a vulnerable group.

However, amendments to the Exception Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at: <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

The 'Exceptions Order' is indicated in the job advert for the role by us stating that a Disclosure and Barring Service (DBS) criminal record check will be required. In this circumstance you are required to list all of your cautions and convictions, including those that are spent, unless for the purposes of the job they are considered to be 'protected'.

You should be aware that as well as being able to ask you to disclose your cautions and convictions, we will be able to request the same information from DBS.

### **What now?**

We hope this has given you a brief taste of our school, please refer to our website for more information. We welcome visits to our lovely school and invite you to come to see the school in action. Please telephone us on 01249 447223 or email [sbm@charter.wilts.sch.uk](mailto:sbm@charter.wilts.sch.uk) to make an appointment.

The closing date for application is **Friday 16<sup>th</sup> August 2024 at 9.00am**. We will not be able to accept late applications. Interviews to be held week commencing Monday 19<sup>th</sup> August 2024.

Please ensure that the application form is completed in full, with your letter of application being no longer than two typed sides of A4 paper. Completed forms should be emailed to [sbm@charter.wilts.sch.uk](mailto:sbm@charter.wilts.sch.uk) or be sent to:

Charter Primary School, Wood Lane, Chippenham, SN15 3EA

We regret that it is not possible to acknowledge receipt of all application forms, nor to write to unsuccessful candidates. If you have not received a letter from us within four weeks from the closing date, please assume that your application has been unsuccessful on this occasion. The Governors hope that all applicants will fully understand the reason for this policy.