



## Teaching Assistant at Kehelland School Vacancy Information Pack

<b>School Name:</b>	Kehelland Village School
<b>Job Title:</b>	SEN Teaching Assistant

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## Kehelland Village School

<b>Job Title:</b>	SEN Teaching Assistant (mostly 1-1 in the EYFS)
<b>Pay Point / Pay Range:</b>	TPAT Point 4
<b>Full Time Equivalent Annual Salary:</b>	£20,436
<b>Actual Annual Salary for this Role:</b>	£ 16,670.48
<b>Contract Type:</b>	Permanent (subject to a probationary period)
<b>Hours Per Week / Weeks Per Year</b>	Hours – 36.5 hours per week (8am until 5pm Tuesday-Thursday, 8am until 3.15 Monday and Friday) Working Weeks – 38 working weeks Paid Weeks – 43.699 paid weeks
<b>Closing Date:</b>	Monday 2 <sup>nd</sup> October at 12 noon
<b>Proposed Shortlisting Date:</b>	Tuesday 3 <sup>rd</sup> October
<b>Proposed Interview Date:</b>	Friday 6 <sup>th</sup> October
<b>Proposed start date:</b>	As soon as possible – flexible!



**Kehelland  
Village  
School**

Kehelland, Camborne, TR14 0DA

Phone: 01209 643143

Email: [kehelland@tpacademytrust.org](mailto:kehelland@tpacademytrust.org)

Head Teacher: Mrs Ellie Watkins

### SEN Teaching Assistant Post

Kehelland Village School are looking for a dedicated, enthusiastic individual to join our team, supporting our children with their needs.

This post is to work with our SENCO and nurture lead, as well as class Teachers to care for and extend the learning of a wonderful little boy in the EYFS class. His needs are ASD centred and he particularly loves nursery rhyme, song and playing with toys that have a sea theme. Sea creatures are very important to him! He loves water play and small parts that he can order and sing to. He needs someone who can share his joy and extend his play and learning. You will be working with a small team who support and look after each other as well as the children.

We can offer a fantastic whole school team to work with, who work hard with enthusiasm and joy to deliver the very best outcomes for children. We have a collaborative and fulfilling workplace, where we look after each other and thoroughly enjoy what we do. No two days are the same and we actively encourage applications from individuals with a deep seated desire to care for others.

If you like the sound of this post but feel underqualified, then please give us a ring to discuss the post. We are happy to take on people with little experience but the desire to learn and grow into the role.

We have a wonderful school that we and the children are proud of. We have caring, respectful and happy children who are a pleasure to work with. An outstanding sense of humour and love of children are essential!

At Kehelland we value each other as individuals and our children as individuals. Our core values run through all we do: We are Safe

We are Loved

We are Joyful

We Succeed

We are Making Memories

If you identify with the above then we would love to consider you for the post. Please do not hesitate to ring the school and speak with the Headteacher, Mrs Ellie Watkins, if you have any further questions.



To find out more please visit:	kehellandschool.co.uk
To discuss this position please contact the Headteacher:	Mrs Ellie Watkins head@kehelland.tpacademytrust.org 01209643143
Application packs can be downloaded from:	<a href="http://www.tpacademytrust.org/web/application_pack/604811">www.tpacademytrust.org/web/application_pack/604811</a>
Please email your completed application form and equality & diversity monitoring form by the closing date to:	Miss Emma Young, School Secretary kehelland@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:

Kehelland Village Primary School  
Kehelland  
Camborne  
Cornwall  
TR14 0DA

<b>School Telephone Number:</b>	01209 643143
<b>School Email Address:</b>	kehelland@tpacademytrust.org
<b>Name of Headteacher:</b>	Mrs Ellie Watkins
<b>Website Address:</b>	Kehellandschool.co.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.

We work hard in our small family school to cultivate the highest standard of teaching and learning. We pride ourselves on nurturing individual character alongside the delivery of a broad, exciting, subject based curriculum. We are a warm hearted, joyful school where individuals are valued and learning is blooming.

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 or if you would like to talk to someone about the vacancy.

## General Background

Kehelland Village School is located between the coastal village of Gwithian and the town of Camborne. We cater for children between the ages of 4 and 11, and currently have 82 children on roll. We are a small and dedicated team with excellent, strong links to our local community.

Our motto is part of our DNA. Children and staff operate with this in mind always. We have a shared understanding that children and their experience are of the highest importance:

We are Safe

We are Loved

We are Joyful

We Succeed

We are Making Memories

Our ethos is to nurture every child and member of our community to ensure that individuals and individual skills and qualities are developed to be successful. To ensure that children are equipped for a life in a constantly changing world, to be able to make positive contributions to society and have confidence and self-belief.

## Class Organisation

Our school has three classes, named after lighthouses.

Longships - EYFS, Y1 and Y2.

Trevose – Y3 and Y4.

Tater Du – Y5 and Y6.

Children work well in their mixed groups and also belong to “house “groups that we call Godrevy groups. They spend time weekly in these groups and we believe this cross-age group working is important for personal development.

## Staff Organisation

Each class has a class teacher full time or on a job share basis and at least one class TA in the morning. Longships has two dedicated TA’s that work in the class all day as the EYFS has a unique approach to teaching and learning. KS2 Classes share TA’s in the afternoons to ensure intervention and targeted support can be delivered to children as they need it – academically and in terms of wellbeing.

The Headteacher is Mrs Ellie Watkins, she also has the SENDCO, Mental Health Practitioner, Safeguarding Lead and Designated Teacher Roles.

Mrs Marion Davies is the Assistant Headteacher, Leads EYFS, Phonics, RE and French and is the Deputy Designated Safeguarding Lead.

Our school secretary is Miss Emma Young.

All of our teaching staff lead curriculum areas as we are such a small and dedicated team. We wear many “hats” to ensure our children have the best experience at school, and we enjoy pitching in with whatever needs doing.

## Our Curriculum

Our curriculum is subject based and planned along a rolling programme to ensure coverage and progression. The subjects are mapped out and led by teachers, who are very experienced and know their subjects very well. We use the virtues project to teach and guide the children in

developing skills and characteristics for life. We ensure our children have a wide range of opportunities to explore their own skills and talents. Children have yearly opportunities to learn about their local area and have a sound understanding of what it means to be a part of a local community and yet have responsibilities to uphold globally, as citizens in a world that is ever changing.

## 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:	Miss Emma Young
Contact Email Address:	kehelland@tpacademytrust.org
Contact Telephone Number:	01209 643143

Please note that CVs will not be accepted.

Application packs can be downloaded from: [www.tpacademytrust.org/web/application\\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811)

Closing Date:	Monday 2 <sup>nd</sup> October 2023 at 12 noon
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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):

Friday 6<sup>th</sup> October 2023

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.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.