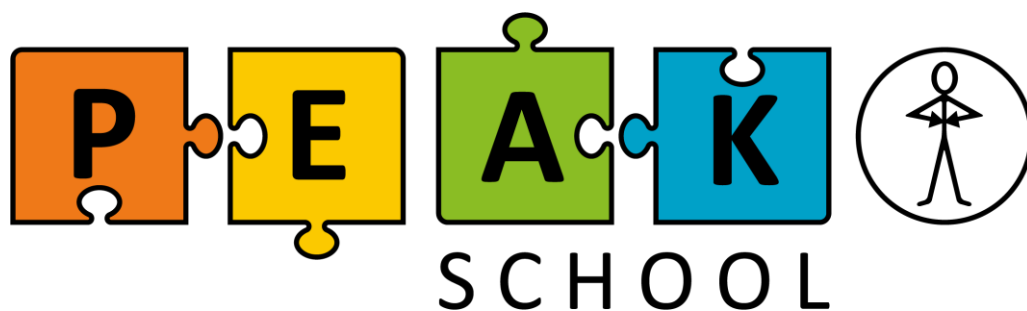




SENIOR INTERVENTION ASSISTANT (Teaching Assistant)

GRADE: 08 (Points 12-15)

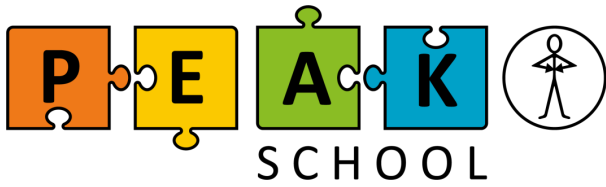
ACTUAL SALARY: £21,999 - £24,175

Contract: 37 hours per week, 39 weeks per year

Start Date: ASAP

CANDIDATE INFORMATION PACK





What is included within this pack?

Within this pack you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- Welcome from The Headteacher
- About the School
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). The Senior Intervention Assistant position presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very important time.

Peak School is a nursery to 19, special school academy in the north west corner of Derbyshire. We cater for children and young adults with a whole range of needs, particularly those with profound and multiple learning difficulties (PMLD), communication difficulties, and those with challenging behaviour linked to their associated learning difficulties.

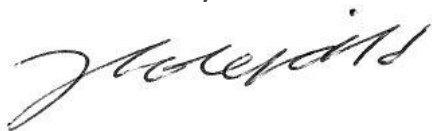
We are eager to appoint positive, flexible staff who will support class lessons, engaging and motivating pupils and improve the quality of our pupils learning.

If you think you have got what we are looking for, we look forward to receiving your application for consideration.

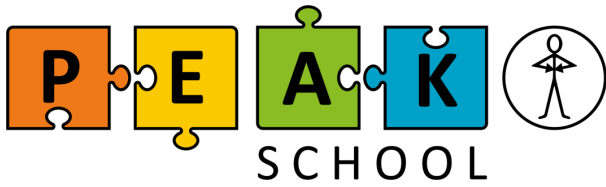
For further information, please contact Mel Smith, School Business Manager on 01663 750324, via email to msmith@peak.derbyshire.sch.uk or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

I wish you well in your application.

Yours faithfully



Julian Scholefield
Chief Executive Officer



About Esteem Multi-Academy Trust

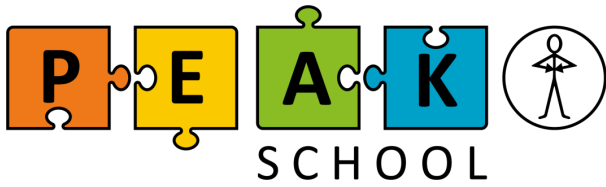
Esteem Multi-Academy Trust currently comprises of twelve academies throughout Derbyshire, Derby City, and east Staffordshire. Formed by a group of like-minded school leaders in August 2018, the MAT is currently responsible for the education and care of approximately 1,200 students and employs around 850 staff. The total revenue budget for the MAT is approximately £23 million and plans are in place to expand further.

Esteem Multi-Academy Trust includes 7 special schools, 4 alternative provision academies and a mainstream infant and nursery school with an enhanced resource provision educating young people with autism and learning disabilities. We wish to grow further to fulfil our vision to become a centre of excellence for special educational needs and disabilities (SEND) in the midlands. We have a well-defined set of values and a clear vision for the MAT to become a regional hub for expertise in SEND and inclusion. We share a collaborative ethos, believing that we can achieve more for our pupils as a collective group of schools than we could separately. Our academies focus on the holistic needs of the young person, due to students' vulnerabilities. So, 'joined-up thinking', between our academies and different agencies, is essential to deliver the right support for our students.

The main aims of Esteem MAT are to:

- Provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world;
- Deliver high standards and value for money from our support services, resources, estate and technology; and
- Invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice.

As a group of academies working together, we can share and deliver better practice. We will be able to commission health, care and therapy services in a fully 'joined-up' way.



Welcome from the Headteacher

Dear applicant,

Thank you for your interest in the post of Intervention Assistant at Peak School. I am very pleased that you are considering applying to work in a successful, fun, and innovative school. We are extremely proud of Peak, and it gives us great pleasure to inform you about life at our school. Peak is all about creating a happy and secure learning environment for the children that attend.

Every single member of staff at Peak School brings something special to our school and it is our dedicated team that makes our school so unique, along with the children who attend our school. We pride ourselves very much in working closely with parents to create a happy and successful partnership to enable your child to achieve the very best that they can.

As well as making a positive contribution to the lives of our students, we can offer you:

- a supportive, collaborative, and friendly staff environment in a setting where you will have the chance to make a real and positive impact on the lives of Peak school students.
- professional and continuous training programmes and a supportive career progression.
- generous pension schemes (Teachers'/ LGPS Pension Scheme)
- Free, on-site car parking
- School social events
- A commitment to staff well-being.

We welcome applications from candidates who, having read the application pack, feel they have the necessary skills and experience to fulfil the role. The closing date for applications is 23:59 on 30 November 2023. Interviews for this post are to be confirmed.

I wish you well in your application.

Yours faithfully,

Sam Bayliss
Interim Executive Headteacher, Peak School

About Peak School

We are a nursery to 19 Special School Academy in the northwest corner of Derbyshire. We cater for children and young adults with a whole range of needs, particularly those with profound and multiple learning difficulties (PMLD), communication difficulties, and those with extremely challenging behaviour linked to their associated learning difficulties. We have a high staff to pupil ratio due to the specific needs of our pupils and also have on-site nurse, physiotherapist and speech and language therapists to provide specialist services.

Most pupils at Peak work outside the National Curriculum and we are proud to offer an individualised curriculum which is built around our four key areas:

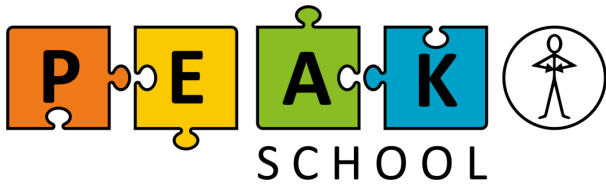
- Physical and Movement
- Emotional and Expressive Arts
- Accessing the World and Communication
- Knowledge and Know-how

We are located in a beautiful, rural environment in the village of Chinley, where we make full use of the local amenities and make a point of filling our curriculum with outdoor activities.

We also have a number of specialist on-site facilities and services:

- Hydrotherapy Pool
- Sensory rooms and Sensory Garden
- Fully equipped kitchen / catering learning environment for our post-16 pupils
- On site nurse, visiting Physiotherapist and Speech and Language therapist.
- Our location in north west Derbyshire, on the edge of the Peak District, means we are also accessible for pupils who may live in Cheshire, Stockport, Tameside (Greater Manchester) and also Sheffield.

Further information about our academy can be found on the website at www.peak.derbyshire.sch.uk



The advertisement

Job Title: Senior Intervention Assistant

Location: Peak School, Buxton Road, Chinley, High Peak, Derbyshire, SK23 6ES

Grade/Scale: Grade 08 (Points 12-15) Actual Salary £21,999 - £24,175

Start date: ASAP

Contract: 37 hours per week, 39 weeks per year (Term Time Only)

We are a small, nursery to 19, special school academy located in a rural environment in the village of Chinley in the northwest corner of Derbyshire. We cater for children and young adults with a whole range of needs, particularly those with profound and multiple learning difficulties (PMLD), communication difficulties, and those with extremely challenging behaviour linked to their associated learning difficulties.

We are seeking a positive, flexible and caring individual who is willing to contribute fully to the life of the school and who are committed to safeguarding and promoting the welfare of children and young people.

Reporting directly to the Senior Leadership Team, the ideal candidate will have a Care/Teaching Assistant related qualification/NVQ level 3 or equivalent along with experience of supporting pupils with a variety SEN, including physical needs, behaviour and /or learning difficulties.

Benefits include: LGPS Pension Scheme, Westfield Health cover and free parking.

For further information, please contact Mel Smith, School Business Manager, Peak School, on 01663 750324, via email to msmith@peakschool.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 30 November 2023 (23:59)

Interview date: TBC

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Job description and person specification

Job Description: Senior Intervention Assistant

Esteem Multi-Academy Trust

Post Title:	Senior Intervention Assistant
Location:	Peak School, Buxton Road, Chinley, Derbyshire, SK23 6ES
Purpose:	To work under the guidance of teaching/senior staff and within an agreed system of supervision, to implement agreed work programmes with individuals/groups, in or out of the classroom, including assisting with the general care, mobility and personal hygiene needs of pupils. This could include those requiring detailed and specialist knowledge in particular areas and will involve assisting the teacher in the whole planning and recording cycle, and the management/preparation of resources. The SIA may take responsibility for planning for a few regular groups/sessions, agreed between the SIA and teacher, and authorised by the head teacher. SIAs may also supervise whole classes occasionally during the short-term absence of teachers, managing behaviour and assisting pupils to undertake set activities. The SIA will line manage and conduct appraisals of Intervention Assistants and Midday Learning Support in their class. The primary focus will be to ensure continued high quality learning and pupil achievement.
Reporting to:	Headteacher
Responsible for:	Line management of Grade 7 Intervention Assistants and Grade 5 Midday Learning Support
Liaising with:	Class team, SLT, Parents and Carers
Working Time:	37 hours per week, 39 weeks per year (Term Time Only)
Salary/Grade:	Grade 08 (Points 12-15) Actual Salary £21,999 - £24,175
Disclosure level	Enhanced
PRINCIPLE RESPONSIBILITIES	
To Achieve the Above	CORE REQUIREMENTS: The post-holder will demonstrate essential professional characteristics, and in particular will: - Liaise closely with the class teacher to help plan and deliver identified teaching sessions which will cover short term absence from class - Line manage IAs and MLSs assigned to their class

- Support pupils in class groups implementing work set by the teacher
- Help support the teacher with the management of pupil behaviour
- Contribute to the updating of pupil records
- Assist in setting out of learning materials appropriate to the planned activity
- Observe and report on pupil's performance when required.
- Contribute to the planning of learning activities with the teacher.
- Promote social and emotional development of the pupils alongside other team members.
- Support the maintenance of pupils' Health and Safety.
- Support the use of IT in the classroom.
- Help pupils develop Literacy and Numeracy skills in a one-to-one or group setting.
- Promote independent learning
- Liaise with other team members and parents/carers in a professional manner.
- Be aware of all school policies and how to implement them.
- Review and develop your own professional practice and engage with all training deemed necessary for the post.
- Carry out any other duties that may reasonably be regarded as within the nature of the duties, responsibilities and grade of this post.
- Engage and motivate pupils
- Improve the quality of pupils' learning
- Inspire trust and confidence in pupils and colleagues
- Build team commitment with colleagues and in the classroom
- Establish good relationships with parents and carers, encouraging dialogue, co-operation and partnership.
- Demonstrate analytical thinking
- Demonstrate empathy with and an appreciation of the care needs of pupils

Teaching Assistant Agreed Framework Requirements

In all cases, indicative tasks at the competency level specified within the Teaching Assistant agreed Framework, will be the reference point for the competencies listed below.

PUPIL PROGRESS:

- Be a proactive part of the teaching team, ensuring that all pupils make good or better progress
- Establish constructive relationships and use a variety of methods to communicate with parents and other relevant professionals, in liaison with the teacher, to support pupils' learning, well-being and progress
- Promote the inclusion and acceptance of all pupils within the classroom, school and wider community
- Encourage pupils to interact and work co-operatively in learning activities
- Promote independence and employ strategies to recognise and reward achievement of self-reliance and build self-esteem

PROFESSIONAL PRACTICE:

- Maintain, develop and apply professional knowledge to enable effective teaching and learning support

- Share such knowledge with colleagues to improve whole school effectiveness
- Promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Respond quickly and appropriately to demands made by individual pupils to meet general care, mobility, and personal hygiene needs
- Understand and apply the principles of good classroom management
- Understand and apply a range of appropriate support strategies
- Be conversant with the schools safeguarding policy and actively employ said policy in order to keep pupils across school safe
- Be aware of the Data Protection Act and other legislation to ensure confidentiality of records and information

WHOLE SCHOOL ETHOS:

- Where appropriate contribute to the formulation of school policies
- Execute school policies
- Promote the wider aspirations of the school
- Share in the visions and values of the school

The appointment is subject to the current conditions of employment for Teaching Assistants contained in the Guidelines of the Derbyshire County Council agreed framework and the Education Act (2002), with particular regard to the regulations made under section 133 and the statutory responsibilities of the Governing Bodies of schools, and any other current applicable legislation. The postholder will comply with Health and Safety requirements and specifically will take reasonable care of him/herself and other persons who may be affected by his/her acts or omissions at work (Health and Safety at Work Act 1974), and other relevant employment legislation and school policies.

The Governing Body reserve the right to amend the job description at any time after consultation with the post-holder.

Other Generic Responsibilities:

- Represent and promote the ethos and values of Esteem Multi-Academy Trust
- To take and be accountable for all decisions made within the parameters of the job description
- Participate with performance management and training and activities that contribute to personal and professional development.
- Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities
- Provide a high standard of customer service in all dealings internal and external to the MAT
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: Senior Intervention Assistant Esteem Multi-Academy Trust

QUALIFICATIONS AND EXPERIENCE		
Essential		• Grade C or above GCSE English (or equivalent). • Grade C or above GCSE Maths (or equivalent). • PROACT-SCIPr-UK trained (or equivalent) • Care/Teaching Assistant related qualification/NVQ level 2 or equivalent (or able to pass this qualification within timescale). • Successful experience of working with young people with behavioural needs. • Experience of supporting young people with Physical needs, behaviour and /or learning difficulties • Experience of working in classrooms setting • Experience of de-escalation strategies to support behaviour for learning.
Desirable		• Full UK Driving Licence • Behaviour Management training • Level 3 First Aid at Work • Level 3 Paediatric First Aid
KNOWLEDGE AND ABILITIES		
Essential		• Knowledge of personal care procedures and physical disabilities • Good oral and written communication skills • Good organisational skills • Knowledge and use of Microsoft software and e mail • Ability to maintain accurate records • A commitment to teamwork • Able to form positive relationships • Ability to undertake a range of teaching activities with confidence, working effectively with individual pupils, groups of pupils and whole classes as required • Ability to contribute to planning and preparation of lessons and teaching materials, • Ability to contribute to assessment and monitoring of pupil progress • Understanding of strategies for teaching and learning • Knowledge of how ICT is used to support pupils' learning and ability to use ICT effectively in a classroom setting • Good communication and interpersonal skills • Organisational and time management skills that are highly effective for managing a classroom environment. • Ability to work collaboratively with teachers and others • Ability to supervise and line manage others effectively, as required
Desirable		

Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach in order that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2023' guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity is suitable to undertake the role. Interviews and DBS checks are also undertaken.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.



Application process and timeline

Application forms are available on our website at <https://www.esteemmat.co.uk/vacancies>.

After the closing date, shortlisting will be conducted by a panel who will match your skills and experience against the criteria in the Person Specification. You will be selected for interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications prior to interview. Any relevant issues arising from references will be discussed at interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

Closing date for applications: 30 November 2023 (23:59)

Interview date: TBC

For further information, please contact Mel Smith, School Business Manager, Peak School, on 01663 750324, via email to msmith@peakschool.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.