Littleover Community School

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APPLICATION PACK

Littleover Community School

Teaching Assistant

HEADTEACHERS WELCOME

A warm welcome from our Headteacher, Mrs L. Johnson

Many thanks for your interest in the Teaching Assistant position. We are seeking a dedicated, compassionate and enthusiastic individual to join our highly regarded SEND team and play a key role in supporting students with Special Educational Needs and Disabilities (SEND) to achieve their full potential. This is a rewarding opportunity to make a genuine difference to the educational experience, progress and wellbeing of young people within a supportive, inclusive and ambitious school community.

Working closely with the SENDCo, Deputy SENDCo, teaching staff, families and external agencies, the successful candidate will provide tailored support to students both in the classroom and across the wider school environment. The role includes supporting learning, promoting independence, monitoring progress, contributing to student-centred planning, and acting as a key worker for a designated group of students. You will also have opportunities to support enrichment activities, school visits, examinations and the wider life of the school.

At Littleover Community School, our motto of "Learn, Care and Succeed" underpins everything we do. We are committed to working in partnership with students and families to provide a safe, nurturing and stimulating environment where every individual feels valued, supported and empowered to succeed. Our reputation for academic excellence, strong pastoral care and high-quality enrichment opportunities is built upon the expertise, dedication and collaboration of our staff.

We are looking for someone who shares our commitment to inclusion, has high expectations for all learners, and demonstrates a proactive, flexible and collaborative approach to supporting students. In return, you will join a welcoming and supportive team, benefit from an excellent programme of professional development, and become part of a school that places a strong emphasis on staff wellbeing and professional growth.

If you are passionate about helping young people overcome barriers to learning and are committed to making a positive impact every day, we would be delighted to receive your application.



Best of Luck,

Mrs L. Johnson
Headteacher

WELCOME TO LITTLEOVER

Learning, Caring, Succeeding

Littleover Community School is a Local Authority maintained school with an outstanding Sixth Form, catering for ages 11 - 18 with approximately 1850 students.

Welcome to Littleover

As a school, we are committed to continuous improvement so that we can continue to evolve to match the changing needs of our students, parents and carers, staff and wider school community. We are keen to utilise the latest thinking and technologies to ensure all our students are best equipped to achieve success in the future.

Our governors and staff are fully committed to serving the needs of our school community in these challenging social times, including continuing to develop the very strong academic performance of our school. If you feel you could contribute to this vision, we would be very pleased to receive your application.

Littleover Community School is an 11-18 comprehensive, community school. We are a Local Authority maintained school and have a positive working relationship with Derby City Council.

Our school is situated four miles to the south west of the centre of Derby, in pleasant, spacious grounds. We have a proud academic and pastoral record and the school is always popular with parents and carers looking for school places, within our own catchment area and beyond.

We currently welcome 295 students into Year 7 each year, giving us a current roll of approximately 1850, including a Sixth form of over 350 students.

Student outcomes

We are proud of our students' attainment and progress: Littleover Community School students consist-ently perform above local and national averages.

Summer 2026 headlines:
GCSE grades 9-4 in Maths and English 75%
Grade 4 and above in English Baccalaureate 52%
Attainment 8 Score 5.4
A*-A grades at A Level 24%
A*-C grades at A Level 81%



Ofsted Good Provider
BRONZE SCHOOL MENTAL HEALTH AWARD
Derby City Council
Derby and Derbyshire Safeguarding Children Partnership
DofE
NATIONAL CITIZEN SERVICE

Learning, Caring, Succeeding

Our Vision & Aims

We are an inclusive school which means we are determined to ensure all students achieve the best outcomes possible. Our aims of "Learning, Caring and Succeeding" are the basis for all that we do and students are at the heart of our everyday practice.
Looking to improve further is always key. Our school priorities are shared with staff and Governors and our community of parents/carers and students have a say in what we are and what we want to be.

Ofsted

The school was inspected in October 2022 and was judged as 'Good' in all areas with 'Outstanding' Sixth Form provision.

The full report can be accessed here: HTTPS://FILES.OFSTED.GOV.UK/V1/FILE/50201266

"Leaders have high expectations. They have created an inclusive and academic culture. Leaders ensure that all pupils, including pupils with special educational needs and/or disabilities (SEND), achieve well. Leaders help pupils prepare for next steps in their education. Pupils and sixth-form students leave school with the skills and knowledge they need to thrive.

Pupils' behaviour in lessons is calm and focused. They are eager to share their ideas and knowledge. The vast majority of pupils do not worry about bullying. If they had any concerns, they would report them to staff. Leaders are quick to respond to concerns. The 'LCS Way' helps to create a caring and purposeful culture.

Students in the sixth form experience a welcoming and respectful environment. One student said that attending the sixth form has helped them to develop their identity. Students value the support their teachers provide and the sense of community they share with their peers.

Leaders provide pupils with personal development opportunities. These include the Duke of Edinburgh's Award scheme as well as sports, arts and music clubs. Some pupils access games club and craft club.
Students in the sixth form join in with enrichment activities. These include pottery classes, learning British Sign Language and a debating society.

Leaders are ambitious about what they want pupils to learn. Sequences of lessons cover a broad range of knowledge. Leaders have ensured that teachers know which knowledge to teach and in what order. This helps pupils to develop their understanding of the subjects they study. Sixth-form students are very knowledgeable and make connections between current and prior learning."



Why Should You Join Littleover Community School?

Wellbeing - What We Offer

Access to a team of specialist counsellors who are directly contracted to the school to offer support for our staff.

A strong centralised behaviour system that supports teachers, delivers disruption free classrooms and is supported by a highly effective internal Alternative Provision.

A Leadership Team who fully consider staff workload and wellbeing when considering any changes to practice or systems.

A highly supportive approach to CPD and quality assurances that focuses on every member of staff improving, not proving.

Access to the latest technology, including new high spec laptops for staff.

An approach to pedagogy that ensures we deliver high-quality teaching in each and every lesson, whilst giving staff professional autonomy .

All staff also have access to Education Support's Employee Assistance Programme which includes:

A range of counselling options including telephone, on line or face-to-face sessions, and a mindfulness module

A dedicated coaching service for line managers, aimed at developing soft skills and building confidence for handling challenging situations.

Financial, legal and practical support from qualified professionals on a range of personal issues.

Employment Benefits

There are an extensive range of benefits that are available to you as an employee of Littleover Community School.

For your health and wellbeing there is access to a free on site gym and an employee assistance programme.

You will have access to the Derby City Council Rewards platform, which hosts a wide range of benefits such as the Cycle2Work scheme, benefits and offers at an extensive network of retailers, Tusker Car Lease Scheme and more!

These benefits run alongside other benefits such as access to the Teachers' Pension Scheme or Local Goverment Pension Scheme (depending on your role), free on-site car parking, free annual flu jab and a friendly, supportive working environment!



CAREER VACANCY

Teaching Assistant

Vacancy Details

JIQ Reference No:	S-1552
FTE Salary:	Grade E SCP 10-14 £28,608 - £30,515
Actual Salary:	Grade E SCP 10-14 £23,378 - £24,937
Hours:	35 hours per week Monday to Friday
Contract Type:	Permanent Term Time Only (39 weeks, including Inset days)
Responsible to:	SENDCo
Start Date:	To be confirmed once pre-employment checks have been completed
Closing Date:	Tuesday 24th November 2026

Duties & Responsibilities

1. To be responsible to the SENDCo/Deputy SENDCo

2. To work in accordance with the aims and policies of the school

3. **Support the school:**
• To participate with others in development, planning, implementation and evaluation of learning programmes for individuals and groups of students

• To monitor and contribute to assessment and recording of progress

• To attend meetings with parents

• To participate/contribute to full staff meetings/ year meetings and INSET

• To give general support to school activities

• To attend EHCP Review Meetings when required

• To attend Departmental Meetings

• To Promote the ethos of the school

4. **Support the teacher:**
• In preparing support materials

• In contributing to the preparation of the classroom

• In attending departmental meetings in nominated curriculum areas

• By supporting the department in providing materials and in general tasks, e.g. resources

• By assisting in the assessment of students in delivery of the National Curriculum





CAREER VACANCY

Teaching Assistant

5. **Support for students:**
• By supporting students with SEND in the classroom and around site on a 1:1 basis

• By the promotion of development and learning

• With access to the curriculum for all students with SEND
• By encouragement and involvement of SEND students in all aspects of school life

• With the planning and delivery of programmes of work for individuals and groups of students

• By accompanying them on school visits, in and out of school hours

• By assessing identified students, in and out of the classroom

• Being aware of all EHC Plans

• To be key worker to around 15 students and to be responsible for the target setting and review of their Students Centred Plans

• By organising and running clubs for students with SEND

• By supporting with Access Arrangements for students in exams

6. To represent the school in the most professional manner at all times to the wider community in accordance with the school ethos

7. To share the school's commitment to safeguarding and child protection and be familiar with the Safeguarding and Child Protection Policy and other relevant policies

8. Follow the health and safety policy and be aware of your responsibility for personal health and safety and that of others. Report any hazards and actively contribute to the security of the school.

9. To be prepared to undertake training appropriate to the role.

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out any other appropriate duties within the context of the role.





PERSON SPECIFICATION

Essential & Desirable Skills Littleover Are Looking For

1. Skills and Experience

	Essential	Desirable
Experience of working in a school or similar environment		X
Experience in a similar role		X
Excellent communication skills both verbal and written	X	
Has experience of working with students with SEND		X
Ability to work independently as well as within a team	X	
Able to collate and feedback information	X	
Good working ICT skills	X	
Able to maintain issues of confidentiality in the working environment	X	
Have a working knowledge of Microsoft packages	X	

2. Qualifications

	Essential	Desirable
English GCSE A*-C or equivalent	X	
Mathematics GCSE A*-C or equivalent	X	
Qualification suitable to a TA role		X
Be prepared to undertake other relevant training, as and when required	X	

3. Personal Qualities

	Essential	Desirable
Ability to use own initiative	X	
Ability to respond positively and calmly, with students, parents, co-workers and external organisations	X	
Effective listening skills	X	
Emotional resilience	X	
Ability to be reflective and self-critical	X	
Solution focused approach to work	X	
Flexible attitude to work and willingness to adapt to change	X	
Sense of humour and the capacity to manage stressful situations	X	
To share the school's commitment to safeguarding & child protection. Be familiar with the Safeguarding & Child Protection Policy and other relevant school policies	X	

Equality, Diversity & Safeguarding

Littleover Community School is proud of the cultural diversity of our school community.

Equality & Diversity

Littleover Community School is proud of the cultural diversity of our school community. We welcome enquiries from everyone and also value the diversity of our workforce. As such, the school actively promotes equality of opportunity for all with the right mix of talent, skills and potential.

Derby City Council's Equality Commitment
https://www.derby.gov.uk/community-and-living/equality-diversity/our-equality-commitment/

We welcome applications from a wide range of candidates, including those with criminal records. As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), Littleover Community School complies fully with the DBS Code of Practice https://www.gov.uk/government/publications/dbs-code-of-practice and undertakes to treat all applicants for positions fairly. Littleover Community School undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed and can only ask an individual to provide details of convictions and cautions that they are legally entitled to know about.

Where a DBS certificate at either standard or enhanced level can legally be requested (where the position is one that is included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended) and where appropriate Police Act Regulations (as amended), Littleover Community School can only ask an individual about convictions and cautions that are not protected.

DBS offers a sensitive applications route for transgender applicants,more information on this can be found at https://www.gov.uk/guidance/transgender-applications
Littleover Community School selects all candidates for interview based on their skills, qualifications and experience.

Safeguarding

Littleover Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An offer of employment will be subject to the receipt of a satisfactory enhanced level DBS disclosure with a children's barred list check, two satisfactory references and successful completion of vetting procedures.

In accordance with the statutory guidance, Keeping Children Safe in Education (KCSIE), an online search will be conducted as part of due diligence on shortlisted candidates.

Copies of our Child Protection and Safeguarding Policy, along with other school policies, are available on our website at: https://www.littleover.derby.sch.uk/information/policies-compliance

We would advise anyone applying for a position at LCS to read the above documents, along with the following Keeping Children Safe in Education document: https://www.gov.uk/government/publications/ keeping-children-safe-in-education--2

