

Teaching Assistant



**St Ralph
Sherwin**
Catholic Multi Academy Trust



St Philip Howard

Catholic Voluntary Academy

Part of the St Ralph Sherwin Catholic Multi Academy Trust



Teaching Assistant

Start Date: October 2024

Salary: SRS Band 3 SCP 6-9

Line-manager: SENCO



Headteacher's Welcome

Through a three – way partnership between home, school and parish we aim to work as a team to ensure our children achieve their potential. We believe that a happy child is a fulfilled child and therefore our strong pastoral system is of key importance to us. Our Catholic faith underpins everything that we do and ensures that our pupils are well rounded, confident young people with increasingly high aspirations. We are on an exciting journey at SPH and we firmly believe that by working together all our pupils will have a bright future ahead.

St Philip Howard Catholic Voluntary Academy is an exciting place for our students to grow and develop, building an enriching love of learning and a spiritual outlook that they will carry with them through life. We are an oversubscribed smaller than average Catholic Secondary school with 585 pupils located in Glossop, Derbyshire.

The successful applicant for this position will be joining a school where we care about our students and we care about our staff. We are delighted with our recent Ofsted inspection where we secured a 'good' judgement in all areas.

If you are excited by the opportunity to be part of #TeamSPH then we would welcome a discussion regarding this important position.

Mr M Kays
Headteacher



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About this post



The Post

We are looking for a highly skilled and passionate Teaching Assistant to join our busy, hardworking team from October 2024 at Saint Philip Howard Catholic Voluntary Academy.

The Role

The successful candidate will be required to provide support to the SENCO and class teachers with planning and delivering learning activities for those students with special educational needs (differentiation). A full list of duties can be found in the Job Description.



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#TeamSPH: Together on the Journey

Together, we will make the SPH journey: safely, respectfully and with kindness as part of a **united Catholic family**.

God will be at the heart of our journey, supporting us to realise the potential of our **God given talents**.

Our Gospel Values will guide us on our journey, helping us to make **brave choices** along the way.

Respect for all will be at the spirit of our journey and we will **embrace the uniqueness** of everyone we greet.

Inspiration and passion for learning will lead us all to have a **memorable and successful journey**.



Person Specification

	Essential Criteria	Desirable Criteria
Education & Qualifications	<ul style="list-style-type: none"> • A good general education 	<ul style="list-style-type: none"> • Evidence of qualifications in this area. • Education to A level or its equivalent and beyond.
Competence Summary (knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> • Evidence of having worked with children in some capacity. • A positive interest in working with children. • Ability to get the best out of children. • A sense of humour. • Adaptability. • Able to work on own and as part of a team. • Ability to build good working relationships with a range of colleagues. • A clear communicator. • Ability to work calmly and with patience. • A good attendance record. • Evidence of the stamina required to cope with the demands of the post. 	<ul style="list-style-type: none"> • Relevant work experience in a similar environment. • Experience of working with children with SEN, preferably at secondary age. • A good knowledge of ICT.



	Essential Criteria	Desirable Criteria
Work related personal requirements	<ul style="list-style-type: none">• Strong interpersonal, written and oral communication skills• Genuine passion and a belief in the potential of every student, regardless of need – and the ability to raise the self-esteem and expectations of children and young people.	
Other requirements	<ul style="list-style-type: none">• Ability to form and maintain appropriate relationships with colleagues, students and parents• Ability to work both autonomously and as a member of a team• Empathetic and approachable manner• Highly motivated and pro-active• Flexible• Sense of humour• This post is subject to an enhanced DBS disclosure• Must be committed to safeguarding the welfare of children	<ul style="list-style-type: none">• Willingness to contribute to the wider life of the school



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Job Description

DUTIES AND RESPONSIBILITIES:

1. Assist the SENCO and class teachers with the planning and delivery of learning activities for those students with special educational needs (differentiation);
2. Take responsibility, as directed, for involvement in the given timetable;
3. Promote both inclusion and independent learning;
4. Work closely with the SENCO, Assistant SENCO, class teachers, and nominated departments to support students' learning needs;
5. Observe and report on student performance, assisting the SENCO, Assistant SENCO and class teachers in maintaining student records;
6. Accompany teaching staff and students on educational visits;
7. Attend review meetings as required; within the school day;
8. Mentoring of key students and developing case study notes; maintaining appropriate regular contact with parents/carers to support progress.

Any other duties which may arise during the course of work and as authorised by the Headteacher or membership of the Senior Leadership Team. Such duties will be commensurate with the general level of this post and will be subject to the skills and abilities of the post holder.



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