



Vacancy Information Pack

School Name:	Bodriggy Academy
Job Title:	Teaching Assistant and Lunchtime Supervisor

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Bodriggy Academy



Job Title:	Teaching Assistant and Lunchtime Supervisor
Pay Point / Pay Range:	TPAT 4
Full Time Equivalent Annual Salary:	£23,651
Actual Annual Salary for this Role:	£14,062
Contract Type:	Fixed Term to August 31 st 2025
Hours Per Week / Weeks Per Year	26.25 hours across Monday to Friday. 8:45-3:15 daily, with one afternoon ending at 1:15pm Working weeks - 38 weeks, Paid weeks – 43.699 Start date: 4 th January 2025 (or as soon as possible thereafter)
Closing Date:	4:00pm on Friday 13 th December
Proposed Shortlisting Date:	Monday 16th December
Proposed Interview Date:	Wednesday 18 th December

We are inviting applications from candidates who feel they can add to our wonderful team as a Teaching Assistant with Lunchtime Supervisor responsibilities. This is a full time, fixed term role, with final age group responsibility to be established based on the strengths and potential of the successful candidate. There will be an element of working 1:1 to support pupils with Special Educational Needs, as well as working with groups of children in a class setting.

We are a staff team that has astonishing passion for, and loyalty to, the children of Hayle, believing that each of them deserves the very best primary education we can offer. Our school community is the sum of its many individual parts, and we are excited to welcome someone new who will add to our existing team in unique ways that will benefit us all.

If you feel you have the passion to make a difference to our school and impact positively on the lives of our children, we would be delighted to hear from you. Visits to the school are strongly encouraged and you will be assured an individual tour at a time that suits you. Until then, our website contains much that we hope you will find informative and exciting.

For an informal discussion about the role, please contact Mrs Mel Badcock (SENCO) who will be happy to talk you through any questions you may have:

mbadcock@bodriggy.tpacademytrust.org or 01736 752808

If you would like to arrange a visit with Mr Simons, Headteacher, please contact the school on bodriggy@tpacademytrust.org or 01736 752808

To find out more about our school, please visit: [Home | Bodriggy Academy](#)

Application packs can be downloaded from:
www.tpacademytrust.org/web/application_pack/604811

Please post your application form to:

Mr. D. Simons
Headteacher
Bodriggy Academy
Humphry Davy Lane
Hayle
Cornwall
TR27 4DR

or email to: mforeman@bodriggy.tpacademytrust.org

To find out more about Bodriggy Academy, please visit:	Home Bodriggy Academy
To discuss this position please contact the Headteacher:	bodriggy@tpacademytrust.org 01736 752808
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	mforeman@bodriggy.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:	Bodriggy Academy, Humphry Davy Lane, Hayle, Cornwall, TR27 4DR
School Telephone Number:	01736 752808
School Email Address:	bodriggy@tpacademytrust.org
Name of Headteacher:	Mr Daniel Simons
Website Address:	Home Bodriggy Academy



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.

Thank you for showing an interest in applying to join our wonderful team at Bodriggy Academy. We are looking for a Teaching Assistant who will bring enthusiasm, humour, passion and professionalism to ensure the very best educational provision for our children.

Bodriggy Academy is an exciting place to work, where daily challenge is expected and embraced within a supportive environment that fosters a sense of belonging that is almost tangible. Our website offers a brief insight that may help to convince you to apply to join us, but nothing beats visiting and soaking up what we believe makes us special. I can assure you that if you feel able to arrange a visit, on your personal tour, you will enjoy the welcome you receive from everyone you meet, in a learning environment that screams purpose and a love of learning. As we walk around together, I will share the school's recent successes, our plans for the future, and the security and opportunities we receive as a part of the Truro and Penwith Academy Trust. A visit really 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.

I hope the information within this document is sufficient to encourage you to want to apply and become the next Teaching Assistant to join our community of 'Happy Children, Achieving Together'.



General Background

Bodriggy Academy is a 1.5 form entry primary school in the centre of Hayle in Cornwall. We have our own teacher-led, term time only Nursery for 3 & 4-year-olds and there are plans for us to grow to meet the rapidly increasing population within the town. Our school site has to be seen to be fully appreciated, with an obvious culture of inclusion and belonging, supported by modern buildings, innovative technology, calming decor and extensive fields and playground space. However, people are our most important resource and we are a large team with a wide and varied skill set, each of whom places children at the centre of everything we do.

The school is proud to be a part of the Truro and Penwith Academy Trust, working collaboratively with each of the other 33 schools across Cornwall. Central to our approach is the desire to support children from the most deprived areas of the county to access the very best learning opportunities, including the use of technology to create equity through the TPAT Advantage programme.

Pupil numbers have increased steadily in recent years and there is a genuine buzz of excitement about the future of the school. This is, in part, because of the rapid improvement that ensured we were recognised as a Good school by OFSTED in October 2023. We are proud of all that is within that report but the first line is most significant:

‘Bodriggy Academy is a welcoming and inclusive school.’

Please do come and experience this for yourself; you would be most welcome.



Class Organisation

We have a P.A.N. of 42 per year meaning that we have mixed-aged classes in some year groups.

We have 12 classes, organised as follows:

EYFS

1 Nursery (52 places)

2 x Reception

KS1

Year 1,

Year 1/2

Year 2

LKS2

3 x Year 3/4 classes

UKS2

3 x Year 5/6 classes



Staff Organisation

Head teacher

2 x Deputy Head teachers (Infant Lead and Junior Lead)

EYFS Lead

Child and Family Lead

Full Time SENCo

School Business Manager

12 Class teachers FTE

20 Teaching Assistants or HLTAs

A full list of staff can be found on the school's website:

[Staff | Bodriggy Academy](#)

Our Curriculum

We have invested significant time in creating our own bespoke curriculum. Please use the link below to find out much more for yourselves. We loosely refer to simple principles spelt out by L.E.A.P.S. ('Launch' and 'Legacy', 'Exciting' and 'Engaging', 'Aspirational' and 'Ambitious', 'Purposeful', and 'Scaffolded for all') but we'll explain much more about that when you visit.

[Curriculum Framework and Sequence Plans for current topics | Bodriggy Academy](#)

In addition to the content, we have 7 very simple, but broad aims for our pupils. We try to teach every one of them to:

1. Read
2. Write
3. be comfortable with number
4. know how to keep themselves safe and healthy
5. know how to build healthy relationships with others,
6. learn how to swim
7. make a positive difference to the school and to our town.



We expect our teachers to be able to support all of the children with each of these, as well as allowing them to be curious, creative, caring and kind. Every teacher being a teacher of pupils with SEND is an absolute must and our school rules are simple:

- Be ready,
- be safe,
- be respectful,
- but above all...be kind

Regular affirmation of each of these is central to our curriculum offer and we expect every member of staff to model the same in all of their interactions.



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. By virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, Section 4(2) of the Rehabilitation of Offenders Act does not apply to this application as the post involves substantial opportunity of access to children. This means that you may not withhold information about previous convictions, cautions, reprimands, bind-overs or warnings on the grounds that it is otherwise 'spent'. All criminal convictions must be declared. Failure to do so may result in your application being disqualified or, if discovered after appointment, may be regarded as grounds for dismissal.



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: Michelle Foreman
Contact Email Address: mforeman@bodriggy.tpacademytrust.org
Contact Telephone Number: 01736 752808

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date: Friday 13th December, 2024

Completed applications must be returned to the email address above and be received by **4:00pm on** the closing date provided.

Interview Date(s): Wednesday 18th December, 2024

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.

