



## Vacancy Information Pack

<b>School Name:</b>	St Dennis Primary Academy
<b>Job Title:</b>	Teaching Assistant and Lunchtime Supervisor

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## St Dennis Primary Academy

This is an exciting opportunity to join our happy and thriving village school. From January 2025, we are seeking to appoint an enthusiastic and motivated Teaching Assistant with Lunchtime Supervisor hours to join our enthusiastic and dedicated team. This position is in Key Stage 2 and is fixed term until 31 August 2025.

At St Dennis Primary Academy, the children are at the very heart of all we do, and we work to ensure that ‘everyone matters, everyone succeeds and every moment counts’.

In the school’s Ofsted inspection report, it states that ‘*St Dennis is built on strong relationships*’ and ‘*Leaders have high aspirations for all pupils. Staff share their vision. Leaders do what is best for pupils.*’

The successful candidate will:

- Have experience and skills to work with pupils with specific educational needs within a mainstream setting.
- Be able to support the professional work of the teacher within the classroom.
- Have a desire to enthuse and inspire children with a range of needs.
- Be effective in forming positive relationships with pupils, staff and parents.
- Have good communication and organisational skills.
- Demonstrate the ability to work proactively and with flexibility as part of a team.
- Have a ‘can do’ positive attitude and a good sense of humour.

<b>Job Title:</b>	KS2 Teaching Assistant and Lunchtime Supervisor
<b>Pay Point / Pay Range:</b>	Teaching Assistant - TPAT Point 4 Lunchtime Supervisor - TPAT Point 1
<b>Salary:</b>	Teaching Assistant (£23,651 pro rata) £12.26 per hour Lunchtime Supervisor (£23,467 pro rata) £12.16 per hour
<b>Contract Type:</b>	Fixed-Term until 31.08.2025
<b>Hours per week / weeks per year</b>	27.5 hours Teaching Assistant 2.5 Lunchtime Supervisor Working Weeks – 38 working weeks Paid Weeks – 43.699 paid weeks
<b>Closing Date:</b>	12 midnight on 06.01.2025
<b>Proposed Shortlisting Date:</b>	07.01.2025
<b>Proposed Interview Date:</b>	Week beginning 06.01.2025

To find out more about St Dennis Primary Academy, please visit:	<a href="https://www.stdennis.academy/">https://www.stdennis.academy/</a>
To discuss this position please contact the Headteacher (Mrs Cathy Brokenshire):	<a href="mailto:head@stdennis.tpacademytrust.org">head@stdennis.tpacademytrust.org</a> 01726 822546
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:	<a href="mailto:office@stdennis.tpacademytrust.org">office@stdennis.tpacademytrust.org</a>

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:	St Dennis Primary Academy, Carne Hill, St Dennis, St Austell PL26 8AY
School Telephone Number:	01726 822546
School Email Address:	<a href="mailto:office@stdennis.tpacademytrust.org">office@stdennis.tpacademytrust.org</a>
Name of Headteacher:	Mrs Cathy Brokenshire
Website Address:	<a href="https://www.stdennis.academy/">https://www.stdennis.academy/</a>



## 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.

**'Everyone matters, everyone succeeds, every moment counts.'**

At St Dennis Primary Academy, we whole heartedly believe that children learn best when they are happy, feel safe and are engaged. We pride ourselves on nurturing every child and recognising them as an individual with special strengths and talents. Because of this, our children feel good about themselves, are happy and love coming to school. Relationships are central to this, so we value working together with our families and the local community. We have six core values that are at the very heart of all we do: aspiration, courage, achievement, teamwork, responsibility and friendship.



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.

Mrs Cathy Brokenshire – Headteacher

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## General Background

St Dennis Primary Academy is in the village of St Dennis which is situated approximately six miles west of the coastal town of St Austell. This means we have quick access to the A30 and golden beaches as well as beautiful countryside and moorland.

The school caters for children between the ages of 2 and 11 with an onsite nursery in a new purpose-built building providing opportunities for younger children. We currently have 190 pupils on roll and offer a rich and diverse curriculum, as well as a full programme of before and after-school activities. As part of Truro and Penwith Academy Trust, we enjoy working collaboratively with our partner schools as well as having excellent links with Brannel School and other schools in our cluster.

Ofsted 2023 –

*'St Dennis is built on strong relationships. Pupils have a great sense of pride in the school. Staff meet pupils' individual needs well, including those of pupils with special educational needs and/or disabilities (SEND). As a result, St Dennis is a happy and welcoming environment for all.'*

*'Pupils behave well in classrooms and in the playground. They are polite and courteous.'*

*'Leaders have high aspirations for all pupils. Staff share their vision. Leaders do what is best for pupils. ... Staff praise leaders for how they value their well-being. Staff's morale is high.'*

*'Leaders have crafted a highly effective personal development curriculum... Staff encourage pupils to discuss their mental health. Leaders ensure that pupils learn about a wide variety of cultures to prepare them for life in modern Britain. Pupils understand how to stay safe online. The school's personal, social and health education programme is carefully planned. It ensures pupils learn how to be healthy and know about the dangers of drugs and alcohol.'*

## Class Organisation

The school currently has 190 children on roll in eight classes, including our Nursery.

Nursery - Oula	Mrs Edmunds (Nursery Manager)
Reception- Kroenek	Miss Stokes (EYFS Lead) and Mrs Bateson
Year 1 - Sort	Mrs Lawford
Year 2 - Gwiwer	Mrs Parekh
Year 3 - Brogh	Miss Kent
Year 4 - Lowarn	Mr Bradbeer
Year 5 - Godh	Mrs Nash (Deputy Headteacher)
Year 6 - Pedrean	Miss Rollason

## Staff Organisation

St Dennis Primary Academy has a Headteacher, a Deputy Headteacher who teaches half the week, and a part-time SENCo. We also have five full-time teachers, two part-time teachers, a Nursery Manager and a part-time librarian. In addition, we have sixteen teaching assistants, many of whom are also HLTAs. Every member of staff is key to our teaching and learning team.

All teachers and one of our HLTAs have responsibility for at least one subject area within our rich and diverse curriculum.

We also have a School Secretary and School Administrator. Both our catering and cleaning contracts are provided by outside companies.

We are strongly committed to staff development and learning.

## Our Curriculum

At St Dennis Primary Academy, we are passionate about ensuring our curriculum is designed to broaden horizons. We intend to provide a wealth of opportunities and engage and motivate our children so that by the time they leave, they have the greatest number of choices and options open to them.

Our curriculum reflects our key values, which have personal development at their core. These weave through every aspect of our curriculum along with spiritual, moral, social and cultural development.

We have identified key drivers that are based around factors we have considered - how we can make the most of our local and regional location, how can we best champion the culture and climate we value, and what backgrounds and previous experiences our pupils have. These drivers are real-life experiences, oracy, environment, community and wellbeing and they help to ensure that every child, irrespective of their starting point, achieves at the very highest standards, develops life-long skills such as independence, confidence, resilience along with the virtues of empathy, kindness and respect.

St Dennis Primary Academy is passionate about reading and storytelling. It is at the heart of our curriculum because we know that the capacity to learn and to enjoy learning goes hand-in-hand with reading skill. Therefore, we strive to nurture life-long readers. Oracy also underpins our curriculum implementation and pupils are 'taught to talk' and 'learn through talk' thus developing physical, linguistic, cognitive and social and emotional skills. With both reading and oracy being central to our curriculum implementation, we ensure that vocabulary which enriches knowledge and understanding about the world is taught.

Each year group studies a new topic every half term which is approached through a 'Big Question'. This ignites a thirst for knowledge through investigation, engagement, imagination, thought and discussion. Our 'Big Questions' do not have one correct answer and inspire the need to explore every possibility and share findings. In order to explore, a range of stimulating and high-quality resources and experiences are utilised. These include our 'Stunning Starts' where an engaging activity brings a topic to life and launches the 'Big Question'. Real-life experiences are key, so we use visits and visitors to enhance and deepen knowledge as they provide opportunities for generating questions and further enquiry and research. We also introduce our pupils to a diverse range of art, music and drama. We like to take advantage of experiences and opportunities that arise; these might link to local, national or international events. All topics culminate in a 'Fabulous Finish' where parents, carers and family members are invited into school to share in our pupils' findings.

Further enrichment is through our 'Dazzle Days'. These weekly sessions are a creative way of enriching our curriculum further and enabling our children to experience their learning in a way that challenges them and gives opportunities for all children to 'dazzle' us in a wide range of ways.

We also deliver a vast array of extra-curricular opportunities and outdoor learning where every child can be involved. These experiences, along with the teaching of a range of rich vocabulary within our designed curriculum, give our children the essential knowledge and cultural capital they need to succeed now and in the future.

Throughout our curriculum, we weave the British Values of democracy, individual liberty, the rule of law, mutual respect and tolerance of those with different faiths and beliefs, and we explicitly encourage them to value diversity. PSHE learning is also inherent in all curriculum areas and is routed in three core themes: health and well-being, relationships and living in the wider world. Responsibility is key within our curriculum, and this is particularly evident through our Mentors, School Council and Eco Council, whose projects lead into whole-school learning.

When implementing our curriculum, we adhere to our Trauma and Mental Health Informed School Relationship Policy where we are committed to educational practices which protect, relate, regulate and reflect.

## 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: Julie Crawford (School Secretary)  
Contact Email Address: [office@stdennis.tpacademytrust.org](mailto:office@stdennis.tpacademytrust.org)  
Contact Telephone Number: 01726 822546

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: 06.01.2025

Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s): Week beginning 06.01.2025

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.