



**THE NORTON
KNATCHBULL**
SCHOOL

The Norton Knatchbull School,
Hythe Road, Ashford, Kent, TN24 0QJ
Headteacher: Mr. B. Greene, BA (Hons), NPQH

t: 01233 620045
e: information@nks.kent.sch.uk
www.nks.kent.sch.uk

TEACHING ASSISTANT WITH SEND FOCUS

Required September 2024

The Norton Knatchbull School are seeking an organised, professional, positive and resilient apprentice, who has a desire for pursuing a career in the education sector. The successful candidate will gain experience working 1 to 1 with students within a secondary school environment. You will engage and motivate pupils who find learning a challenge and have specific learning difficulties including SEMH, ASD/ASC and ADHD. The ability to interact positively with a wide range of people, including teachers, support staff, parents and students aged 11 to 18, is essential.

Salary: £18,000 FTE / £14,396.40 pro-rata. (Term-time only - 38 weeks paid over 12 months).

Hours: 08:15am – 03:45pm.

Expected duration: 20 Months

What you will do in your working day

- Provide support for students in lessons so that they can access learning activities.
- Keep detailed records of learning / observations and provide students and teachers with feedback to inform of subsequent provision.
- Build a clear understanding of students learning with reference to the relevant National Curriculum and school assessment documents.
- Organise and deliver small group interventions.
- Provide effective support for colleagues.
- Work in close partnership with teachers / parents / carers to improve student outcomes.
- Keep abreast of current developments in Additional Educational Needs.
- Contribute to the management of pupil behaviour.
- Contribute to the safeguarding, health and wellbeing of pupils.
- Provide administrative and organisational support for the Inclusion Manager.
- Consider the information that is shared with other stakeholders, ensuring that where necessary and appropriate, confidentiality is maintained.

The training you will receive

- Level 3 Teaching Assistant (through Heart of England Training - hoet.co.uk)

What to expect at the end of your apprenticeship

- After the apprenticeship there is potential to be hired as a full member of staff.

Benefactorum Recordatio Jucundissima Est

Academy Trust Registered Office: Hythe Road, Ashford, Kent, TN24 0QJ. Company number 07992899



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Please look on our website www.nks.kent.sch.uk for a Job Description and an application form. Please email your completed application form to Mrs Catriona Dunton (HR Officer) at cdunton@nks.kent.sch.uk.

Deadline for applications: **9am – Friday 12th July 2024**
Interviews will take place as soon as possible thereafter.

We reserve the right to interview prior to this date depending on applications received.

It is important for our students to understand and experience the strength and depth of a diverse community and we aim to create a culture that encourages and values diversity, and that appoints, rewards, and promotes staff based on merit. To show our commitment to this, the school has recently achieved the Race Charter Mark at Bronze level. The Norton Knatchbull is committed to safeguarding and promoting the welfare of children and young people.

Only candidates who are shortlisted will be contacted.

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