



# The Pioneer Academy



**Post Title:** Teaching Assistant

**School:** Downe Primary School, High Elms Road, Downe, Orpington. BR6 7JN

**Status:** Permanent / Part time / 39 weeks per year  
Part time - 18 hours per week – Monday – Friday 08.45-12.05

**Grade:** TPA 4 / Pay scale 2-7 / £23,628 - £25,629 pa FTE (OLW)

**Post Start Date:** As soon as possible, pending pre-employment checks \*

**Closing Date for Applications:** 19<sup>th</sup> May 2023, 9am \*

**Interview Date:** w/c 22<sup>nd</sup> May 2023 \*

*\*applications from suitable candidates who meet the person specification may be shortlisted and interviewed ahead of the closing date*

Our experienced Head teacher and her supportive senior leadership team are looking for an experienced teaching assistant to join our team. We are looking for a part time teaching assistant for KS1 including 1:1 support with an EHCP child.

## Key responsibilities include:

- Being a good or outstanding classroom TA practitioner
- Continuous improvement of teaching and learning under the supervision of the Class teacher and SENDco.
- Maintaining and raising standards under the supervision of the Class teacher and SENDco.
- Tracking performance of specified groups of pupils
- Leading by example to motivate and work with others

Downe Primary School is a small village school with a warm, family feel. We place great emphasis on positive and secure relationships built upon trust, respect and clear communication. This extends to every member of the school community, providing a supportive learning environment where everyone is valued and included, championed and challenged. Children develop the personal skills required for a happy and fulfilled life alongside the knowledge and skills required for the next stage of their education.

Downe Primary School is part of The Pioneer Academy Trust which is an academy trust with schools across London and the South East. At The Pioneer Academy, we put children first, pioneering excellence and championing each and every child. All our schools, ranging from small infant schools to large primary schools, work collaboratively, sharing resources and expertise. Find out more at: [Downe Primary School](#) and [www.thepioneeracademy.co.uk](http://www.thepioneeracademy.co.uk)

Visits to the school are encouraged and can be arranged via the school office on 01689 853916.

At The Pioneer Academy, we take the wellbeing and mental health of our staff seriously which is why we are committed to regular reviews of staff well-being and reducing staff workload. We create bespoke career pathways for every member of staff, identifying and growing talent, with outstanding professional development opportunities at every stage of your career. We also have an Employee Assistance Programme with a range of resources to support wellbeing which is available to all employees and their immediate family members 24 hours a day, 7 days a week, 365 days a year.

**What we offer you:**

- A friendly, dedicated staff team who believe in teamwork and building positive relationships across the school, the Trust and in the local community.
- High quality development programme with induction programmes for all new staff.
- Excellent CPD opportunities,
- Annual conferences with keynote speakers.
- Access to professional coaching.
- A supportive and collaborative working ethos, including support from the Trust's Central Executive Team and a range of experts, such as specialists in pupil welfare, SEND and behaviour.
- Termly forums to increase collaboration and reduce workload.
- Access to Employee Assistance Programme including free counselling.
- Access to discounted wrap around childcare for staff.
- Free academy-wide social events throughout the year.

If you are interested in applying for the post, please see the Job Description/Person Specification. To apply for this vacancy, please complete the application form, completing a full education and employment history since leaving school and indicating how you satisfy the criteria set out in the Job Description/Person Specification. You will also be required to complete and return a self-disclosure declaration with your application. Applications should be submitted via email to the Recruitment Team at [recruitment@thepioneeracademy.co.uk](mailto:recruitment@thepioneeracademy.co.uk)

Only those shortlisted for interview will be contacted. References will be requested for those shortlisted only and prior to interview. In line with [Keeping Children Safe in Education 2022](#), online searches will be completed as part of the due diligence on shortlisted candidates, searching online content that is publicly available for inappropriate online content that may suggest that a shortlisted candidate may not be suitable to work with children, or that may harm the reputation of the school. If any issues of concern come up in online searches, shortlisted candidates will have an opportunity to address these at interview. An Enhanced DBS certificate will be required on provisional offer, including a check of the Children's Barred List. Further vetting checks, in line with the requirements of [Keeping Children Safe in Education 2022](#) will be completed following a provisional offer of appointment. Where applicable, if an applicant with a provisional offer of employment has lived and/or worked outside the UK, they will be required to obtain a Certificate of Good Conduct.

***The Pioneer Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Offers of employment are subject to a satisfactory enhanced DBS disclosure and other employment checks. Our school Safeguarding Policy can be downloaded and read following this link: [Safeguarding & Child Protection Policy for Downe Primary School](#)***