



Ibstock Community College

Respect and Pride brings Success



TEACHING ASSISTANT

(fixed term to end of academic year in the first instance)

Grade 6, Points 9–10

25 hours per week - 39 weeks per year (0.5783 fte)

Full time salary: £23,898 - £24,300 per annum

Actual salary: £13,820.02 - £14,052.49 per annum

Commencing 27 August 2024





“ *The college has created a positive environment for learning in which students’ spiritual, moral, social and cultural knowledge and skills are developed well.* ”
Ofsted

Welcome to Ibstock Community College. Thank you for taking an interest in our school.

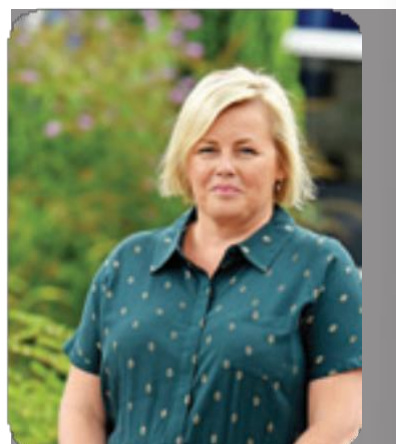
Situated in the heart of the national forest, our aim at Ibstock Community College is deeply rooted in providing an excellent education for all our students, designed specifically to bring out the best in each of them and prepare them for success in life.

We are a caring, friendly and inclusive school, whose success is built on a wonderful staff team, a clear focus on learning and on treating students as individuals. We aim to provide our students with an exceptional foundation for further study, training and employment.

We believe our role is to challenge young people to fulfil their potential both in the classroom and in a wide range of extra-curricular activities. To help them succeed we provide comprehensive and high quality pastoral care.

We have high aspirations for all of our students; we want them to leave us with superb qualifications, great communication skills and the self-confidence, vision and understanding to be successful and happy in a fast changing world.

Sophie Williams
Headteacher





“We are really pleased with the progress our son has made since joining Ibstock and how well he has settled into secondary school - he loves it! Thank you!
Parent”

Curriculum

Our curriculum is designed to provide young people with the core knowledge they need for success in education and later life; to maximise their cognitive development; to develop the whole person and the talents of the individual; and to allow all children to become active and economically self-sufficient citizens. By drawing on the best that's been thought, said and done in each subject, we believe that our curriculum at Ibstock Community College enables young people to make connections that will help them to understand the world around them and their place in it.

Our 5 year curriculum is rooted in mastery. Students at Ibstock Community College study fewer topics in greater depth. In Year 9, our GCSE options process encourages students to study the EBACC suite of subjects English, maths, science, French, history or geography. In addition, a creative route with a small number of vocational courses is offered to ensure sufficient breadth in the curriculum for all learners is maintained. In our lessons you will typically see students grappling with the same challenging content, with teachers providing additional support for students who need it. Our higher attaining students, will study content in greater depth and will be encouraged to explore enrichment opportunities as well as being introduced to new content which will develop and strengthen their interest and skills even further.

In order to allow the mastery approach to be effective (i.e. students learn what they are expected to in the year they are expected to), early catch up is essential: we identify and support students who start secondary school without a secure grasp of reading, writing and mathematics so that they can access the full curriculum.

Our taught subject timetable, approach to spiritual, moral, social and cultural development, the tutor system and the ethos and 'hidden curriculum' of the school - are interwoven into The RESPECT standards at Ibstock Community College. These opportunities allow our students to grow in strength both academically and through our personal development curriculum. Through this we explore, discover, and celebrate our differences within the college, our community and across the globe. We are also extremely proud of our music and sport extra-curricular activities, just two branches of our co-curricular and enrichment offer.

Respect standards

Underpinning our ethos are The RESPECT Standards. These embody a mutual respect, built from trusting relationships between our staff and students, parents and carers, our governing body, our local community and partner schools. We communicate with each other calmly, politely and respectfully.

R esilience

E quity

S uccess

P ride

E ffort

C urrency

T rust

- We aim to develop strength of mind and resilience in all of our students. This is such an important life skill for all
- We believe that all students have the right to the very best learning experience, whatever their starting point
- We want all of our students to reach their potential and beyond - at Ibstock we celebrate success
- At Ibstock all students take pride in their work, always doing their very best. They are proud to wear our uniform, to represent our college and our community. We are proud of our achievements
- Our students are encouraged to get involved in a range of enrichment activities, to step out of their comfort zone and to broaden their horizons. Our students encourage each other to aim high
- We are proud of our knowledge rich curriculum which develops mastery across all subject areas preparing our students for the next stage in their education
- At Ibstock we trust each other, students, staff, parents and governors





Pastoral Care

At Ibstock Community College we pride ourselves on the quality of our pastoral care. We see all of our staff and students as part of our Ibstock family and our Pastoral Team are dedicated to providing students with a high level of support within school to help them cope with the demands of life and to enable them to have the opportunity to meet their academic potential.

Our Pastoral Team consists of our Form Tutors, Pastoral Managers, Behaviour Support and a wider team of attached staff mentors. We pride ourselves in knowing each child individually and working very closely with students, and their families, to help each child reach their full potential.

Our Pastoral systems are tightly interwoven with our SEND interventions and our highly experienced staff build in further support through the extensive network of external support agencies.

We have high expectations of our students and their positive attitudes towards their learning. Ensuring every child understands and adheres to behaviour expectations, recognises and responds to our attendance and punctuality processes and is proud to represent our school community in retaining high standards of uniform, is a fundamental part of successful wider academic growth.

Building the skills for students to be respectful towards all, resilient in their learning and proud of being Ibstock students, is something our Pastoral Team excels in nurturing.

Partnership

Successful learning depends upon a strong partnership between student, school and home. At Ibstock Community College, we have an excellent relationship with parents, underpinned by our commitment to good communication.

Regular meetings, telephone conversations and our ParentLite portal guarantee that parents have ready access to all the information they need about the progress and achievements of their child.

Our nursery and leisure complex are both extremely popular facilities. We are delighted to be able to provide these services for the benefit of the community and to serve the population of Ibstock and the surrounding area.

The college also has valuable links with industry and community groups, enabling students to learn and gain from these relationships. Most important of these are our strong links with our feeder primary schools. Working together enables smooth transition for students joining us in year 7.





Beyond the classroom

School is about so much more than classroom learning and we provide a wide range of extra-curricular activities both in and out of school. A wide range of clubs in school currently include art, drama, gaming, debate, music and a range of sports.

Our music department offers the opportunity to join several concerts and productions and, of course, individual music lessons can be organised with our peripatetic teachers.

Away from the school site, educational visits offer students a wide range of cross-curricular experiences. These include visits to France and Belgium, Stratford upon Avon and the Bay of Naples.

Facilities

Our well-maintained campus is equipped with a range of specialist classrooms all with interactive white-boards, projectors and visualisers. Additional technology includes three digital suites and a variety of class sets of laptops and tablets that are used to enhance our curriculum.

We have a spacious Sports hall, all weather pitch, swimming pool and a range of outdoor PE facilities.

Our dedicated music room has adjoining practice rooms and is situated close to the stage which is our drama and performance space.

We have four spacious science labs and the science block also boasts a large ICT suite which is one of the Design and Technology learning zones. We also have an Art studio, textiles room, resistant materials workshop and a food technology kitchen and classroom.

Our library is situated at the heart of the college and has a wide selection of literature which is available to all students via the Accessit booking system. The library is also the base for homework club, book club and is open at lunchtime for students.

Ibstock Community College is part of the MULTI ACADEMY TRUST.



Vision

We have a compelling desire to provide high quality, personalised and rounded education for everyone, right in the heart of our local community. We believe that no school can be deemed successful unless all those around it are also successful, popular and flourishing. Hence we believe that dynamic, mutually accountable collaboration and challenge between local schools as members of the LiFE MAT is the cornerstone of our future success.

Each of our schools needs to be seen as a leader of, and vital to, its local community; each school is regarded as fundamental to the identity of its surrounding community. In this capacity we will relentlessly promote the values of inclusion and the celebration of diversity, alongside personal responsibility and respect.

Values

- Ensuring that every student achieves positive, life changing outcomes
- Providing a whole education: academic excellence co-existing with an exceptional commitment to activity beyond the school gate
- The relentless pursuit of excellence by; expecting this of every person, every day; recognising and celebrating behaviours that lead to great progress and promoting and celebrating elite performance inside school and in the wider world
- Valuing and promoting the celebration and understanding of diversity and qualities of our staff and students
- Ensuring that all students and staff feel known, appreciated and supported
- Committing whole-heartedly to collaboration within, between and beyond our academies
- Ensuring our curricula are agents for the promotion of our values

Mission

Long term goal

- Outcomes equal to the best nationally and internationally for every school and every child
- Every child receives a truly rounded education resulting in a strong moral compass, a globally competitive skill set and a confident sense of self
- Every school is a hub for community activities, a centre for extended services and a source of immense pride for students, their families and other local stakeholders.
- Providing high quality buildings, engaging classrooms and excellent sporting facilities
- Delivering innovative learning resources and materials
- Ensuring a well-disciplined and caring environment
- Exploiting cutting edge technologies to expand the opportunities for students, staff and our community to benefit from learning in a digital age.

Medium term objectives

- Each school is confident and thriving in its development; schools are beyond challenge from Ofsted in achieving the aims and values of the LiFE MAT.



Ibstock Community College
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Wednesday 10 July 2024

Dear applicant

TEACHING ASSISTANT

Thank you for your interest in the above post at Ibstock Community College. Due to our continued growth, we have an exciting opportunity for a teaching assistant to join our SEND support team to support and raise the attainment of our students. This post is being offered on a fixed term basis for one academic year in the first instance.

Context

Ibstock Community College has over 800 students on roll and is at the heart of the local community, serving families in Ibstock and the surrounding villages of North-West Leicestershire. The college became part of LiFE Multi Academy Trust in July 2021. We are now awaiting our first set of GCSE results in the summer, following our transition to become an 11-16 school.

About the role and you

You will be working under the direction and supervision of teaching staff, assisting with teaching and learning and associated activities, in order to help students make outstanding progress, through appropriate targeted interventions. You will also assist, when required, with the planning, delivery and evaluation of learning activities, supporting in whole classes and working with individuals and small groups of students.

We are looking for someone with a good education who ideally has a relevant NVQ level 3 (or equivalent qualification), or recent proven experience of/enthusiasm for working effectively with young people at this level in a similar role in an education setting. It is important that you are a team player with excellent communication skills who can engage and work with a range of school professionals. This post would provide an excellent opportunity for a recent graduate, or someone interested in pursuing a career in education/teaching.

How to apply

We encourage you to visit our website for more detailed information about the college and further information about the vacancy.

To apply, please send a letter, maximum 2 sides A4, which specifically addresses the requirements of this post, together with your application form. To comply with Safer Recruitment guidelines, please do not send a CV as we do not accept them. Completed application forms should be emailed to recruitment@lifemultiacademytrust.org.uk and should be received by **9.00 am on Wednesday 24 July 2024**. It is expected that interviews for shortlisted candidates will take place week commencing 29 July 2024.

The application process

Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to behave in such a way that supports this commitment. Appointment to this post will be subject to satisfactory pre-employment checks, including an online check.

Data Protection

Should you be unsuccessful with your application, the school will confidentially destroy your application form after six months of its submission. If you are successful in your application, this information will be kept securely as part of your personal employment record.

References

Applicants must provide the details of two referees. One reference should be from your current employer or if unemployed, your last employer. Where possible, references should be from separate sources and not from the same organisation or employer. All referees should have known you for at least one year or more and cannot be from a spouse, partner, friend or relation or from someone with whom you live. The school will contact referees for verification. Please ensure that you have permission to provide their details on the application form and note that references will be sought prior to interview for all shortlisted candidates.

Equal Opportunities

We are determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justified.

I look forward to receiving your application. Thank you in advance for your interest in working with us and for the effort that you have made with your application. If you wish to discuss or clarify anything arising from the information attached, please do not hesitate to contact us.

With best wishes

A handwritten signature in black ink, appearing to read 'Sophie Williams', written over a light blue horizontal line.

Sophie Williams

Headteacher

Job Description

Grade: Grade 6, Point 9
£21,972.00 FTE

Hours: 9.00am – 3.15pm Monday to Friday
39 weeks per year

Responsible to: Headteacher, Deputy Headteacher, SENDCo, Teachers, other classroom support staff and the Senior Leadership Team

Job Purpose: To provide agreed support to the teacher in the delivery of planned whole class learning activities and make recommendations in line with QFT to support learner access and engagement, adapting work if necessary

Key Responsibilities:

- To work under the direct supervision of a teacher to carry out planned learning activities with small groups or individual pupils, providing feedback on their engagement in activities and their achievements of the desired learning objectives.
- To help prepare, monitor and maintain a safe and secure learning environment in line with the teacher's lesson plans.
- To observe and feed back to the teacher on pupil performance and behaviour, taking action as appropriate in line with relevant school policies.
- In conjunction with the class teacher, support the physical, intellectual, emotional and social development of the child, including contributing ideas and suggestions to support planning and adaption of lessons, to meet their development needs.
- To interact with and respond positively to children, young people and adults.
- To develop positive relationships with colleagues, and other relevant agencies providing consistent and effective support and working constructively as a member of the school staff team.
- To support pupils to improve their numeracy, literacy and Oracy skills through focussed learning activities and more generally across the curriculum.
- To prepare and utilise ICT resources to support the child's learning, including preparation of required words/phrases to be included on communication device as appropriate, including an up to date knowledge and training in the effective use of iPads.
- To prepare and support the use of learning materials and create visual displays, in accordance with the requirements of the teacher, in order to facilitate a relevant physical learning environment.
- To develop the students' self-esteem and confidence within learning situations.
- To deal sympathetically with students' individual medical needs and/or personal care/hygiene needs.
- To participate, when necessary, in students' Annual Review of Special Educational Needs.
- To organise and supervise practical or sporting activities as required

- To provide education, care and encouragement to the child, supporting them to participate in activities and liaising, if required, with parents/carers/other professionals as appropriate. This may include attending relevant internal and external meetings.
- To escort and supervise the child on educational visits and out of school activities, ensuring their health, safety and well-being
- The post holder may be required to attend, from time to time, training courses, or other meetings as required by his/her own training needs and the needs of the school.
- To undertake at least one break duty per week
- To assist with the safe moving, handling and repositioning of children with medical needs using appropriate equipment if necessary, in conjunction with additional members of staff *
- To assist with care needs as appropriate including feeding and toileting support to pupils as necessary *
- * These duties only to be carried out after appropriate risk assessment and training have been undertaken

Whole School Responsibilities

- Support current policies and recognised good practice within the School.
- Be aware of the importance of confidentiality and data protection.
- Participate in annual Performance Management review with Line Manager, based on agreed objectives, ideally one of which should be linked to the School improvement plan.
- To work as part of a team, to act as a contact in providing basic emergency first aid, if training is provided.
- Willingness to be flexible in both approach & use of time.
- All tasks should be undertaken with due regard to Health & Safety Regulations.
- To undertake such other duties which are within the scope of the job purpose, title of the job and its grade.

This post is subject to enhanced level check from the Disclosure and Barring Service (DBS).

All Ibstock employees are expected to promote and safeguard the welfare of students at the School. Our Child Protection Policy is made known to all and is designed to guide staff, students and parents/carers with regard to Child Protection issues.

The Governing Body is seeking to promote the employment of people with disabilities and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable candidate with a disability.

This Job Description sets out the responsibilities of the post at the time it was drawn up. Such responsibilities may vary from time to time without changing the general character and requirements of the post or the level of responsibility entailed. Variations are a common occurrence and do not necessarily constitute additional responsibilities or warrant a higher grade.

If you use your own private car or motorcycle for Ibstock business you must seek prior authority to do so from your Manager.

You should ensure that your insurance cover extends to business use and the insurer should, if necessary, be asked to endorse the certificate to confirm that driving in the performance of the Ibstock's business is covered by the insurance policy. A copy of your insurance certificate will need to be seen by the School Business Manager.

Person Specification

Teaching Assistant (SEN Pupils):

	Essential		Desirable	
Qualifications:	GCSE or equivalent in Maths/ numeracy and English/literacy Grade C/4 or above	A/Doc		
Experience:			<p>Experience of working in a child-focused environment, either as an employee or a volunteer</p> <p>Experience of supporting teaching and learning in a formal setting</p> <p>Experienced of supporting children and young people with learning difficulties and disabilities</p> <p>Experience of eye gaze or other AAC technology</p>	A/I/R
Knowledge and skills:	Knowledge of safeguarding/child protection and health and safety procedures	A/I/R		
Skills/Attributes	<p>Ability and willingness to undertake professional development</p> <p>Good interpersonal skills</p> <p>Empathy with children and young people</p> <p>Ability to work effectively as part of a team,</p>	<p>A/I</p> <p>I/R</p> <p>I/R</p> <p>I/R</p>		
General Circumstances	An understanding of and commitment to Equal Opportunities and the ability to apply this to strategic work and day-to-day situations	A/I		

Safeguarding	Responsibility and accountability for Safeguarding and promoting the welfare of children and young people	A/I		
	Awareness of current legal requirements, national policies and guidance on the safeguarding and promotion of the well-being of children and young people	A/I		
	Able to recognise indicators that may lead to concerns and to take immediate action	A/II		
	Is committed to ensuring the safeguarding and well-being of children and young people and takes appropriate action where necessary	A/I		
Factors not already covered	Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010	M		

Evidence to be gleaned from:

- A Letter of application and application form
- I Interview process
- R Reference