



Unsworth
Primary School



Teaching Assistant Level 2 for SEND Support

Candidate Pack



Part of the
Oak 
Learning Partnership

Please visit our school website for further information.
<https://www.unsworth-primary.co.uk/>

Welcome from the Headteacher

Dear Candidate,

A very warm welcome to Unsworth Primary School. We hope that this pack provides you with all the information you need. My name is Jo Grundy and I am proud to be the new Headteacher and feel honoured that I have been chosen to continue and build upon the success the school has already achieved.

Unsworth Primary School is a warm and caring place that provides children with a happy and stimulating environment in which they can learn, develop and achieve. A committed staff team work hard to encourage the children to enjoy learning, achieve their best, behave well, support each other and grow in confidence to become outstanding citizens.

Our school offers a warm and supportive ethos where staff, children and parents work together to ensure all feel happy, safe and cared for. There is a strong belief that each child has their own unique qualities and they take care to bring out these talents, to nurture them and celebrate them together, valuing the contribution each child makes to the community.

At Unsworth Primary School there are 5 core values that were chosen by all of the community. The values are: Happiness, Honesty, Friendship, Respect and Learning, and they are weaved throughout all that they do.

Mission Statement - the school community is committed to providing a safe, secure and stimulating learning environment where personal achievement and respect for the individual is valued.

Unsworth work together to build an understanding of one another and look to develop the self-esteem of every child.

School Aims are:

- To create a happy and caring school for all our children
- To provide a welcome for parents, governors and members of the wider community
- To celebrate the individual contribution of every child
- Helping each child to develop confidence in themselves and have respect for others
- Delivering a broad, balanced and differentiated curriculum that is accessible to all our children
- To encourage all members of the school community to be fully committed and involved in the life of the school
- Developing positive learning partnerships between home and school
- To have high expectations of every child enabling them to reach their full potential
- Creating a lively and stimulating learning environment
- Communicating our Mission Statement and Aims to all members of our school community

Visits to the school prior to application are both welcomed and encouraged. Please contact the school business manager on **0161 766 4876** or email the HR Department at recruitment@oaklp.co.uk to arrange an appointment. Please visit the school website for further information: www.unsworth-primary.co.uk

Jo Grundy

Headteacher of Unsworth Primary School



Unsworth
Primary School

“Unsworth is a nurturing and caring community dedicated to keeping children safe and happy.”

Teacher at Unsworth
Primary School



Teaching Assistant Level 2 for SEND Support

Salary: Grade 6, SCP 6, actual salary £15,225

Hours: 30 hours per week, term time only

Closing Date: 9.00am, Thursday 1st June 2023



Required for as soon as possible

The Trust, on behalf of Unsworth Primary School, are seeking to appoint a highly motivated and enthusiastic Teaching Assistant Level 2 for SEND Support who can join a team of dedicated professionals. You will be part of an excellent team and will be given extensive support to develop to your full potential both in this role and beyond.

We are looking for someone who:

- Can support individual pupils with SEND and liaise with members of the SEND support team.
- Is able to work under direct instruction of the class teachers and the SENCo to undertake work, care and support programmes to enable access to learning for pupils with a statement of Special Educational Needs or an Education Health Care Plan.

In return we can offer you:

- An opportunity to work within an inclusive and values driven organisation.
- Extensive support to develop your potential in this forward-thinking trust at an exciting time in our development.
- An opportunity to be part of a team of welcoming, dedicated and hardworking individuals.
- A true commitment to Continuing Professional Development with access to over 180 courses via the National College.
- Healthcare in the palm of your hand with Medicash, a Health Cash Plan that is paid for by the Trust and gives access to a range of benefits to support your wellbeing including:
 - Covering the costs towards optical, dental and alternative therapy treatments such as Reflexology, Reiki and Indian head massage.
 - Health screening, discounted gym memberships and a large range of retail discounts.
 - Support with mental health, including access to 8 in person counselling sessions.
 - Virtual GP - Accessible by smart phone or computer, same day appointments available at a time that suits you.
 - Children can be added for free and share your Medicash benefits.

How to Apply

Closing Date: Thursday 1st June 2023

Applicants must have relevant qualifications and experience, please ensure that you meet the person specification before applying.

We are committed to **equality** of **opportunity** for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.


Appointment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service and references. The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Please do not send CVs. We would welcome applications as soon as possible, the final deadline is 9.00 am, on Thursday 1st June 2023, however applications that arrive earlier than this date will be considered as and when we receive them. Please note, we reserve the right to close this vacancy early if we receive sufficient applications for the role.

Applications should be completed via our vacancy portal:

<https://vacancies.oaklp.co.uk/>





"Unsworth is an exciting and rewarding place to work where the inclusion of all children is at the heart of everything we do."

Teacher at Unsworth
Primary School

Teaching Assistant Level 2 for SEND Support

Salary: Grade 6, SCP 6, actual salary £15,225
Hours: 30 hours per week, term time only
Closing Date: 9.00am, Thursday 1st June 2023



Job Description

Normal place of work: Unsworth Primary School, although you may be asked to contribute towards Trust wide projects.

Normal working hours: Monday to Friday 9:00am – 3:30pm

The post is 30 hours per week term time only.

Responsible to: Class Teacher and SENCo

PURPOSE OF THE POST

- To work under the instruction and guidance of class teachers and the SENCo to undertake work, care and support programmes to enable access to learning for pupils with a statement of Special Educational Needs or an Education Health and Care Plan.

DUTIES AND RESPONSIBILITIES

Support for the Pupil:

- Supervise and provide specific support for a pupil with an EHCP, ensuring their safety and access to learning activities.
- Assist with the development and implementation of Learning Plans and Personal Care programmes.
- Establish constructive relationships with pupils and interact with them according to individual needs.
- Promote inclusion and acceptance of all pupils.
- Encourage pupils to interact with others and engage in activities led by the teacher.
- Promote self-esteem and independence.
- Provide feedback to pupils in relation to progress and achievement under the guidance and direction of the teacher.

Support for the Teacher:

- Provide clerical/administration support (e.g., photocopying, collecting money etc).
- Assist with the display of children's work.
- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans.
- In liaison with the teacher, use strategies to support pupils to achieve learning goals.
- Assist the teacher with the preparation of teaching and learning materials and subject matter.
- Monitor pupil responses to learning activities and accurately record pupil achievement/progress as directed.
- Provide detailed and regular feedback to teachers on pupils' achievement, progress, problems etc.
- Undertake routine marking of pupils' work.
- Promote good pupil behaviour, dealing promptly with conflict and incidents and encouraging pupils to take responsibility for their own behaviour in line with established school policy.
- Establish constructive relationships with parents/carers.

Support for the Curriculum:

- Undertake structured and agreed learning activities/learning programmes, taking into consideration pupil learning styles. Adjust activities according to pupil responses/needs.
- Undertake programmes linked to local and national learning strategies e.g., literacy, numeracy, recording achievements and progress and feeding back to the teacher.
- Support the use of ICT in learning activities and develop pupils' competence and independence in its use.
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use.

Support for the School:

- Be aware of and comply with school policies and procedures relating to child protection, health, safety and security, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned).
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the school ethos, aims and development.
- Appreciate and support the role of other professionals.
- Attend relevant meetings as required.
- Participate in training and other learning activities and performance development as required.
- Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of a teacher.

Teaching Assistant Level 2 for SEND Support Person Specification

CRITERIA	Experience, Qualifications and Training: On their application form, candidates will demonstrate that they have the following training, qualifications and school experience:	
ESSENTIAL		DESIRABLE
<ul style="list-style-type: none"> • NVQ 3 in Teaching Assistance or equivalent qualification. • At least two years' experience of working with children within EYFS/KS1 and/or KS2 in a school or Early Years setting. • Experience of working with pupils with Special Educational Needs. • Experience of using ICT to support learning and understanding of other basic technology (computers, iPads, photocopier etc.). 		<ul style="list-style-type: none"> • Training in relevant learning strategies in particular literacy, numeracy, SEN/D and safeguarding. NB Safeguarding training is a requirement for all school staff every 3 years. • Experience of resources preparation to support learning programmes.
CRITERIA	Ability, Skills and Knowledge: In their statement of suitability and during the selection process, candidates will demonstrate that they have the following ability, skills and knowledge:	
ESSENTIAL		
<ul style="list-style-type: none"> • Ability to work effectively within a team environment, understanding classroom roles and responsibilities. • Ability to build effective working relationships with all pupils and colleagues and to be flexible. • Ability to work with children at all levels regardless of specific individual need. • Good personal numeracy and literacy skills. • General understanding of national/EYFS curriculum and other basic learning programmes/strategies. • Basic understanding of child development and learning. • Understanding of relevant policies/codes of practice and awareness of relevant legislation. • General awareness of inclusion especially within a school setting. 		
CRITERIA	Personal style and behaviour: In their statement of suitability and during the selection process, candidates will explain how they have they demonstrate their personal style and behaviour:	
ESSENTIAL		
<ul style="list-style-type: none"> • High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements. • Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners. • Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work. • Able to improve their own practice through observations, evaluation and discussion with colleagues. • Ability to work collaboratively with colleagues, and carry out role effectively, knowing when to seek help and advice. • Ability to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning. • Willingness to participate in relevant training and development opportunities including Professional Activity Days at the school. 		

Inclusion is at the
heart of our trust

Introduction to Our Trust

Dear Candidate,

Thank you for your interest in this post at Unsworth Primary School, which is a member of Oak Learning Partnership.

Our trust is a cross phase partnership which consists of primary, special and secondary schools. We have a vision to create a family of world-class schools who transform the lives of young people. The shared principles of our schools have aligned ways of working whilst still retaining their individuality. We are ambitious, supportive of one another and we look to achieve excellence in inclusive education. 'Inclusion is at the heart of our trust'.

Our schools work closely with one another: they collaborate with purpose, support each other, and share collective systems across both educational and business provisions. But it's also important to us that each school has their own identity and individuality. We make sure we focus on impact and ensure clarity and consistency from our leaders, always making sure common sense is at the heart of our decision making.

One of our shared principles is 'our people matter', we understand that we can only achieve our vision by recruiting the right people and providing them with the support, training and time they need in order to allow them to flourish and be the best they can be. Whatever role an individual undertakes within our organisation, they are contributing to our collective aim of transforming lives. We invest heavily in our people ensuring they feel valued and their well-being is always considered. We understand that if staff feel valued and if the impact they are having is recognised, they can perform at their best.

We are laying strong foundations for growing the Trust and with this, will come multiple development opportunities for our staff. We are committed to making a difference on a wider scale, whilst continuing to build on our current strengths. Above all we are a values driven organisation and we are passionate about doing things in the right way with deep integrity.

If you want to make a difference to young people, want to work in a values driven environment, and this role applies to you, we would love to hear from you.

James F-Smith

James Franklin-Smith
CEO of Oak Learning Partnership

Oak 
Learning Partnership

oaklp.co.uk



Our Shared Principles

We expect all staff at Oak Learning Partnership to embrace our Shared Principles:



Values-Driven

We are a deep-rooted values-driven organisation and we are passionate about working with integrity and honesty, showing respect and kindness for everyone while ensuring we deliver the best education for our pupils. We understand that by creating environments with strong core values everyone thrives.

All of our schools have their own core values which are taught and lived. These are important to us as they feed into our values-rich wider trust family. We also recognise that each school's core values are an important part of their individual identities.



An Exceptional Education for All

Central to our vision as a partnership of schools is our aim to run exceptional schools which deliver excellent outcomes for all learners. We are an organisation which is a beacon for strong inclusive practice. We share a common language around the curriculum and pedagogy. Our schools tailor their approach according to their context. We provide a framework of educational support centrally which helps our schools in their improvement journey. The staffing structure allows us to be flexible in the models of support which we can offer, and we can create new models of support that work for individual schools.



Identity and Individuality

We are passionate about working in partnership as a group of schools, working together to increase capacity and creativity for all. We recognise the collective benefits that this collaborative approach brings. We are also committed to each of our schools having autonomy in many aspects of their work and we are resolute that each school will retain its own identity and protect its history. Leaders in our schools are well-supported and we understand that their autonomy and accountability are vital factors in securing the strong performance of their schools.



Our People Matter

We ensure that our people are highly valued. We are committed to developing people at all levels. Whilst experience and qualifications can be important, our priority is recruiting people who want to make a difference, who share our values and vision, and who have the right attitude. We invest in the professional development of our people, offering opportunities across our schools. We value all of our people; our passion for inclusion is reflected not only across learners but across staff and we ensure that we support their well-being.




Collaborate with Purpose

Our strength comes from our alliance of primary, secondary and special schools and we look to learn from one another. Our schools are committed to collaboration both within our group of schools and outside, and where approaches are having an impact these are shared and applied to other contexts within the partnership. Our schools actively support one another and so all benefit from the partnership. Strong central systems provide high quality support for all schools.



Focus on Impact

We concentrate on the things that work rather than merely ticking boxes. We recognise that more often than not, keeping things simple and doing them consistently well makes the biggest difference. Our centralised support around business functions allows school leaders to focus on their core purpose - delivering an exceptional education.

A close-up photograph of a young boy with short brown hair, wearing a dark blue sweater, playing a violin. He is looking intently at the instrument. The background is a library with bookshelves filled with books. A teal circular graphic is overlaid on the right side of the image, containing a quote and the name of the staff member.

“Our Trust is a really supportive and friendly place to work. Whilst crossing from site to site I get a strong feeling that we are a Trust of schools working with and for each other.”

Member of our Trust
Estates and Facilities
staff

At Oak Learning Partnership, we value our staff highly and recognise their contribution with a series of benefits and incentives.

Find out more on our website: <https://oaklp.co.uk/>

Staff Benefits



CPD Opportunities

We are committed to helping our staff keep their skills and knowledge up to date.



Tech Scheme

Tech scheme through techscheme.co.uk



Cycle Scheme

Cycle scheme through cyclescheme.co.uk.



Medicash Health Cash Plan

An easy-to-use health insurance package provided by Oak Learning Partnership.



Medicash Wellbeing Services

Oak Learning Partnership values staff wellbeing and offers comprehensive and positive resources for staff.



Medicash Gym and Health Club Discounts

Oak Learning Partnership supports an active and healthy lifestyle for our staff.



Medicash Extras

Exclusive discounts available on shopping, travel, entertainment, and more.



On Site Parking

On site parking is available for staff with level access to the building.



Chartered Membership

All teaching staff can subscribe to The Chartered College of Teachers through the Oak Learning Partnership.



Childcare Voucher Scheme

Salary sacrifice childcare voucher scheme With KiddiVouchers.



O2 Open

O2 Open offers discounts on Airtime and Devices for all Oak Learning Partnership Staff.



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Blackley Close

Unsworth

Bury

Lancashire

BL9 8LY

0161 766 4876

recruitment@oaklp.co.uk

www.unsworth-primary.co.uk



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