



TEACHING ASSISTANT LEVEL 2 SEMH



Sawston
Village College

Candidate Information Pack



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Welcome from the Chief Executive Officer

Thank you for your interest in the position of Teaching Assistant Level 2 SEMH at Sawston Village College, part of Anglian Learning.

We are an ambitious, outward looking school trust consisting of six secondary schools and nine primary schools, the latest to join our community being the new Marleigh Primary Academy which opened in September 2022. While each of our academies retains very clearly their own identity and ethos, we are collectively passionate in our belief that all young people deserve to have access to an outstanding education, and which crucially enables them to thrive in the local, national, and global communities in which they live.

Anglian Learning has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes, but equally open to new ideas and alternative perspectives. We also firmly believe that our most important resource is our people, and if you apply and are successful in your application, we promise to develop and support you in your career, as well as providing a caring, friendly environment in which to work.

For an informal discussion regarding this role, please contact Louise Milne, HR Manager, on jobs@sawstonvc.org.

I hope that you find the following information useful. If you wish to visit our school or make an application for this vacancy, please see contact information within.

We look forward to hearing from you.

Yours sincerely



Jonathan Culpin
Chief Executive Officer



Anglian Learning

Our mission is to build an innovative partnership of academies that excites, inspires, and empowers our people – pupils, staff, and the community in which we work - to be the very best they can be, to have the confidence to think creatively, and embrace new challenges. Through this we will seek to support and inspire our young people to be dynamic learners who will live, grow, and thrive in the local, national, and global community in which they live and will work.

Currently, the Trust educates more than 8000 pupils and employs over 1000 members of staff in 15 schools across three counties, with a 16th school due to open in September 2024. Several of our schools provide adult education opportunities, reflecting our commitment to lifelong learning and we also operate our own sport centres, under the banner of Anglian Leisure. We are recent winners of the NGA Outstanding Governance Award; have a unique partnership with Arts Council England, reflecting our commitment to arts education; and are one of the eight National Creativity Collaborative pilot hubs. We are strategic partners in the local teaching school hub, working closely to provide with other trusts to provide professional qualifications in addition to own very extensive professional learning programmes.

We provide school improvement support to our schools, alongside finance, human resources, ICT, and estates support. Many of our leaders, teachers, and professional services staff are involved in networks across the Trust to share best practice and build skills and knowledge, with some taking on cross-trust leadership positions.

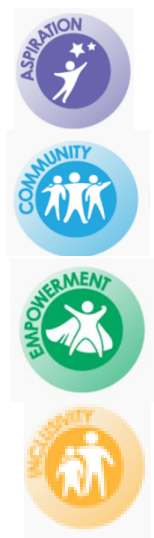
Our most recent staff survey indicated that a high proportion of staff:

- ✓ Feel as though they belong within Anglian Learning
- ✓ Agree that they are provided with relevant opportunities for professional development
- ✓ Feel that there is a positive culture of psychological safety within their school
- ✓ Have high levels of job satisfaction and happiness at work
- ✓ Would recommend our organisation as a great place to work
- ✓ Almost all staff who responded to the survey feel part a team within their school and can rely on colleagues for support when needed.

The core Vision of Anglian Learning is to enable:

Dynamic, empowered learners who thrive and lead in their communities: locally, nationally, and globally.

Our four core values and principles guide our work to achieve our vision:



Aspiration

We are ambitious for ourselves and all those in our community to be the best we can be

Community

We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together

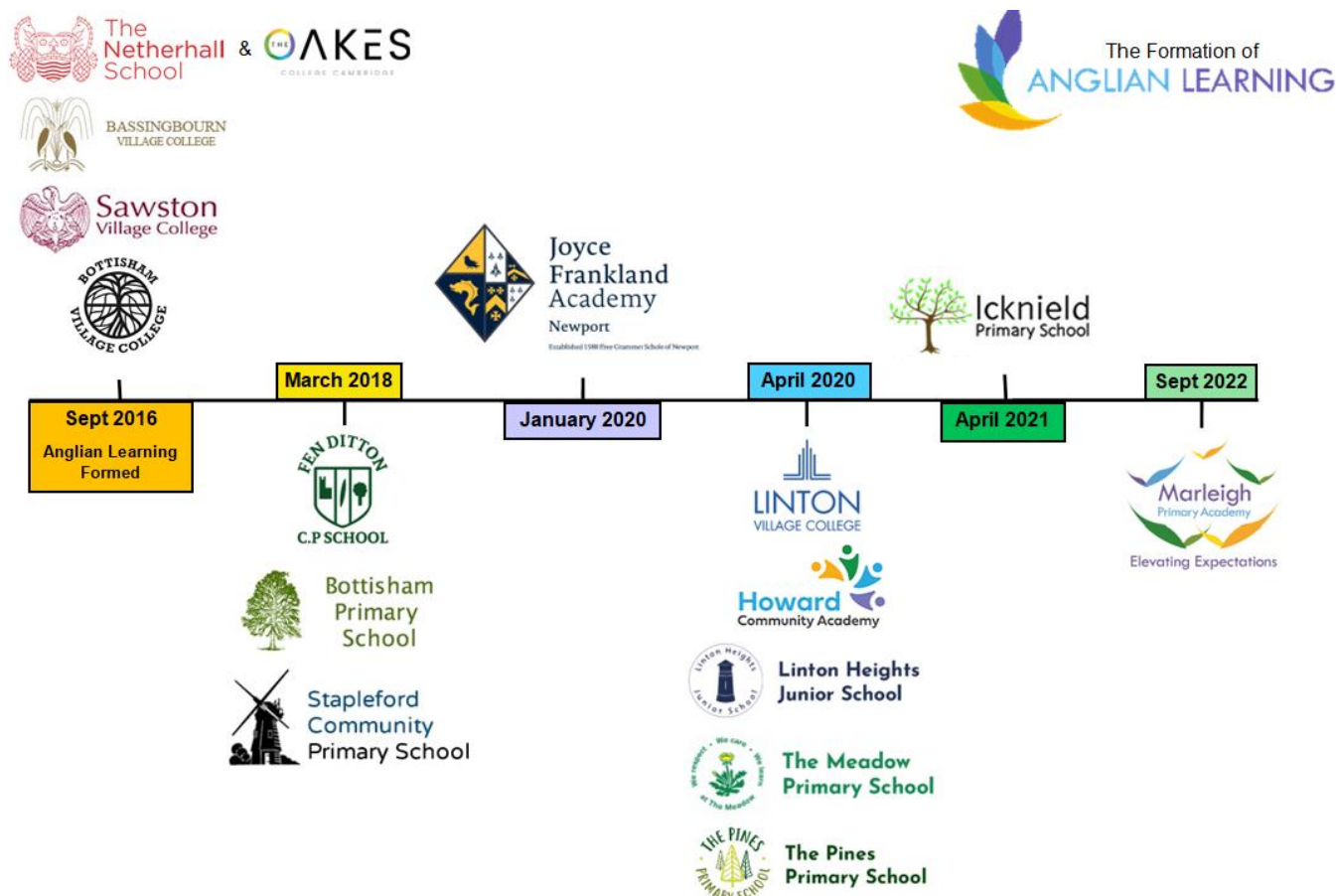
Empowerment

We enable our academies, staff and learners to embrace new ideas and think creatively

Inclusivity

We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds

This is our Anglian Learning community. It is an exciting time to join our growing Trust.



We are committed to providing outstanding academies which are a source of pride for the communities that they serve.

We aim to achieve this by raising the educational attainment of all our young people and using the collective energy and cross-school educational fertilisation within the Trust to improve life chances by:

- Developing a dynamic and inspirational culture for teaching and learning excellence.
- Providing pupils with stimulating and valuable enrichment opportunities across the curriculum.
- Building a curriculum and assessment structure that will enable teachers, pupils, and parents to celebrate success and respond swiftly to challenge.
- Encouraging innovation and risk-taking through a focus on research and best practice locally, nationally, and internationally.
- Promoting, enabling, and supporting leadership at all levels to flourish in individual schools and across the Trust.
- Providing high quality professional learning opportunities for staff at all levels in the Trust



Sawston Village College

Thank you very much for your interest in a position at Sawston Village College. We sincerely hope that the information below and enclosed within this pack will encourage you to apply to our friendly and vibrant school.

We are a very welcoming and highly successful school, one in which all staff are valued and all contribute to our strong caring ethos. The College is listed in the top ten state secondary schools without a sixth form in the UK (The Sunday Times, 2023). Pupils are at the centre of all that we do but we can only succeed when all professionals work together, collaboratively and supportively, to ensure a positive, safe and calm learning environment in which all pupils can thrive. We ensure our staff have the resources, development and opportunities to fulfil their roles and responsibilities. Staff wellbeing is vital to our success and we consider workload and the working environment very carefully.

Sawston Village College is an inclusive, comprehensive 11-16 academy, set on a picturesque open campus, a few miles south of the culturally iconic and aspirational city of Cambridge. It was the first purpose-built Village College in England and we are proud of the fact that it is still heralded as a model for community education and remains true to Henry Morris' founding principles. Many members of the local community visit each week to participate in learning, sporting or leisure activities. We are also proud to be a founding member of the Anglian Learning Trust, a family of like-minded schools serving over 5500 pupils from ages 3-19 in this region. The Trust affords us opportunities to learn from each other, prosper from outstanding leadership development and build strong professional networks to achieve ambitious objectives.

Our focus is the achievement and wellbeing of our 1172 pupils within a school culture based on community, ambition, respect and endeavour. In 2022, the College achieved above national averages at all levels including 63% gaining grade 5+ in English and Maths, 44% at grade 7 or above across all subjects and a progress score of +0.4. In 2019, we were in the highest quintile for all measures. Pupils secure their preferred post-16 pathway having achieved grades significantly well above average. Academic success, of course, is only one measure and, as an Artsmark accredited school, we are equally proud of our extensive extra-curricular offer as well as our aim to help all pupils leave with confidence, enriched experiences and hope for the future. Our code of conduct demands that our pupils also understand and appreciate the need for kindness, humility, politeness and good grace.

This success is based upon the following key principles. Firstly, a firm commitment to the belief that all pupils, regardless of ability or background, are able to achieve their potential and have the best opportunities to succeed in education, employment and life. Secondly, a determination to recruit, develop and retain the very best staff, by providing varied and exciting personalised opportunities for professional development, and a caring, supportive environment with an emphasis on teamwork, collaboration and staff well-being. Thirdly, a firm conviction that teaching and learning can only flourish where pupils are well behaved and respectful. Therefore, we have very high expectations and set exacting standards enabling staff and pupil to feel safe and happy. We provide outstanding pastoral care of our young people. Each pupil is a member of a vertical tutor group and a House. Non-teaching pastoral leads work very closely with our inclusion team, safeguarding team and SLT, to ensure that all pupils are known, valued, cared for and encouraged to do and be the best they can. We pride ourselves on the professionalism of our staff and our commitment to ethical leadership; as role models for the young, how we behave as leaders is as important as what we do.

Sawston Village College is a highly professional and exceptionally friendly, caring and enjoyable place in which to work and teach. During these turbulent times, we are keen to recruit people with resilience, adaptability and optimism for a better future. Above all, we are looking for staff who take pride in their work, enjoy the company of children and can harness the power of education to transform lives and inspire our future generation.

Thank you, in anticipation, for the time you will give to your application.

A handwritten signature in black ink, appearing to read 'J Russell', written in a cursive style.

Mr J Russell
Principal



Teaching Assistant Level 2 SEMH

Hours: 32.5 hours per week, term time only

Working Pattern: Monday to Friday

Salary: TA Level 2 £21,189-£21,968 FTE (actual salary from £17,766)

Contract Type: Permanent

Location: Sawston Village College

Anglian Learning is a high-performing multi-academy trust responsible for 15 schools in West Suffolk, Cambridgeshire, and Essex, educating over 8,000 pupils and employing more than 1000 staff.

Our vision is for dynamic, empowered learners who thrive and lead in their communities: locally, nationally, and globally. Our schools are at the heart of their communities and as well as providing a broad, rich, and vibrant curriculum to pupils they also provide sporting, community education and other facilities and opportunities to their local community.

We're committed to making Anglian Learning a place where everyone feels valued and has equal access to the opportunities our Trust offers. We are always open to discussing flexible working opportunities or making adjustments to ensure you thrive in your role with us.

The Vacancy

We are seeking to appoint a new Level 2 Teaching Assistant to join our team. The successful candidate will work under the guidance of the SENDCO and HLTA SEMH Lead, supporting pupils with a range of SEND needs to achieve their potential, but with a focus on Social, Emotional and Mental Health. The role will involve delivering agreed interventions; monitoring pupil progress; developing specialist knowledge in SEMH, and offering advice and training to colleagues. The post holder will also undertake the role of co-mentor, working with a small group of young people to help build their aspirations and support their achievement. A willingness to work as part of a large, friendly, flexible and supportive team is essential.

Our Teaching Assistants play a vital role in the College's success. They contribute extensively in and beyond the classroom and are a friendly team of skilled professionals. Their work enables young people to flourish and achieve their potential in mainstream classes and in our on-site inclusion facility, Compass House. Our pupils have a variety of needs and so training is vital and we share our skills and experiences daily. The role of the TA is challenging but ultimately rewarding.

Employee Benefits

Anglian Learning offers the following benefits to staff.

- Teachers: Teachers' Pension Scheme
- Career Average Revalued Earnings Pension Scheme (CARE)
- Free membership to all [Anglian Leisure](#)'s Sports Centres - Bassingbourn, Bottisham, Sawston, Joyce Frankland, Linton and Netherhall
- 20% Discount on Adult Education Classes run by Anglian Learning Schools
- Employee Assistance Programme via Health Assured
- Cycle To Work Salary Sacrifice Scheme
- Discounted Eye Care Vouchers
- Annual Flu Jab Vouchers

Application

If you would like to arrange a visit to our school please contact the HR team at jobs@sawstonvc.org.

To apply for this vacancy please complete the application process via My New Term, outlining how your skills and experience will enable you to be successful in this role. Please note that CVs will not be accepted.

If for any reason you cannot apply via My New Term and need to apply via an alternative accessible format, please do contact us to arrange by emailing jobs@sawstonvc.org.

Closing Date: Monday 5 June 2023 at midnight
Interview date: Friday 9 June 2023
Start date: As soon as possible, subject to pre-employment checks

Anglian Learning is committed to safeguarding and promoting the welfare of young people and vulnerable adults. We expect all staff to share this commitment and those in regulated activity will be subject to an Enhanced DBS Check and online checks. Certificate of Good Conduct and other applicable checks may be requested.

This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: www.anglianlearning.org.

We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Flexible working will be considered for all roles deemed suitable.

Please note the photo(s) of pupils attached to this notice were used under the legal ground of consent, for the purpose of preparing publications that promote the school.



Teaching Assistant Level 2 SEMH – Job Description

Salary	Teaching Assistant Level 2
Hours	32.5 hours per week, term-time only Working pattern 8.15 am to 3.15 pm Monday to Friday including a 30-minute unpaid break each day
Pension	Local government pension scheme
Disclosure Level	Enhanced DBS with children's barred list check
Location	The post holder will be based at Sawston Village College
Responsible to	SENDSCO / HLTA SEMH Lead
Job Purpose	<p>To work under the guidance of the SENDSCO and HLTA SEMH Lead to implement agreed interventions for identified SEND pupils, to further support their development of emotional resilience and self-regulation. To monitor their progress: assessing, recording and reporting on their progress in this area, offering advice to staff working with the child on adaptations and strategies to support them. To work alongside the inclusion and pastoral team in supporting identified SEND pupils with learning, emotional and social difficulties in order for them to achieve their potential. To support pupils with a range of SEND needs but with a focus on Social, Emotional and Mental Health.</p> <p>To develop some specialist knowledge in particular areas of SEMH, for example ASD, ADHD and provide training to other team members within the SEND department.</p>

Key Responsibilities	
Support for learners	<ul style="list-style-type: none"> • To understand the emotional and social needs of SEND pupils with a specialist knowledge of SEND which impacts SEMH. • Support identified pupils develop strategies and effective approaches to help them manage their social, emotional and mental health difficulties. • Support the early identification and support of pupils with SEMH difficulties. • Work with individuals and groups of pupils when directed and to monitor and review the impact of specific programmes being used as part of the SEND Department Assess, Plan, Do, Review process. • Increase pupils' confidence, self-esteem, attendance and standards of achievement, promoting the inclusion and acceptance of all pupils. • Contribute to specific information and strategies on Student Information Sheets and provide up-to-date targets and strategies. • Follow the advice of outside agencies e.g. EP, speech therapists, specialist teachers together with the pupil to devise strategies to support the pupil in the classroom. • Promote independence and employ strategies to recognise and reward achievement and self-reliance

Support for the curriculum	<ul style="list-style-type: none"> • Undertake structured and agreed learning activities/programmes adjusting activities according to pupil need. • Provide feedback to the teacher/SENDCO/pastoral staff on progress and achievement of intervention programmes. • Provide targeted SEMH intervention to enhance engagement in learning and improve attainment. • Share approaches and resources with TA colleagues and contribute to training sessions where appropriate. • Monitor the impact of SEMH interventions on a termly basis and record progress and attainment, adjusting groups and teaching strategies as appropriate.
Support for the teacher	<ul style="list-style-type: none"> • Complete reports on pupil progress and give regular feedback regarding pupil progress, achievements and difficulties. Provide objective and accurate feedback supported by appropriate evidence. • Communicate with subject teachers to discuss and agree support strategies, differentiation and targeted intervention using specialist knowledge of SEND that impacts teaching and learning and SEMH. • Organise the learning environment and develop appropriate resources as required. • Listen, support and discuss issues sensitively with parents/carers under the guidance of the SENDCO.
Support for the school	<ul style="list-style-type: none"> • Develop and maintain effective working relationships with other staff and parents/carers. • Support the delivery of training to staff in the development of SEMH interventions and specific SEND. • Contribute to the development of newly appointed Teaching Assistants acting as a mentor on best practice and methods of overcoming difficulties. • Raise the profile of targeted pupils through regular dialogue with staff regarding the on-going progress, potential difficulties and strategies to support. • Promote the inclusion and acceptance of children with special needs within the classroom ensuring access to lessons and their content through appropriate clarification, explanation and resources. • Liaise with staff to track, monitor and evaluate the progress of identified children. Undertake baseline assessments and regular evaluations to track impact of interventions and identify potential barriers to learning to inform future intervention. • Contribute to Student Information Sheets with numeracy specific information and strategies to support targeted SEND pupils. • Be aware of and comply with policies and procedures related to child protection and safeguarding, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person. • Contribute to the aims and ethos of the school. • Attend relevant meetings as required. • Participate in training and other learning opportunities as required. • Take an active role in appraising own work against agreed targets in accordance with the school's appraisal system. • Accompany teaching staff and pupils on visits, trips and out of school activities as required. • Undertake shared pastoral responsibility for a mentor group as a co-mentor. • Support additional in school activities as a staff house member. • Contribute to the maintenance of a safe and healthy environment, particularly for pupils with Physical Disabilities. • Complete any other tasks at the request of the SENDCO or Principal.

Health & Safety

All employees have general health and safety responsibilities both under criminal and civil law. Staff must be aware that they are obliged to take care of their own safety and health whilst at work along with that of others who may be affected by their actions (Section 7 Health and Safety at Work Act 1974).

Teaching Assistant Level 2 SEMH – Person Specification

Experience	Experience of working in a school or college context	Essential
	Experience of working in a classroom	Essential
	A working knowledge of relevant policies/the SEND Code of Practice	Essential
Skills, Knowledge and Aptitudes	Ability to plan, prepare and deliver effective actions for pupils at risk of underachieving due to their SEND	Essential
	An understanding of SEND which impacts SEMH and strategies that are provided to support pupil wellbeing, resilience and good mental health	Essential
	A high level of organisational ability	Essential
	Ability to work well with other colleagues	Essential
	Ability to communicate effectively with staff and pupils	Essential
	Ability to learn quickly	Essential
	Ability to work independently	Essential
	Ability to maintain confidentiality	Essential
	An interest in education	Essential
	Good knowledge of ICT to support learning	Essential
	Flexibility in relation to tasks carried out	Essential
	Ability to self-evaluate personal learning needs and actively seek out learning opportunities	Essential
	Able to converse at ease with members of the public (i.e. staff and pupils), answer questions and provide advice in accurate written and spoken English	Essential
Qualifications and Training	Educated to GCSE Level with a good standard of literacy and general education	Essential
	GCSE grade C+/ 4+ in English and Maths	Essential
	School support staff qualification	Desirable
Personal Attributes	A commitment to safeguarding and promoting the welfare of children	Essential
	Energy and enthusiasm	Essential
	Confidence	Essential
	Resilience	Essential
	Good sense of humour	Desirable
	Ability to remain calm in difficult situations	Essential

	Ability to work as part of a team	Essential
	Excellent attendance and punctuality	Essential
	A liking and respect for young people	Essential
	Appropriate professional relationship with colleagues and children	Essential



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Anglian Learning

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