

Further Particulars for Teaching Assistant (Level 3)

The School in Outline

Based in the centre of Liverpool, our primary school, sponsored by The Liverpool Institute for Performing Arts, opened in September 2014. We provide children with a broad and balanced curriculum and have a particular focus on project-based learning and the creative and performing arts. We currently have 364 children from Reception to Year 6.

Our Ethos

The LIPA Primary School aims to be a dynamic, caring school, with a core focus on learning through the performing arts.

In a disciplined, aspirational and stimulating environment, motivated teachers are expected to stretch and challenge pupils, ensuring they succeed and develop a rounded character.

Our balanced and rigorous curriculum is intended to inspire pupils to become critical thinkers, lifelong learners and passionate about the performing arts.

The School aims to:

- Motivate young people and raise their confidence and self-esteem;
- Increase their future employability;
- Develop their skills of communication and of social interaction;
- Encourage cultural tolerance and understanding;
- Promote a sense of social responsibility;
- Promote inclusion and combat exclusion in a world of rapid social and economic change.

Our Rationale

We aim to meet three educational, social and economic needs in Liverpool. These include:

- Poor levels of educational achievement and attainment, together with high deprivation, child poverty, high unemployment and low household income, which affect future life chances and work prospects for many children in Liverpool today;
- Expected future growth in the number of primary aged school children;
- Lack of early access to participation in the Creative Arts for primary school children.

Our Objectives

- To ensure that children leave us with a high level of competency in literacy and numeracy.
- To give children a rich, broad, balanced and differentiated Creative Arts based curriculum, well-matched to their age, ability, interests and needs and, if appropriate, special educational needs.
- To increase children's knowledge, skills and understanding, as they grow and develop.
- To have a curriculum which is well-planned and structured to ensure that learning is progressive and challenging.
- To engage each child's interest by offering engaging experiences which extends their creative learning, challenges their imagination, values originality and motivates them to learn more.
- To offer our children exciting and first-hand experiences through Creative Arts and other related disciplines to reinforce and extend their learning.
- To raise our children's aspirations and confidence; enabling each one to become a strong communicator, who is sensitive to others and who celebrates diversity and creativity.
- To promote pupils' strong progression on to secondary education.

The School Website

Further information about the School can be found on our dedicated website:
<http://www.lipaprimary.org/>

Further information about LIPA generally can be found on the LIPA website:
<http://www.lipa.ac.uk/>

Job Descriptions

A detailed job description is available for this post.

We need an experienced, ambitious and aspirational Teaching Assistant who will work closely with our Head Teacher and other teaching staff to develop outstanding provision.

Person Specifications

A detailed person specification is available for this post. Remember: you must ensure that your application specifically addresses the requirements of the person specification.

We wish to appoint a highly motivated and creative Teaching Assistant to join our teaching team. If you are excited by innovation and challenge, are energised by opportunities to develop and share your practice whilst learning with our team and from the children you work with, then we look forward to hearing from you.

Conditions of Service

Teaching Assistant – Level 3 is a 37.5 hours per week, 38 weeks term-time plus 5 inset days, £16,522 - £17,282 p.a. (equivalent to £19,209 - £20,092 p.a. pro rata).

All other terms and conditions of service are in line with the LIPA educational group.

Holidays

Our holiday year runs from 1st September to 31st August.

The nature of this term-time only contract is such that you are not permitted to take annual leave during Primary School term time. Your pro rata annual leave entitlement (including that for efficiency days and bank holidays), is therefore converted to pay and this forms part of your annual/monthly salary.

Exclusivity of Service

We require all full-time employees to devote their whole working time service to the work of the School.

However, you may undertake other employment provided that this does not conflict or react detrimentally to our business. No employee may engage in any other business or take up any other additional employment without the prior consent of LIPA's Founding Principal/Chief Executive.

Grievance

A formal Grievance Procedure exists for all staff who have a grievance relating to their employment.

Disciplinary Procedure

We expect reasonable standards of performance and conduct from its employees. Details of the Disciplinary rules and procedure form part of the Staff Handbook.

Probationary Period

Twelve months from first appointment, although this may be extended where circumstances so dictate.

Termination of Employment

One months' written notice on either side in the first year of appointment then two months' notice on either side after you have completed your first year.

Staff Appraisal

The post-holder will be required to participate in our performance and professional development review scheme.

Pensions

You will automatically be enrolled into the LIPA Group Personal Pension Scheme, subject to its terms and conditions from time to time in force.

Safeguarding and Safer Recruitment

Our school is committed to safeguarding and the welfare of children, and applicants will be subject to full employment checks required by the DfE, including an enhanced DBS disclosure, with a Barred List check.

Our key safeguarding policies can be found on our Primary School website:
<http://www.lipaprimary.org/policies/>

The successful candidate must be able to obtain DBS clearance. We reserve the right not to formally appoint a prospective employee unless we receive DBS clearance that is satisfactory to us.

Health and Safety

In accordance with the terms of the Health and Safety at Work Act 1974, each new member of staff is given a copy of the Institute's Health and Safety Policy and formal training will be provided as part of the induction programme.

Equality & Diversity Policy

Our Equality and Diversity Policy is seen as a means of achieving equality of opportunity for all our students and staff, actual and potential, as well as visitors. We welcome and accept our responsibilities under the various Acts of Parliament and other relevant legislation appertaining to this area.

All staff appointed will be expected to promote and implement our Equality and Diversity Policy.

Applications

We will accordingly welcome applications from individuals which will be considered regardless of gender, race, nationality, religious belief, disability, marital status, sexual orientation, carer status, appearance or age.

Applications must be received by the closing date specified. **CVs will not be accepted.**

An acknowledgement will be sent to anyone enclosing a SAE. If you have not heard from us within four weeks of the closing date, you may assume that your application has been unsuccessful on this occasion.

Where to send your application
By Post:
LIPA Learning Group Recruitment c/o Liverpool Institute for Performing Arts Mount Street LIVERPOOL L1 9HF
By e-mail:
recruit@lipa.ac.uk
Closing Date and Time
Thursday 23 rd September 2021 @ 11am
Interview Date
Monday 4 th October 2021
Contact us
You can contact us via e-mail recruit@lipa.ac.uk
Enclosures
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Job description <input checked="" type="checkbox"/> Person specification <input checked="" type="checkbox"/> Application form <input checked="" type="checkbox"/> Guide to Recruitment <input checked="" type="checkbox"/> Recruitment Charter <input checked="" type="checkbox"/> Staff Code of Conduct

Thank you for the interest you have shown in this post