



Vacancy Information Pack

School Name:	Mullion School
Job Title:	Teaching Assistant

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Mullion School

Job Title:	Teaching Assistant
Pay Point / Pay Range:	TPAT Point 4
Full Time Equivalent Annual Salary:	£22,361 FTE
Actual Annual Salary for this Role: Must be calculated please so that candidates can assess future income If you are not sure about this calculation, please seek advice from HR & Payroll	£16,674 per annum
Contract Type:	Permanent
Hours Per Week / Weeks Per Year	Hours – 32.50 hours per week Working Weeks – 39 Paid Weeks – 44.263
Closing Date:	30 November 2023 (we receive the right to interview as applications are received)
Proposed Shortlisting Date:	Applications will be reviewed as they are received
Proposed Interview Date:	TBC

Mullion School is seeking to appoint a Teaching Assistant to work within our SEND team. You will work alongside students during their lessons and social time to support them to be able to access their education. You will support students with a broad range of Special Educational Needs (including communication, social and specific learning needs), and help to remove barriers to their learning and progress. You will join a cohesive and mutually supportive staff team, and will share our commitment to ensuring all children can achieve, enjoy school and have equality of access to education. Prior experience of working with children would be an advantaged. Full training and support will be provided.

To find out more about [insert school name], please visit:	www.mullionschool.org.uk
To discuss this position please contact the Headteacher:	Email – sbennett@mullion.tpacademytrust.org Telephone – 01326 240098
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	sbennett@mullion.tpacademytrust.org

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants	
School Address:	Meaver Road, Mullion, Helston, TR12 7EB
School Telephone Number:	01326 240098
School Email Address:	sbennett@mullion.tpacademytrust.org
Name of Headteacher:	Mrs Michelle Dunleavy
Website Address:	www.mullionschool.org.uk



Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

General Background

Mullion School is located on the outskirts of Mullion Village. We are an 11-16 school with 555 students on role. Our student community spans the Lizard Peninsula with a large number of students travelling to school by bus each day. We serve arguably one of the most beautiful and unique areas of the country. Mullion School is ambitious, creative and inclusive, our students consistently achieve academic excellence. We encourage all students to take an active role in the school, through leadership opportunities, sport, performing arts and enrichment opportunities. The school is a vibrant supportive community and our students are a pleasure to teach and work with every day. Relationships are important to us at Mullion School and you would be joining a strong collaborative team of staff who are passionate about Mullion School. It is an exciting time for the school as we join Truro and Penwith Academy Trust, who have a clear vision for collaboration and school improvement.

Class Organisation

For more information about our class organisation, please see our website:
www.mullionschool.org.uk

Staff Organisation

For more information about our class organisation, please see our website:
www.mullionschool.org.uk

Our Curriculum

For more information about our class organisation, please see our website:
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Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Michelle Dunleavy
Contact Email Address:	sbennett@mullion.tpacademytrust.org
Contact Telephone Number:	01326 240098

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:

Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):

To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.