



**Truro and Penwith  
Academy Trust**

## Vacancy Information Pack

|                     |                    |
|---------------------|--------------------|
| <b>School Name:</b> | Newlyn School      |
| <b>Job Title:</b>   | Teaching Assistant |

| <b>Information Pack Contents</b>       |  |
|--|--|
| Advertisement                          | Provided in this document  |
| School Information for Applicants      | Provided in this document  |
| Welcome to Our School                  | Provided in this document  |
| General Background                     | Provided in this document  |
| Class Organisation                     | Provided in this document  |
| Staff Organisation                     | Provided in this document  |
| Our Curriculum                         | Provided in this document  |
| Safeguarding                           | Provided in this document  |
| Application Information                | Provided in this document  |
| Job Description                        | Attached   |
| Person Specification                   | Attached   |
| Letter from Chair of Board of Trustees | <a href="http://www.tpacademytrust.org/application-packs/">www.tpacademytrust.org/application-packs/</a> |
| Application Form                       | <a href="http://www.tpacademytrust.org/application-packs/">www.tpacademytrust.org/application-packs/</a> |
| Equality and Diversity Monitoring Form | <a href="http://www.tpacademytrust.org/application-packs/">www.tpacademytrust.org/application-packs/</a> |



## Newlyn School

|  |   |
|--|---|
| <b>Job Title:</b>                          | Teaching Assistant                            |
| <b>Pay Point / Pay Range:</b>              | TPAT Point 4                                  |
| <b>Full Time Equivalent Annual Salary:</b> | £22,361                                       |
| <b>Actual Annual Salary for this Role:</b> | £9,117.22                                     |
| <b>Contract Type:</b>                      | Permanent Variable Hours                      |
| <b>Hours Per Week / Weeks Per Year</b>     | 18 hpw / 38 working weeks / 43.699 paid weeks |
| <b>Closing Date:</b>                       | Monday 7 <sup>th</sup> October at 12 noon     |
| <b>Proposed Shortlisting Date:</b>         | Monday 7 <sup>th</sup> October                |
| <b>Proposed Interview Date:</b>            | To be confirmed                               |

Newlyn School are looking for a warm and positive Teaching Assistant to join our team, who has a calm and nurturing yet aspirational mindset. Due to the growth of the school and the changing class structure, we are looking for a dedicated and skilled practitioner to support the provision offered to all children.

The appointed candidate will be flexible and willing to engage with all team members and work across all learning phases, having the hearts of our wonderful learners at the centre of everything we do. Experience in supporting young people with additional needs is desirable, but it is important to have a willingness to learn and grow professionally.

The perfect candidate will have a desire to champion all children ensuring they can always be the best they can be. We are looking for someone with a positive attitude who has creativity in their ability; to be able to design learning opportunities, making them accessible to all children and showing adaptability, dynamically moulding our provision to meet the personalised needs of all of our children.

Our children love experiencing our onsite Forest School, our extensive clubs offer as well as wrap around care. Somebody with the energy to throw themselves into all of school life is important, seeing the strengths in community and collaboration.

Newlyn School is driven to give opportunities to all children to allow them to be the best they can be. We are incredibly proud of our nurturing and inclusive school environment and we welcome a new member to join our growing team. Please seek a personalised tour to see the school with your own eyes!

|   |   |
|---|---|
| To find out more about Newlyn School, please visit:   | <a href="http://www.newlynschool.co.uk">www.newlynschool.co.uk</a>  |
| To discuss this position please contact the Headteacher:  | Email –<br><a href="mailto:lconnolly@newlyn.tpacademytrust.org">lconnolly@newlyn.tpacademytrust.org</a><br>Telephone – 01736 363509 |
| Application packs can be downloaded from:   | <a href="http://www.tpacademytrust.org/application-packs/">www.tpacademytrust.org/application-packs/</a>                            |
| Please email your completed application form and equality & diversity monitoring form by the closing date to: | <a href="mailto:newlyn@tpacademytrust.org">newlyn@tpacademytrust.org</a>  |

Please note that successful candidates will be informed via email.

*Truro and Penwith Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and pre-employment checks, including enhanced DBS clearance and full reference checks with previous employers.*

| <b>School Information for Applicants</b> |  |
|--|--|
| <b>School Address:</b>                   | Carne Road, Newlyn, Penzance TR18 5QA                                    |
| <b>School Telephone Number:</b>          | 01736 363509   |
| <b>School Email Address:</b>             | <a href="mailto:newlyn@tpacademytrust.org">newlyn@tpacademytrust.org</a> |
| <b>Name of Headteacher:</b>              | Lauren Connolly  |
| <b>Website Address:</b>                  | <a href="http://www.newlynschool.co.uk">www.newlynschool.co.uk</a>       |



## 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.

I would like to warmly welcome you to Newlyn School and Stepping Stones the pre-school at Newlyn School. We are a school that values the qualities in everyone, and we celebrate the strengths that our wonderful children bring to our vibrant and inclusive school community.

At Newlyn, the children are the beating heart of our school, and we work to ensure they are happy, confident and have extensive opportunities to prepare them for their successful futures after Pre-School and Primary School.

Our staff are caring, dedicated and passionate about getting the very best from all children, believing that with effort and high aspirations greatness and excellence can be achieved. We are a school that embraces learning through mistakes, harnessing strength in trying again and building resilience with a positive 'can do' attitude. We encourage children to be masterful in their learning and develop their motivation to be life-long learners with a thirst for adventure.

At Newlyn School, we actively promote a positive learning environment that inspires and enriches the learning experiences for all children. Through our engaging and carefully crafted curriculum design, we ensure that all children can foster a passion for learning and curiosity that will help to continue to develop their high aspirations whilst building a lifetime of memories.

We believe in ensuring that children receive a well-rounded curriculum showcasing their individual talents, nurturing these to ensure that all children experience success. We are particularly passionate about Art, Music and Sport. Many of our children have taken the opportunity to learn an instrument and take part in a wide range of sporting activities of which we have many successes. Here at Newlyn we are also very fortunate to run some wonderful after school clubs that reflect the interests of all of our learners. We also run a Wrap around care facility running from 7:30am until 5:30pm, which is the social hub of the school. This service is run by our dedicated staff team, providing opportunities that all of the children love; including their delicious and nutritious meals lovingly prepared by our onsite cook.

We have built strong links with Newlyn Art Gallery and are lucky enough to have pieces of Art from the Arts Council collection displayed in our school. Newlyn School is a truly inspirational learning environment!

We strongly believe in outdoor learning and all of our children benefit enormously by being so close to beaches and woodland. All children access our Forest School provision and this is a popular addition to their curriculum, with Beach School soon to start in Spring. Teachers seek opportunities to learn in inventive and purposeful ways to bring the learning experiences to life inside and outside of the classroom. We also believe that our children need to be given the opportunity to travel further afield to experience life outside of Cornwall. Such opportunities can be seen with children travelling to destinations such as Bristol and London as part of their learning of the world around them.

We believe in building strong relationships with parents, the local community and the other schools in the Truro and Penwith Academy Trust. We firmly believe that education is a partnership between home and school striving for active engagement towards our shared goal of inspiring our children to be the best they can be.

Please do come and visit us to see the wonderful learning environment that is Newlyn School. We would be delighted to show you around!

## General Background

We are located in the heart of the vibrant Fishing port of Newlyn known also for its Artist Community. We enjoy sweeping views from our playing fields and classrooms across the village and Mounts Bay. Our school community has 174 children aged from 2-11 years, although this is growing each and every day.

## Class Organisation 2022-2023

Pre-School is made up of two classes, Piskies and Pirates with a Nursery Manager, Ms Stacey supporting the fantastic provision.

Other classes are shown below:

Foundation Class

Year 1

Year 2

Year 3/4

Year 5

Year 6

## Staff Organisation

Head Teacher: Ms Lauren Connolly

Senior Leader: Mrs Julie Wood

Alongside our six class teachers we are very lucky to have specialist music teachers, a sports HLTA, teaching assistants, our school cook and an incredibly helpful administration team.

## Our Curriculum

### **Vision Statement:**

Newlyn School is a caring place where the individuality, gifts and talents of all children and adults are nurtured. In partnership with the whole school community, we seek to provide an education of the highest quality, promoting respect for each other and the wider world. We aim to foster aspiration, resilience and independence in our young people so that they are fully equipped to take on life's challenges. The children's happiness is at the heart of all we do as we strive to ensure all children meet their full potential. We work together with the aim that everyone can be the best that they can be in everything they do.

### **Intent:**

Newlyn has a holistic philosophy of education. Our broad and balanced curriculum builds on the skills, knowledge and understanding of all children, providing them with life skills and aspirations to become good citizens of the future.

### **Implementation:**

Our curriculum incorporates the statutory requirements of the National Curriculum 2014 and other experiences and opportunities which best meet the learning and developmental needs of the pupils in our school. The curriculum supports them with their academic, social and personal development.

### **Impact:**

Children are provided with engaging experiences and develop skills that prepare them for the future and there is full coverage of the National Curriculum.

### **Outdoor Learning:**

At Newlyn, we believe that children need to have a connection with their local area and nature. Staff plan learning opportunities within their topics to get children outside in our wonderful school grounds as well as our local environment, around Cornwall and beyond. We are developing the use of Forest School within our curriculum and have lots of exciting opportunities for new staff to become involved in new initiatives. Beach School is new for Academic Year 2024-2025, and we are thrilled to offer this to our whole school community.

## Safeguarding

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

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. 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:             | Lauren Connolly  |
| Contact Email Address:    | <a href="mailto:newlyn@tpacademytrust.org">newlyn@tpacademytrust.org</a> |
| Contact Telephone Number: | 01736 363509   |

Please note that CVs will not be accepted.

Application packs can be downloaded from [www.tpacademytrust.org/applicationpacks/](http://www.tpacademytrust.org/applicationpacks/).

|               |   |
|---------------|---|
| Closing Date: | Monday 7 <sup>th</sup> October at 12 noon |
|---------------|---|

Completed applications must be returned to the email address above.

|                 |     |
|-----------------|-----|
| Interview Date: | TBC |
|-----------------|-----|

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.