**Vacancy Matching Template**

*GC Business Hub will complete section 7 on the return of the form*

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| Vacancy Details |

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| **Levy Payer** | No  nxx |
| **Vacancy Title** | Teaching Assistant Apprentice |
| **Employer Name**  (company name) | Barnwood Park School |
| **Employer Address** | St Lawrence Road  Barnwood  Gloucester  GL4 3QU |
| **Number of Employees** | **100** |
| **Contact Details** | |  |  | | --- | --- | | **Name** | Tammy Jenkins | | **Job Title** | SENDCo | | **Phone Number** | 01452 530389 | | **Email Address** | tjenkins@barnwood-park.gloucs.sch.uk | |
| **Short description**  (concise overview of job role, 250 character limit) | Barnwood Park School are looking to expand our SEND team which includes a dedicated team of Teaching Assistants, Higher Level Teaching Assistants and Special Educational Needs support staff looking to appoint an apprentice committed to becoming a Teaching Assistant to join us in taking their skills to the next level. |
| **Full description**  (Full vacancy specification, this is what the apprentice will pay close attention to so you may want to make it as attractive as possible!) | You will be working towards your ‘Level 3 Supporting Teaching and Learning’ apprenticeship by assisting in a range of duties relevant to your studies. You will also be given directed time to complete your learning.  *What is Required:*  *Developing strategies for support*   * *Develop strategies to support and encourage pupils to move towards independent learning.* * *Use appropriately varied vocabulary to ensure pupils’ understanding.* * *Embed effective behaviour management strategies using discipline appropriately and fairly in line with the school’s policy.* * *Deliver interventions in accordance with training given (RAG rating).* * *Foster and encourage positive, effective, nurturing and safe learning environments inspiring pupils to take pride in and learn from their individual achievements.* * *Recognise, adapt and respond to all pupils encompassing SEN/emotional vulnerabilities, for example, use Makaton, visual timetables.*   *Communication and team work*   * *Work closely with teachers to ensure own contribution aligns with the teaching.* * *Ensure regular communication with teachers to provide clarity and consistency of role within lessons.* * *Deliver/lead small group teaching within clearly defined/planned parameters using initiative, sensitivity and understanding.* * *Build appropriate relationships with colleagues, pupils, parents, adults and stakeholders.* * *Comply with policy and procedures for sharing confidential information and know when and where to seek advice.* * *Implement current statutory guidance including ‘Keeping Children Safe in Education’ Part 1, safeguarding policies, Prevent Strategy.* * *Undertake safeguarding training every 3 years.* * *Support pupils’ well-being whilst embedding the importance of online safety.*   *Working with teachers to accurately assess*   * *Contribute to a range of assessment processes and use information effectively for example: written records.* * *Use specific feedback to help pupils make progress.* * *Apply good subject knowledge to support accurate assessment.*   *Using technology*   * *Use school computer systems, including specialist software eg: online registration, intervention programmes and management information systems.* * *Use relevant technology competently and effectively to improve learning.* * *Ensure pupils use technology safely.*   *Problem solving/ability to motivate pupils*   * *Use a range of strategies including scaffolding and open questioning skills to enable pupils to access and engage in learning.* * *Recognise the difference between pastoral and academic issues and model good behaviour for learning.* |
| **No. of positions available** | 1 |
| **Weekly Wage**  (must be weekly wage) | £159.10 per week- subject to negotiation. |
| **Working Week**  (must be laid out as stated in box) | 32.5 Hours per week Monday- Friday, 8:15am to 3.15pm. |
| **Future prospects** | Future career opportunities for the right candidate |

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| Employer Details |

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| **Employer Description** | *Secondary School* |
| **Employer Website** | https://www.barnwood-park.gloucs.sch.uk/ |

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| About the Candidate | |
| **Skills required** | * *Proficient in Microsoft Office, excellent numeracy and literacy* |
| **Personal qualities** | * *Personable and trustworthy* |
| **Qualifications required** | *5 GCSEs A\*-C (9-4) including Maths and English* |

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| Additional Detail | |
| **Reality Check**  (i.e. isolated location, unsociable hours) |  |
| **Important Other Information**  (i.e. holiday entitlement, staff benefits) | Term Time only + 1 week in the summer holidays. |

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| Supplementary Application Form Questions | |
| **Two Vacancy Specific Questions:**  (i.e. why is this role attractive to you? how will you get to work?) | **Question one: What aspects of the role at Barnwood Park have attracted you to the position as an apprentice Teaching Assistant?**  **Question two: What skills do you currently have that could enhance the education and lives of students with SEND needs at Barnwood Park?** |
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| Key Dates | |
| **Closing date for advert**  (min. 2 weeks, we recommend a 3 week run) | 08 July 2022 |

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| SECTION 7 |
| Vacancy Location |
| PLEASE NOTE THAT THIS SECTION IS COMPLETED BY THE BUSINESS CONSULTANT OR TRAINING COORDINATOR BEFORE BEING UPLOADED |

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| **Vacancy Address** | As above |

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| **Provider** | Gloucestershire College |
| **Occupational Area**  (sector skills area) | Teaching Support |
| **Standard** | Teaching Assistant Standard |
| **Level** | 3 |
| **Training to be Provided** | Teaching Assistant Standard  Functional Skills: L2 Eng, L2 Maths  Employee Rights and Responsibilities  Personal Learning and Thinking Skills |
| **Duration of Course**  (at least minimum according to framework guidelines) | 18 months |
| **Contact Name @ GC** | Danni Willetts |
| **Please Note** | The college offers a free recruitment and vacancy matching service to our customer on the understanding that the College will be delivering the apprenticeship training. If you successfully recruit through this service and decide not to use Gloucestershire Colleges apprenticeship delivery, we will charge a small finder’s fee of £500.” |