



# Appointment of Teaching Assistant (to a child with medical needs)



Reach Academy  
**Feltham**

*September start date*



Reach Academy Feltham  
exists to transform the  
lives of our pupils by  
giving them the skills,  
attitudes and attributes to  
flourish in any career and  
live happy and healthy  
lives, full of choices and  
opportunities.

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**Tutor  
Fellow**

**Associate  
Assistant  
Headteacher**

**Claire Couves**



*"I get to work with a team of incredible teachers and leaders who are committed to achieving our shared vision. I am constantly inspired by my colleagues and supported to develop."*

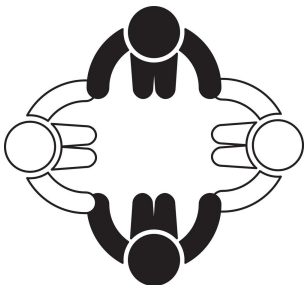


*"The mission and ethos of Reach Academy permeates everything that we do.*

*There is a genuine can-do attitude amongst staff that makes Reach a fun place to work.*

*If you are passionate about making a difference, then Reach is the place for you."*

**Juan Pedroza,**  
Volunteer at Reach (2012)  
to Head of Phase 1 (2021)



We work as a **team** to ensure the best education for our children.



We strive to be better everyday. Weekly **coaching** is key to this.



We take care of each other. We welcome **flexible** work & families.



43%

of pupils are eligible for the  
Pupil Premium Grant.

36%

of pupils are eligible for Free  
School Meals.

52%

of pupils have English as an  
Additional Language.

With only 60 pupils per year group our school is **SMALL**

We educate children from the age of 2-19 years **ALL-THROUGH**

For all children we have unashamedly **HIGH EXPECTATIONS**

We train teachers to be the very best **THEY CAN BE**

We work hard because we believe in the **VISION**

# JOB DESCRIPTION

## Teaching Assistant (to a child with medical needs)

**Reports to:** SENDCo

**Start date:** September 2021

**Salary:** £18,000-20,000

**Contract term:** Permanent

## The Role

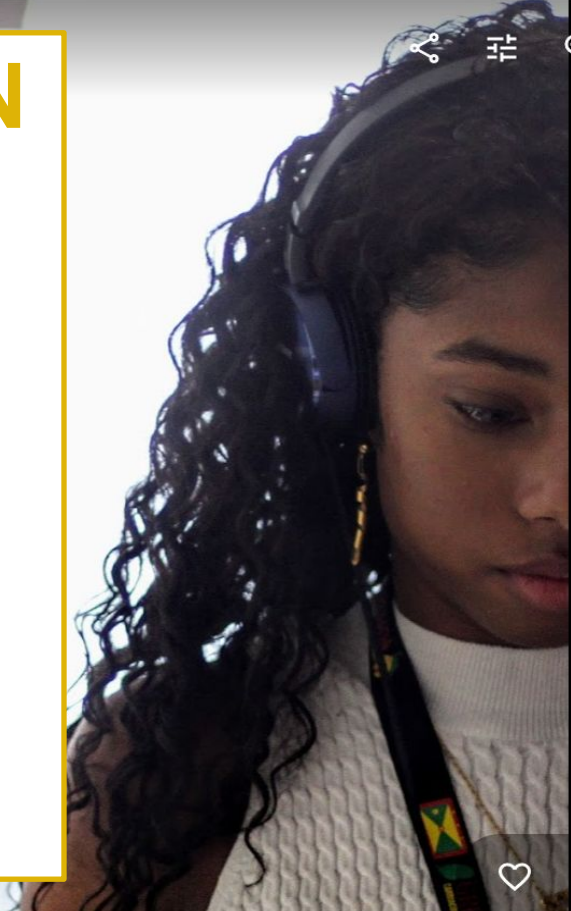
We are looking for a Teaching Assistant to work in our outstanding mainstream school.

You will be supporting a student who is in Y8 with medical needs. They will require support and care throughout the day.

It's essential the candidate applying for this role has experience working with children and desirable to have experience of working within a medical care environment.

Medical training will be provided and support will be given to fulfil the medical aspect of the role.

This is a full time position starting in September.



# Job Purpose

This role is crucial for the student you will be supporting. They require care at all times to access mainstream school. They are very educationally successful. You will be able to turn your hand to medical care, as well as ensuring the support of the pupil throughout their time at school. You will support excellent behaviour and promote pupil independence and work alongside teaching staff to maximise resources to support this pupils' learning. You will work with teachers to support students across year 8 in making excellent progress.

## Main Responsibilities

### In the classroom

You will ensure the safety of your key pupil at all times. This means ensuring that that are comfortable and able to access their education. You will be the lead person for them and will liaise with other members of staff to support and educate everyone in school about their needs inside the classroom. You will support the building of a strong classroom culture and positive relationships with pupils. You will check and intervene to address barriers to learning and misunderstanding and using feedback to ensure that pupils know where they are and what they need to do to progress. You will work with teachers to plan backwards from the intended outcome at the medium term and lesson level, ensuring that the needs of all learners are met. You will deliver support that offer clear instructions and modelling, opportunities for pupils to practice and strong routines throughout. You will maintain accurate and up to date records.

### Specific Responsibilities -

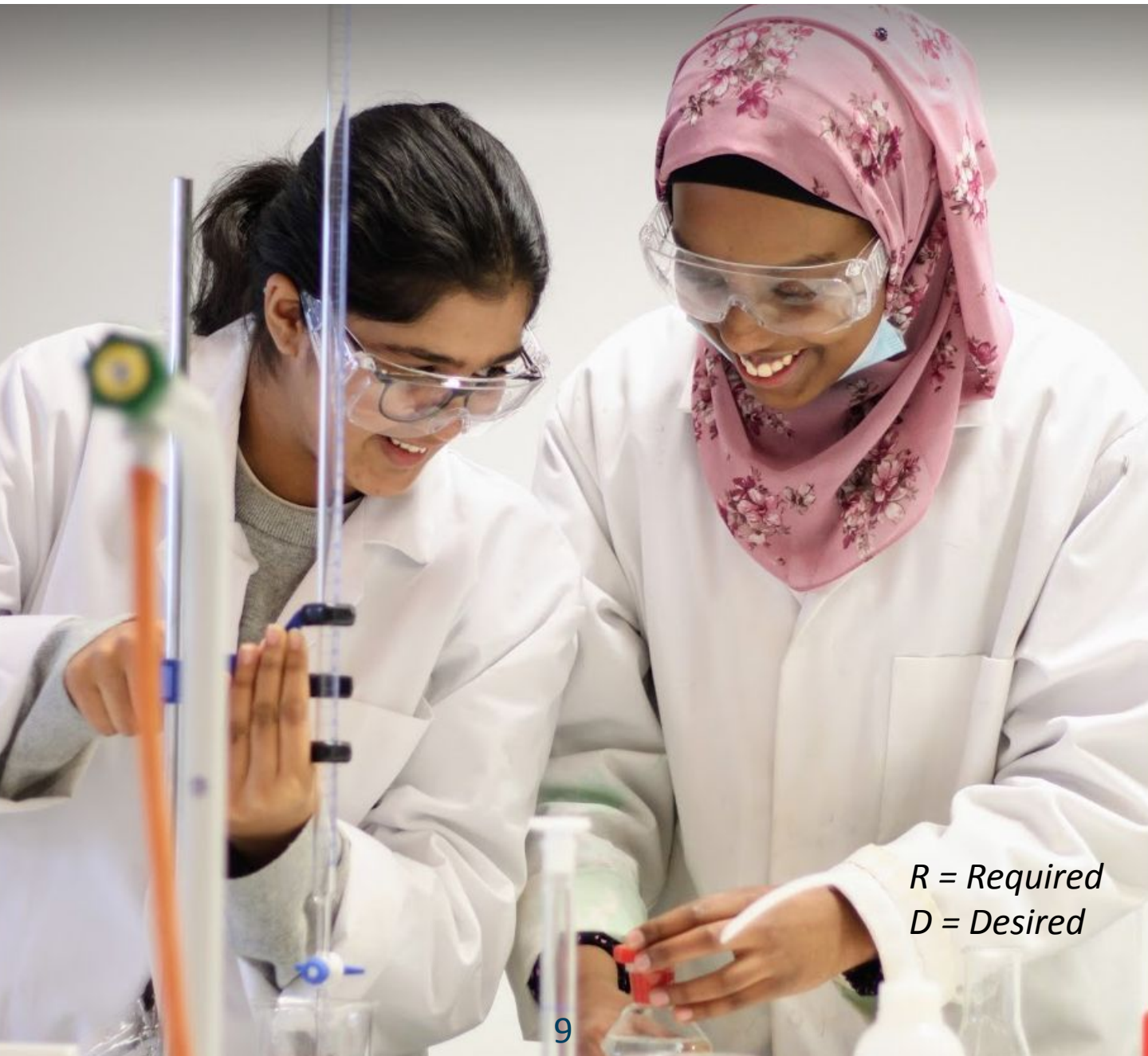
You will deliver respiratory care for a key pupil, as required, following advice from The Children's Community Nursing Service. This will include assisting the key pupil with tracheostomy care, supporting them with suctioning, supervising eating and drinking and attending all trips and visits with them. You will focus on maintaining the health and safety of the key pupil by meeting their medical needs through the implementation of their Health Care Plan and Speech and Language Therapy programme. You will constantly be developing professional understanding around all aspects of the role, including subject knowledge, understanding of child development, attachment and specific areas of AEN. Clinical competencies would need to be passed before being in sole charge.



# Person Specification

- Strong academic attainment or proven track record (R);
- Values driven (R);
- Excellent communication & organisational skills (R);
- Interest in medical care (R);
- Previous experience in medical care environments (D);
- Experience working in a school environment (D);
- Experience using databases to manage information (D).


**We will invest in any necessary training for you.**



*R = Required*  
*D = Desired*

Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.





“My favourite thing about Reach Academy is the teachers. They are all so dedicated and supportive and you can really feel it around the school.”

Keira





## Safer recruitment process

**Reach Academy is committed to safeguarding and promoting the welfare of children and young people.**

**In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.**

**Disclosure** This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides 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. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

**Interview** Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

**Reference checking** References from the previous and current employers will be taken up for shortlisted candidates, before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided.

**Probation** All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

**Equal Opportunities** Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all. Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

**If you require assistance in reading this information or in completing the application form, please contact [recruitment@reachacademy.org.uk](mailto:recruitment@reachacademy.org.uk).**



# JOIN OUR TEAM



Reach Academy  
**Feltham**

[recruitment@reachacademy.org.uk](mailto:recruitment@reachacademy.org.uk)