

TEACHING ASSISTANT

Hanover Primary School

Closing date: Midnight on Sunday 10 July 2022



*Hanover
Primary
School, Noel
Rd, Islington
N1 8BD*



Letter from the head teacher

Dear applicant,

Thank you for your interest in applying for the role of a Teaching Assistant (TA) at Hanover Primary School. We are keen to appoint the right person – someone who will fit into our community, but who will also challenge us, helping us to raise standards even further. The successful applicants will be outstanding TAs, and will join us in our mission to ensure that every child reaches their potential whilst at Hanover.

Hanover is a thriving one and a half-form entry school on the Regent's Canal in Islington. We are situated between Angel and City Road and have a fabulous site with each classroom overlooking the water. Our roof playgrounds, spacious classrooms and listed 1930s building are well-suited to our needs, and we are a very happy, creative and ambitious community.

We are on a journey with an experienced Senior Leadership Team which is determined to improve outcomes for all children at the school. Through investment in staff development and a clear and achievable vision, we are working as a team to achieve great things for all. This work includes research-led changes in the ways in which we deliver the curriculum, and a radical change to the way in which the EYFS curriculum is approached. You can read more about our vision and priorities on our school website.

At Hanover, we have high expectations of our staff because we have high aspirations for our children. We recognise that in order to get the most out of our staff, they need to be treated well, enjoy high quality CPD, and gain a wide range of experience. We have a low turnover and want people who will stay and grow with us. We are looking for TAs who are able to inspire and motivate young people through an engaging lesson, build excellent relationships with both children and adults including parents and carers, and who are determined to get the best from the children they teach through rigorous, thoughtful and exciting teaching.

Thank you,

Jack Sloan
Headteacher



Job Advert

Teaching Assistant Vacancies

Required for September 2022

Location: Hanover Primary School, Noel Road, Islington, London N1 8BD

Working hours: Part Time, 26 hour per week, term time only

Contract: Permanent

Grade range: Scale 3, Spine Point 5 - 7

Salary range: £23,838 per annum - £24,705 per annum pro rata

Actual salary: £15,282 per annum - £16,119 per annum

Opportunity for extra hours as a Midday Meals Supervisor

Grade range: Scale 2, Spine point 3 - 4

Salary range: £23,004 per annum - £23,421 per annum pro rata

Actual salary: £4,254 per annum - £ 4,408 per annum

We are looking to appoint enthusiastic and inspirational Teaching Assistants (TA) to join our settled and motivated staff team in September 2022. Successful candidates will demonstrate excellent teaching leading to outstanding outcomes. There is also an opportunity for extra hours, Monday-Friday as Midday Meals Supervisor and this can be discussed at interview.

Hanover is an over-subscribed and successful school in a great location by the side of the Regent's Canal. Our pupils are keen to learn and participate, and we teach a rich and challenging curriculum that is constantly improving. We are characterised by our diverse and engaged community, and work closely with our parents and carers. We have very high expectations of both children and adults.

We are looking for candidates who:

- Can contribute and support the learning and development of our pupils
- Have excellent classroom practice
- Have the ability to take responsibility for supporting teachers in the delivery of pupils' education
- Demonstrate a flexible approach to meet changing priorities
- Have excellent behaviour management
- Have high regard for inclusion and equality
- Can work effectively as part of a supportive team
- Show commitment to continuous professional development
- Can form positive relationships with children, parents, colleagues, and the wider community
- Have the ability to make a positive contribution to the school as a whole
- Are first aid qualified or have a willingness to undertake training



We can offer:

- Motivated and inspiring pupils
- A happy, hardworking and supportive team
- An excellent working environment
- Good opportunities for professional development
- A diverse and engaged school community.

We welcome applications from TAs with relevant experience.

Visits to the school are highly encouraged. Please contact the school office on **020 7689 8949** to arrange your visit.

Application closing deadline: Midnight on Sunday 10 July 2022

Interviews will be held Tuesday 12 July 2022

How to apply :

- To apply for this post, please visit **www.islington.gov.uk/jobs**
- Completed application forms must be received by Midnight on Sunday 10 July 2022.

In addition, please note the following:

- References will be sought for short listed candidates prior to the interview date
- This post is subject to a period of 6-month probationary period
- This post is not available through recruitment agencies. Full applications must be made.

If you need assistance, please email HR team at schoolsrecruitment@islington.gov.uk quoting the job reference HAN/1143. For an informal discussion about the role, please contact the school directly. Please note that CVs are not accepted in line with Safer Recruitment practices.

Hanover Primary is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. The successful candidate must demonstrate that they are fully committed to our safeguarding policies and procedures. Pre-employment checks and references will be sought. All appointments are subject to an enhanced DBS (CRB) disclosure and the successful candidate will need to undertake an enhanced DBS (CRB) Check.



Job Description

POST TITLE:	TEACHING ASSISTANT LEVEL 1
GRADE:	Scale 3, Spine point 5 -7
DEPARTMENT:	Hanover Primary School
REPORTING TO:	Inclusion Leader

KEY PURPOSE OF THE JOB

To provide support for pupils, the teacher and the school in order to raise standards of achievement for all pupils, to encourage pupils to become independent learners, to provide support for their welfare, and to support the inclusion of pupils in all aspects of school life

Main Duties

1. Work as part of the staff team at the direction of the Headteacher/Deputy Headteacher/SENCO/Class Teacher to support teaching provision and pupils' learning.
2. Under the guidance of the Class Teacher, to work with individuals and groups of pupils in class, to help them to achieve to the best of their ability.
3. At the direction of the Class Teacher, to help to organise classroom activities, and prepare resources.
4. Support the programmes for teaching of literacy and numeracy (e.g. the National Literacy and Numeracy Strategies) and assist pupils to access the full curriculum.
5. Provide support for pupils' emotional and social development by encouraging and modelling positive behaviour, and dealing with disruption as agreed in the school's Behaviour Management Policy.
6. Ensure the physical welfare of pupils and assist pupils with their physical needs as appropriate and agreed.
7. Communicate and liaise with other members of school staff in order to ensure the most effective provision for pupils' academic, emotional and social development.
8. Supervise pupils in the playground and organise play time activities.
9. Attend outings with pupils, in accordance with school policies and safety guidelines, providing assistance with pupils' care and welfare and with the learning activities undertaken.
10. Under take any other reasonable duties from time to time as may be directed by the Headteacher or his/her nominee



Personal responsibilities

1. Be aware of key school plans, policies and procedures, especially the Health and Safety Procedures and Child Protection Procedures.
2. Take part in Performance Management in order to identify and agree development and training needs.
3. Within your contracted hours, undertake Induction Training and other training as identified in Performance Management Processes, as may be required to enable you to provide the school with effective support. Training may be provided centrally or in school.
4. Within your contracted hours, attend staff meetings as required.
5. Be aware of the learning and physical needs of the pupils you support.
6. Respect the confidentiality of pupil information and respond sensitively to pupils' needs



Person specification, Teaching Assistant

The person specification sets out the criteria to be used in determining whether an individual is likely to be able to undertake the duties in the job description.

EDUCATION, EXPERIENCE & ABILITIES	LEVEL 1	LEVEL 2	LEVEL 3
Demonstrable levels of numeracy & literacy equivalent to GCSE (A-C) (or by test).	*	*	*
Attend induction training (for level 1 a willingness to attend); NLS,NNS, ALS, ELS, FLS training as appropriate and training relevant to the post.	*	*	*
Attend school training sessions.	*	*	*
Experience of working with children (either paid or unpaid capacity) preferably in an education setting.	*	*	*
Working towards NVQ level 2 or other recognised qualification.	*		
Hold NVQ level 2 or equivalent or other accredited qualification.		*	
NVQ Level 3 (or working towards) or equivalent accredited qualification.			*
Working towards NVQ level 3 or equivalent accredited qualification.		*	
Evidence of specialism in specific curriculum areas or areas of particular learning difficulty.			*
Able to form and maintain appropriate professional relationships and boundaries with children and young people.	*	*	*
Ability and willingness to work as part of a team	*	*	*
Ability to supervise pupils effectively both in and out of school in line with the school's behaviour policy.	*	*	*
Ability to communicate effectively with a range of people.	*	*	*
Ability to organise the classroom activities e.g. preparing and setting out resources (under direction).	*	*	*
Ability to organise the classroom activities e.g. preparing and setting out resources and implementing strategies for T&L (under direction).		*	*
Ability to deal with sensitive information in a confidential manner.	*	*	*
Understanding of basic First Aid procedures.	*	*	*



Knowledge of the requirements of the national literacy and numeracy strategies.	*	*	*
Knowledge & understanding of the National Curriculum including the literacy and numeracy strategies.		*	*
A commitment to providing a responsive and supportive service and a willingness to constantly seek ways of improving the service.	*	*	*
A commitment to deliver services within the framework of the school's equal opportunities policy.	*	*	*
Understanding of and commitment to work within the scope of school policies and procedures.	*	*	*
Knowledge & understanding of the school's health and safety policy.	*	*	*
An understanding of the importance of lesson plans, IEPs and learning objectives and to contribute to their learning.		*	*
Willingness to attend and participate in meetings to review pupils progress.		*	*
An awareness of the learning and physical needs of the pupils.		*	*
Ability to monitor and evaluate pupils' performance.			*
Ability to update and maintain accurate pupil records using the school's systems in place.			*
Ability to deliver NLS units to groups of pupils e.g. ALS, ELS, FLS.		*	*
Ability to undertake and take a lead responsibility e.g. to act as co ordinator for other teaching assistants, to co ordinate training programmes, organise reading recovery programmes etc.,			*
To induct new TA s			*