



The **GALLERY TRUST**



A community of special schools



Bloxham Grove
ACADEMY

**Therapeutic Support Worker
Candidate Information pack
May 2024**



Bloxham Grove
ACADEMY

Thank you for your interest in the post of Therapeutic Support Worker at Bloxham Grove Academy.

Bloxham Grove Academy is a brand-new special free school in Bloxham, North Oxfordshire. Our new building has first-class facilities in a rural location and provides a purpose-built and state of the art environment for our staff and student community.

The Academy currently has 55 students on roll and will gradually increase student numbers over the coming years. When full, Bloxham Grove Academy will have 100 students on roll between the ages of 7 to 18, with students receiving exceptional learning experiences across Key Stages 2, 3, 4 and 5.

Students at Bloxham Grove Academy have a range of special educational needs and disabilities, including Cognition and Learning needs, Autistic Spectrum Condition, and Social, Emotional and Mental Health needs. All students have an Education, Health and Social Care plan which sets out the additional support required to meet their needs. Average class sizes are 10 students, and teaching is provided by qualified and knowledgeable staff with a high staff to student ratio (4:1).

If you would like to help to contribute to the development of our school community which is dedicated to improving outcomes for students with SEND, please do submit your application for the post.

I look forward to hearing from you.



Charlotte Roberts
Head Teacher

**Therapeutic Support Worker
Bloxham Grove Academy, Oxford**

Grade 10

FTE: £35,745 to £38,223

Actual annual salary: £27,987.55 to £29,927.77

33 hours a week, term time plus inset days (39 weeks a year)

Thank you for your interest in the post of Therapeutic Support Worker (TSW) at Bloxham Grove Academy. We are delighted that you are considering joining us at this very exciting time in the opening stages of our new academy.

Bloxham Grove Academy is a brand-new special free school which opened in a new purpose-built building in January 2024. We are fortunate in having first-class facilities, a state-of-the-art building, and excellent outdoor spaces in a rural location, providing us with a very special environment for our community to use and enjoy.

The academy provides exemplary education and care for students with Cognition and Learning needs, Autism Spectrum Condition, and Social, Emotional and Mental Health needs. We currently have 55 students on roll, and by 2027, Bloxham Grove will have 100 students on roll between the ages of 7 to 18 across Key Stages 2, 3, 4 and 5.

If you would like to join our enthusiastic, forward thinking, and dynamic pastoral team and be instrumental in the development of the culture and ethos of our new school, and contribute to the shaping of our community, then we would love to receive your application.

We are delighted to be offering the opportunity for a suitably experienced and committed individual to join a new pastoral team which is dedicated to providing care, treatment, education and support for students with complex special educational needs. The successful candidate will be contributing to the establishment of Bloxham Grove Academy's pastoral team as well as having a unique opportunity to engage in a high level of professional development which aims to increase expertise and knowledge about how best to support children with SEND.

This role involves setting appropriate and safe boundaries for children, supporting their education, providing specific interventions as part of the pastoral team and liaison with families to get the best possible outcomes. You will have a strong understanding of autism, ADHD, Social Emotional and Mental Health difficulties amongst other recognised needs and will demonstrate a resilient and instinctive approach in meeting our students' complex and sometimes profound needs.

The relationships within our community are built on respect, an understanding of individual needs, a strong commitment to the use of restorative approaches, and by providing outstanding teaching and pastoral care. We are a warm and caring community, dedicated to equipping students with the skills and knowledge they need to live independent lives. We offer individual learning pathways, vocational opportunities, and specialist therapies and interventions for students.

If you share our passion for making a real difference to the lives of children and young people with special educational needs this could be the opportunity you are looking for. In return for your contribution to our team, you will work in an environment which is innovative and well-resourced, and in a role which is rewarding and fulfilling.

Application process

Please submit your application form to recruitment@bloxhamgroveacademy.co.uk or by post.

Please ensure you detail any gaps in employment, and use the selection criteria which is contained in the job pack when you prepare your application, as shortlisting for interview will be based on how closely you demonstrate your ability to fulfil the essential criteria. **We do not accept CVs.** If you are shortlisted, we will take up written references before your interview so please provide permission for this and provide accurate phone and email contact details for your referees. One of your referees must be your current or last employer, and if you are employed in a school, must include your current Head Teacher.

Closing date for applications: **9.00am on Friday 24th May 2024**
Provisional date for interviews: **Week beginning 10th June 2024**

The Gallery Trust is committed to safeguarding and promoting the welfare of all children and expects all staff to share this commitment. Any offer of employment with The Gallery Trust is subject to verification of ID and qualifications, satisfactory evidence of the right to work in the UK, health clearance, NCTL and Enhanced Disclosure and Barring Check. The Gallery Trust is an equal opportunities employer, and we encourage applications from candidates from all ethnic and community backgrounds.

Bloxham Grove Academy is an academy within The Gallery Trust. The Trust is dedicated to improving outcomes for SEND learners in Oxfordshire, striving to provide the best possible special education for all students. As the largest special school Trust in Oxfordshire, we value powerful collaboration and knowledge sharing but fully celebrate the distinct ethos and individuality of our family of schools, located throughout the county of Oxfordshire.

Our Strategic Aims

- **Places where innovation drives learning** – our schools have a clear purpose, they educate the whole child and prepare them for adulthood. Everything we do, from our curriculum offer to our pastoral care, is meaningful and driven by the needs of learners.
- **Places where relationships drive engagement and achievement** – our schools are built around exceptional relationships. We provide excellent experiences, growth, and opportunities for students and staff, and specialist working environments and resources.
- **Places which provide exceptional knowledge and support** – our schools are supported by a skilled and experienced central team which provides high quality school improvement and central support services.
- **Places which inspire and influence** – our schools are committed to collaborating with our local and national partners and communities to ensure that children and young people with SEND receive the education and opportunities they deserve.

The Trust is on a continuing journey of expansion, growing from a Multi Academy Trust based on a single academy in 2013, to its position as the largest Special Trust in Oxfordshire. There are currently seven special academies in the Trust, with a further academy scheduled to open in 2026. The Trust's vision is to continue to expand over the next five years, supporting a community of converter academies, free schools and sponsored academies, and providing outreach and other opportunities. All academies collaborate to share SEND expertise and best practice, and work in partnership with peers who are committed to common aims and goals.

The Board of Trustees believes that by providing the support of highly experienced and specialised school improvement and business teams, school leaders are empowered to focus on the standards of teaching and learning, and in meeting the operational and strategic demands of running their schools.

JOB DESCRIPTION

Therapeutic Support Worker (TSW)

Introduction:

This job description describes in general terms the normal duties which the post-holder will be expected to undertake. However, the job or duties described may vary or be amended from time to time without changing the level of responsibility associated with the post. The performance of all duties and responsibilities shown below will be under the reasonable direction of the Head Teacher. The Head will be mindful of her/his duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post. This job description will be reviewed at least annually and any changes will be subject to consultation. The academy's grievance procedure will be used to resolve any disagreement arising out of the job description.

The job description involves:

Key Tasks:

- Manage and deliver pastoral and therapeutic support to students and be responsible for preparing children emotionally and physically to engage with teaching and learning
- Work collaboratively and constructively with professionals and stakeholders to gain best outcomes for students
- Work restoratively, engage in restorative training and be a champion of restorative practice
- Address the needs of students who need particular help to overcome barriers to learning
- Plan, evaluate and adjust learning activities to ensure students' access to learning through the use of appropriate strategies
- Implement agreed learning activities/teaching programmes, adjusting activities according to student responses/needs
- Arrange and develop mentoring arrangements with students and provide appropriate support
- Establish constructive relationships with parents and carers, exchanging information, facilitating their support for their child's attendance, access to learning and supporting home/school links, including home visits.
- Have a flexible and creative attitude including the ability and confidence to lead whole class teaching, if required due to the needs of the school
- Attend and contribute to internal and external meetings, representing the school in a professional manner and taking minutes
- Manage and provide accurate and detailed feedback, reports and data linked to students' achievement, progress, behaviour and other matters
- Manage record keeping systems and processes
- Observe the Bloxham Grove Academy's Safeguarding Policy and other policies to ensure compliance with school and statutory procedures
- Administrative support, eg completing paperwork, correspondence, filing and communicating with stakeholders through email, telephone, etc
- To prepare specific documentation relating to students (for example Positive Handling Plans and Risk Assessments)
- To use Team-Teach and model this to colleagues across the school with the support of lead practitioners in this area at the academy
- Deliver, review, evaluate and record pupil interventions, assessing student response and progress

- Manage the supervision and support of students who are unable to work in class, who are not working to the usual timetable and to work with colleagues to reintegrate them back into class if appropriate
- To use creative, innovative and imaginative ideas to engage students during free association
- To contribute to the overall development of the academy, in particular through activities related to the Raising Achievement Plan (RAP)
- Attend to students' personal needs and care, and provide advice to assist in their social, health and hygiene development
- To be responsible for first aid and medical treatment of students, including risk assessments and liaison with medical professionals, disseminating medical protocols and ensuring that emergency first aid is carried out
- To be responsible for key working specific children, supporting their education, liaising with parents/carers and being a point of contact for external professionals.

Standards and quality assurance:

- Support the aims and ethos of the academy
- Set a good example in terms of dress, punctuality and attendance
- Attend team and staff meetings
- Be proactive in matters relating to health and safety
- Participate positively in training and professional development
- Taking a share of supervisory duties as part of the weekly routine and as necessary
- Take part in support staff appraisal

Specific responsibilities

In addition to the duties outlined, you may be responsible for the following:

- Driving and supporting students in school vehicles
- Supporting students on a range of offsite educational visits including regular use of alternative provision

General Responsibilities:

- Taking appropriate responsibility for one's own health, safety and welfare and the health, safety and welfare of students, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising any concerns with an appropriate manager and for reporting accidents and incidents appropriately
- To carry out other duties as may be reasonably assigned by the Head Teacher
- Be aware of and support difference and ensure equal opportunities for all
- Be aware of and comply with the academy's policies and procedures

SELECTION CRITERIA
Therapeutic Support Worker

Essential	Desirable
Knowledge and qualifications	
<ul style="list-style-type: none"> ● Level 2 qualifications or equivalent ● Knowledge of relevant policies and legislation 	<ul style="list-style-type: none"> ● Basic First Aid ● Level 3 / 4 qualifications ● Qualifications linked to SEND ● Team Teach trained
Experience	
<ul style="list-style-type: none"> ● Extensive experience of working with children and young people with SEND in an educational or therapeutic context ● Writing support plans and risk assessments for children with complex needs including intersectional safeguarding concerns ● Working in a restorative manner ● Working with children and young people in 1:1 and group situations ● Liaison with professionals and agencies ● Preparing and delivering learning activities to children and young people 	<ul style="list-style-type: none"> ● Working in a therapeutic role ● Attending professional meetings and producing minutes ● Delivering specific interventions to children and young people ● Delivering training on specific areas ● Mentoring children and young people
Skills and Competences	
<ul style="list-style-type: none"> ● Ability to engage and succeed with Level 4 study ● Ability to work collaboratively and constructively in a team and at times lead a team ● Ability to build links with key stakeholders including parents, other educational settings such as alternative providers and children's social care ● Understanding of the protocols and statutory guidance around using restrictive physical intervention to support students in crisis ● Ability to comprehend and observe the academy's policies and procedures and to contribute to these policies and procedures ● Ability to engage with academic research and communicate findings at a professional level ● Ability to work flexibly and creatively to meet the changing needs of the school on a day-to-day basis 	<ul style="list-style-type: none"> ● Experience of using a recognised strategy to undertake restrictive physical intervention such as Team Teach
Other	
<ul style="list-style-type: none"> ● A resilient personality with the ability to work with children and young people who demonstrate challenging behaviour ● Dedication to improving the lives of children and young people ● Willingness to undertake CPD and training eg Team-Teach, Restorative Approaches, First Aid ● Willingness to undertake personal care ● Commitment to safeguarding, and the welfare of children and young people ● A respectful approach to children and young people with SEN ● Use own strengths and expertise to advise and support others ● Excellent interpersonal and communication skills 	