



BARTON PARK
PRIMARY SCHOOL

Together, we grow



Job Role

Teaching Assistant: SEND 1:1

Closing Date: 18th November 2021

For further information please visit the website <https://www.bartonpark.oxon.sch.uk/> or to discuss the role further please contact our Headteacher, Bryony McCraw, on 01865 415800 or 07737 292536 (out of school hours) or by emailing bmccraw@bartonpark.oxon.sch.uk



Welcome from Headteacher, Bryony McCraw

Thank you for your interest in our school.

Barton Park School is a new primary school, including a nursery and specialist SEND provision, on the Barton Park Housing Development situated on the outskirts of the City of Oxford. Our school opened in September 2020 to children in reception and a mixed years 1 & 2 class. The school will grow over the coming years with a final capacity of 315, with a potential to expand further to 420, subject to community demand. We have capacity for alternative provision for specialist SEND within our school site, and are working with Oxfordshire County Council to develop this area. From late 2021, we will offer nursery provision onsite. Barton Park Primary School is joining RLT academy this year.

The curriculum at Barton Park has been designed to provide children with high quality, rigorous and engaging learning opportunities. Well established English and Maths programmes of study run alongside an enquiry approach to learning within the wider curriculum. We use Read Write Inc to teach phonics and White Rose to guide maths teaching. Our teachers take a creative and child-focused approach to designing exciting and engaging learning opportunities, in order to foster curiosity and a love of learning, whilst making knowledge stick through practical application. In 2021-22, we are looking forward to developing our curriculum by offering a variety of rich experiences for all pupils - from Forest School and Big Science to hands-on workshops, trips and visits - that will deepen every child's understanding and enjoyment, as well as being able to reflect the cultural heritage of our diverse community.

We are looking to recruit an enthusiastic and experienced individual with a breadth of knowledge of supporting children in EYFS/KS1 and with additional educational needs.



Job Description: Teaching Assistant

Title and Grade of Posts

Title:	Teaching Assistant (1:1 SEND TA)
Reporting to :	SENDCo
Accountable to:	Headteacher
Scale:	Grade 4, (Point 4 - 5) £18,933 - £19,312 pro rata, term time only. This equates to an actual annual salary of £14,030.04 - £14,310.90.
Start date :	As soon as possible. Latest start date: 4 January 2022
Hours:	32.5 hours per week, 38 weeks per year plus three INSET days

Job Purpose

To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area.

SUPPORT FOR PUPILS

- Supervise and provide particular support for a pupil with identified special needs, ensuring their safety and access to learning activities
- Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes
- Establish constructive relationships with pupils and interact with them according to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by the teacher as appropriate
- Set challenging and demanding expectations and promote self-esteem and independence
- Provide feedback to pupils in relation to progress and achievement under guidance of the teacher

SUPPORT FOR TEACHERS

- Use strategies, in liaison with the teacher, to support pupils to achieve learning goals
- Assist with the planning of learning activities
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed



- Provide detailed and regular feedback to teachers on pupils achievement, progress, problems etc.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Establish constructive relationships with parents/carers
- Administer routine tests and invigilate exams and undertake routine marking of pupils' work

SUPPORT FOR THE CURRICULUM

- Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses
- Undertake programmes linked to local and national learning strategies e.g. literacy, numeracy (KS1 & early years), recording achievement and progress and feeding back to the teacher
- Support the use of ICT in learning activities and develop pupils' competence and independence in its use
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use

SUPPORT FOR THE SCHOOL

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to the overall ethos/work/aims of the school
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings as required
- Participate in training and other learning activities and performance development as required
- Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtime
- Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher

This job description sets out the duties of the post at the time when it was prepared. Such duties may vary from time to time without changing the general character of the role. The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Head of School. They will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post. An annual appraisal, and a mid point review, will set and review targets, based on this job description.



All staff are required to complete a 6-month probationary period during which time suitability for the post will be assessed.

Barton Park Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

This job description will be reviewed at least annually and any changes will be subject to consultation. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies include the Trusts Stress at Work Policy and the Dignity at Work Policy.



Person Specification: Teaching Assistant 1:1 SEND

	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none"> ● A passionate belief in children's entitlement to high quality learning opportunities ● High expectations of the children in your care ● Pride in your professional achievements ● Pride in the achievements of the school ● Ability to motivate and instil respect and empathy in children ● Ability to forge positive relationships with children ● Ability to work in partnership with other team members to ensure effective communication throughout the learning week ● A sense of humour and fun ● Versatility ● Flexibility ● Good time management skills ● Ability to manage stressful situations and strategies to reduce your own stress levels and those of others ● A commitment to your own Continuing Professional Development 	
Professional Qualifications	<ul style="list-style-type: none"> ● At least 1 year experience of working with or caring for children of relevant age (EYFS & KS1: 4-7) ● Good numeracy and literacy skills (GCSEs 4 / C or above in both.) 	<ul style="list-style-type: none"> ● Completion of DfES Teacher Assistant Induction Programme ● A recognised TA qualification such as NVQ 2 for Teaching Assistants or equivalent qualifications or experience ● Training in the relevant learning strategies e.g. literacy ● First aid training/training as appropriate ● More than two years of school experience.



Knowledge and skills	<ul style="list-style-type: none"> ● Ability to relate well to children and adults ● Understanding of relevant policies/codes of practice and awareness of relevant legislation ● Good, positive behaviour management skills ● Effective use of ICT to support learning ● Use of other equipment technology – video, photocopier ● General understanding of national/foundation stage curriculum and other basic learning programmes/strategies ● Basic understanding of child development and learning ● Ability to self-evaluate learning needs and actively seek learning opportunities 	<ul style="list-style-type: none"> ● Experience of an inclusive curriculum and strategies to implement this. ● Proven impact of effective interventions with children with SEND and/or EAL. ● A commitment to the development of emotional literacy
Professional Development	<ul style="list-style-type: none"> ● Reflective practitioner ● Ability to learn alongside others ● Willingness to support others to improve 	<ul style="list-style-type: none"> ● Evidence of further professional study/CPD, linked to an area(s) of SEND/EAL
Other	<ul style="list-style-type: none"> ● Evidence of forging positive relationships with colleagues, and a commitment to maintaining strong lines of communication with them. ● Willingness to engage in whole school activities. 	<ul style="list-style-type: none"> ● Willingness to lead an after school enrichment club, or support wrap-around care.



Application and Selection Process

Further information and school visits:

We welcome the opportunity to discuss the role with potential candidates and will do our best to show you around our school, Covid restrictions allowing. Please contact our Headteacher, Bryony McCraw, on 01865 415800 or 07737 292536 (out of school hours) or by emailing bmccraw@bartonpark.oxon.sch.uk

For further information please visit the website <https://www.bartonpark.oxon.sch.uk/>

As part of the application process we invite applicants to:

- 1) Complete an application form which can be downloaded from <https://www.bartonpark.oxon.sch.uk/about-us/vacancies/>
- 2) You are welcome to write a covering letter of no more than 1 side of A4 to accompany your application, but this is optional.

Please send these by email to: office@bartonpark.oxon.sch.uk by 17:00 on Thursday 18th November 2021.



Advert: Teaching Assistants - KS1 and SEND

Full Time

Start November 2021 to 4th January 2022

We are seeking ambitious and inspiring teaching assistants to join and strengthen our small, dedicated team, serving a newly opened school at the heart of a growing community.

This is a unique opportunity to help support the growth of a new school. Your proven enthusiasm, high expectations and dedication to inclusion will help us make a difference to the life chances of children of our emergent school community and in turn we will support you through ongoing professional development.

Barton Park Primary School is a new primary school, which opened in September 2020 to reception, year one and two, we now have children in year three too. As we grow, we will provide education from nursery to year 6, as well as providing specialist SEND provision in a purpose built space. We are committed to creating a school that sits at the heart of the community and provides excellent, child-centred education that improves the life chances of all learners.

What we are looking for in a candidate:

- an outstanding teaching assistant, who can support the needs of a variety of groups within the class.
- an enthusiastic individual, who is motivated to improve children's life chances through their practice.
- endless patience and a non judgemental attitude.
- high expectations for all pupils, including the very youngest and those with additional needs.
- a flexible approach to your work and excellent team working skills.
- someone courageous and nurturing with a good understanding of how children learn.
- proven experience and impact in key stage one and with children with SEND an/or EAL within their mainstream class.
- someone who will relish the opportunity to be a role model within our developing school and lead by example as we grow.
- a problem solver and team-player who will contribute positively to our small staff team.
- A values led individual with high expectations of achievement and behaviour in themselves and others.



What we offer you:

- An opportunity to work and develop your skills in an academy with a strong sense of moral and educational purpose, with an embedded Trust culture of learning from one another.
- An opportunity to grow and develop through high quality bespoke professional development.
- A school improvement model which, through sharing of resources, best practice and expertise from across the trust, supports and challenges professionals to be exceptional.
- The chance to work in a brand new school
- A commitment to staff well-being, including membership of a well-being health package.

Please see the full application pack for a detailed job description and person specification.

How to apply:

You can make an appointment to come and visit our school by calling 01865 415800 (09:00-15:30), 07737 292536 (school days outside of school hours) or by emailing office@bartonpark.oxon.sch.uk. A virtual tour of the school is available on our website: <https://www.bartonpark.oxon.sch.uk/>

Closing Date: 18th November 2021, 17:00

Interviews: 25th November 2021

A full application pack, including an application form, can be downloaded from <https://www.bartonpark.oxon.sch.uk/>

Please send completed application forms by email to: office@bartonpark.oxon.sch.uk

NB: We do not accept CVs without an application form.

Barton Park Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. The successful candidate will be subject to an enhanced DBS check before taking up the post, along with pre-employment safeguarding checks.

