



Bannerman Road **COMMUNITY ACADEMY**

Teaching Assistant

INFORMATION FOR CANDIDATES

bannermanroadbristol.org



**Bannerman Road
COMMUNITY
ACADEMY**

Teaching Assistant

Permanent, part-time (32.5 hours per week) term time only to start in September 2022

VTG6 Scale Point 15-18 starting salary £18,250 per annum, pro rata (actual salary £13,951 per annum) + Health Cash Plan and Benefits package

Applications are invited from high quality candidates to join an exciting and committed team at Bannerman Road Community Academy.

We are looking to appoint a positive, hardworking, skilled and ambitious practitioner who wants to make a real difference to children's lives and is ready and able to take on a role teaching our children and working in harmony with staff, families and other key stakeholders.

Candidates for this post should be:

- Passionate about how children learn best with a genuine belief that all children can succeed.
- Able to demonstrate their resilience to cope with the daily challenges that working in a busy, successful inner city school can bring.
- Flexible, with a good sense of humour.
- An innovative practitioner who values and can support positive play and work as a team to resolve conflict.
- A confident professional, keen to share their knowledge and understanding with others.

In addition the successful candidate will have a good understanding of teaching and learning and a willingness to help children realise their academic potential as well as an interest in the wider community that the school serves.

In return we can offer you:

- A genuine opportunity to make a difference where it is needed.
- Well-resourced classrooms, necessary IT equipment and structured administrative support.
- An exciting and vibrant environment, which includes a fabulous outdoor space, in which to work.
- A fantastic community of children, parents and carers who deserve the best.
- To join a wonderful team and have every opportunity to further your professional development and career with an excellent benefit package including; Wellbeing Health Cash Plan, Retail Discounts, ICT Loans, Professional Introduction Incentive plus others.

If you are hardworking, reflective, resilient, and looking to further develop your talents and skills at Bannerman Road Community Academy then we would love to receive an application from you.

We particularly welcome applications from under-represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.

Closing date: Thursday 23rd June 2022 at 9:00. Interviews: Week commencing 4th July 2022

Bannerman Road Community Academy is part of Venturers Trust and is committed to equality, safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check is required for all staff.



Venturers Trust and our Sponsors



Venturers Trust is a dynamic and focused multi-academy trust based in Bristol, formed in September 2017 through the merger of CGS Trust and Merchants' Academy Trust. The Trust is responsible for eight academies, 3,500 pupils and 700 staff with a commitment to making a significant and lifelong difference to the lives of young people from some of Bristol's most disadvantaged communities.

The Trust is currently made up of five primary schools: Bannerman Road Community Academy, Barton Hill Academy, Fairlawn Primary School, The Dolphin School and The Kingfisher School; the all-age Merchants' Academy; Montpelier High School for girls aged 11-16, located alongside its sixth form, V6, for girls and boys; and Venturers' Academy, the first state-funded school in Bristol for students aged 4-16 diagnosed with Autism and with an EHCP. Our academies are happy, vibrant and exciting places to learn and work and are led by a team of talented, morally driven and committed Principals. A recent development is the launch of Venturers Trust institute which puts professional learning and instructional coaching at the heart of what we do.

The Trust is sponsored by the Society of Merchant Venturers and the University of Bristol.

The Society of Merchant Venturers (SMV) is a philanthropic organisation that works with and supports people and communities from the wider Bristol area through education, care for older people, charitable giving and social enterprise. In education, SMV's simple but highly ambitious vision is to transform the life-chances of students from the richly diverse set of schools within Venturers Trust, both during their educational journey and beyond. The Society's expertise in education spans more than four centuries and today, the commitment is practical as well as financial, with many of its members taking active roles in the governance of Venturers Trust and the wide range of schools within the Trust. SMV firmly believes there is nothing more important to the health of our communities than outstanding education and training in life skills for young people.

The University of Bristol ranks as one of the top 10 universities in the United Kingdom. It is actively involved in the governance of our schools. The university offers support in areas such as curriculum development, subject expertise, higher degree and research opportunities for staff at Venturers Trust. It also offers student mentoring and an innovative and inclusive programme for students as part of the university's commitment to widening participation and access to higher education. These activities include extensive support and opportunities for our Sixth Forms including scholarships, preferential offers of grades to gain a place, with the additional possibility of bursaries to support undergraduate degree studies.

Both sponsors seek to ensure that all our young people receive a truly inspiring education. Their hands-on support, challenge and expertise are greatly valued.





Venturers Trust is fortunate to be able to recruit and retain the very best staff. In addition to contractual entitlements such as annual leave and occupational pension, we recognise the important role our staff play by providing for them a range of benefits as well as flexible employment arrangements and a family-friendly approach.

Our current benefits *(for all staff on Venturers Trust contracts and working over 10 contractual hours per week)* include:

WELLBEING HEALTH CASH PLAN - A valuable Health Cash Plan that provides cover for routine healthcare such as dental check ups, eye tests, physiotherapy, and specialist consultations. Benefits for children of employees up to the age of 18 are included free

EMPLOYEE ASSISTANCE PROGRAMME - The EAP offers cover for employees and their immediate family members residing at the same address, including children in full-time education

TRAINING AND DEVELOPMENT - First class training and development opportunities are provided within the Trust

PROFESSIONAL DEVELOPMENT - At least 5 Professional Learning days per year

BICYCLE PURCHASE LOANS - After having successfully passed the probationary period employees are eligible to request a Bicycle Purchase loan up to the value of £1,000 through the 'Cycle to Work' scheme

ICT LOANS - A loan repayable over a 2 year period as part of a Salary Sacrifice scheme

RETAIL DISCOUNTS – An extensive range of free goods/services and discounts available to staff

PROFESSIONAL INTRODUCTION INCENTIVE - Payable following the successful completion of the probationary period of the new member of staff to the member of staff who made the introduction

Further details of our employee benefits can be found on the Academy website.





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Welcome to Bannerman Road Community Academy

Welcome to Bannerman Road Community Academy which is part of Venturers Trust and is an inclusive primary school in Bristol. We share our setting with the Children's Centre, providing education and caring support for our children from 2 to 11 years old. Our two modern buildings in inner city Bristol, Easton are linked by play areas and our developing landscaped areas are used in forest school activities for all children. We celebrate our diverse and multi-lingual community and believe that all pupils are entitled to high quality, engaging and exciting teaching and learning. We have high expectations and challenge everyone to reach his or her full potential.

“BRCA is a vibrant, happy and friendly school located in Easton, Bristol. We are committed to providing an engaging and exciting curriculum which will instill self belief and a love of learning into our children.”

We hope our children will leave our school full of happy memories of their time with us and we look forward to welcoming you.

Lynsey Prewett

Principal





Bannerman Road **COMMUNITY ACADEMY**

Living in Bristol

Bannerman Road Community Academy is located in the city of Bristol very close to the open fields of Bath and North Somerset and easy travelling distance from country villages and further afield. Academy staff have an enviable choice of places to live within a city and region that is viewed as one of the areas with the highest quality of living in the UK.

Bristol is the largest city in the South West and the region's leading centre for business, culture and education. It has been the subject of a massive programme of investment and regeneration that has had a major impact on its retail, leisure and business facilities. The city has a long tradition of trade and engineering, and is also home to many of the newer financial services, creative and media industries. It is also close to some of the most beautiful countryside and coastal areas.

Bristol itself is a beautiful, vibrant and fashionable city. Its harbour, which weaves its way through the heart of the city is lined with restaurants, clubs and bars, museums, arts, science and media centres. The narrow winding streets, radiating from the water's edge, reveal elegant parks, squares and stunning architecture. Recently the city celebrated Brunel 200, the 200th anniversary of the birth of Isambard Kingdom Brunel, one of the most inspirational engineers of the 19th century and the person responsible for some of the great icons of Bristol's industrial heritage. Bristol is the 8th largest city in the United Kingdom with a population of over 400,000. Built on the confluence of the Rivers Avon and Frome, it has been in existence from well before the time of the Romans.



Post: Teaching Assistant Level 2

Line Managed by: SLT

Responsible to: SLT

Key Outcomes:

- **Support for children's learning**

Following work plans approved by the teaching staff, provide direct support for the learning of individual children or groups of children, including those with special needs, to achieve defined progression targets in a child's learning plan and in class plans through:

- Activities, interventions, empathetic and sympathetic listening, direct guidance and the provision of appropriate positive feedback to behaviour.
- Developing the physical, emotional and educational development of children.
- Supervising and encouraging safe behaviour of individual and groups.
- Analysis of achievement to develop reinforcement of structured learning habits which meets defined targets for accessing the curriculum as set by the line manager.

- **Support the learning environment**

Develop work plans, following guidance from the teaching staff, and prepare, store, retrieve, sort and display materials, finished work, equipment, project work and or assignment documents to assist in providing an effective learning environment as determined by the teacher to:

- Promote the required standards of achievement and performance, including feedback through structured assessment, for individuals and groups within the classroom.
- Support the development of continuous improvement in both personal performance in the job and the work of the team.
- Assist in the development, monitoring, reviewing and progression of children's learning plans.
- Support invigilation and assessment processes, following procedures and under supervision.
- Assist in the supervision of the work of support staff colleagues/placement students, as required and defined by the line manager, to develop continuity and consistency in the work of the support team which achieves the attainment of standards in learning progress by the school required by the Governors, Principal and the Office for Standards in Education (OFSTED).

- **Care and support for children**

Attend to the day to day needs of children, inside and outside the classroom, by:

- Provision of personal, social, hygiene, welfare and behaviour support for students.
- Intervention to promote the process of individual children in attaining defined goals.
- Promoting effective pastoral care for individual children, under guidance, and liaising with colleagues to provide accurate records to provide the basis for home/school liaison and contacts with other agencies.
- Reporting concerns about progress, identifying solutions, to the teacher
- Assisting educational and therapeutic professionals in their delivery of specialist support programmes.
- Carrying out specified medical care procedures following direct specific training by a qualified practitioner.
- Assisting with the assessment by the teacher of individual children's development through observation, creation and retrieval of records, discussion with colleagues and teachers to promote the social, emotional and behavioural standards defined by Bannerman Road Community Academy.
- To promote the social, emotional and behavioural standards defined by Bannerman Road Community Academy.

General Accountabilities:

- So far as reasonably practicable, the post holder must promote safe working practices by employees, and in premises/work areas for which the post holder is responsible, to maintain a safe working environment for employees and service users. These are defined in the Health, Safety and Welfare policy, departmental policies and codes of practice.
- Work in compliance with Codes of Conduct, Regulation and policies of Bannerman Road Community Academy and Venturers Trust, and its commitment to equal opportunities.
- Ensure that output and quality of work is of a high standard and complies with current legislation/standards.
- To cover for absent colleagues as requested.
- To undertake other duties that the Principal of the Bannerman Road Community Academy may reasonably request.

Organisation:

- Promoting and safeguarding the welfare of children and young people within the school.
- To ensure all personal data is processed in line with General Data Protection Regulation.
- Comply with and assist the development of policies and procedures relating to all school and Trust policies including Child Protection, Health and Safety, confidentiality and Data Protection, freedom of information and reporting all concerns to the appropriate person.
- Be aware of and support difference and ensure equal opportunities for all.
- Contribute to the development and implementation of the overall ethos/work/aims of the school.
- Develop positive relationships and communicate with other agencies/professionals.
- Develop constructive relationships and liaison between managers/teaching staff and associate staff.
- Develop learning relationships with parents/carers

This job description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of the Trust and its academies. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework

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Person Specification



CRITERIA	ESSENTIAL	DESIRABLE	SOURCES OF EVIDENCE
Qualifications	<p>A GCSE grade of C or higher in English and mathematics (or equivalent qualification).</p> <p>A proficiency in improving basic numeracy and literacy with specialist skills in literacy that will enable you to work with targeted individuals.</p> <p>NVQ Level 2 or equivalent relevant to a Teaching Assistant role</p> <p>Recent and relevant professional development.</p>	<p>Professional qualification relative to post i.e.</p> <p>NVQ Level 3 for Teaching Assistants</p> <p>PGCE.</p> <p>TEFL qualification</p>	Application
Experience	<p>Experience of working effectively supporting children in a learning environment.</p> <p>Understanding of principles of child development and learning processes and in particular, barriers to learning.</p>	<p>Experience of relevant learning programmes/strategies/codes of practice.</p> <p>Experience of working with students with English as an Additional Language.</p>	Application Interview
Professional Development	Commitment to continuing personal and professional development.	Evidence of recent professional learning	Application Interview
Knowledge & Understanding	<p>Ability to document findings in appropriate format.</p> <p>Ability to communicate and relate to staff, students and parents alike.</p> <p>Effective use of ICT and technology.</p> <p>Ability to work constructively as part of the TA support team.</p>	<p>Training in the relevant strategies for literacy and/or curriculum or learning area e.g. bi-lingual, sign language, dyslexia.</p> <p>Training in strategies to support students with English as an Additional Language.</p>	Application Interview Assessment
Personal Attributes	<p>Flexibility to cope with diverse needs of the role.</p> <p>Resilience to work under pressure.</p> <p>Positive, personable and optimistic.</p>		Application Interview Assessment

HOW TO APPLY



Closing Date for Applications: Thursday 23rd June 2022 at 9:00.

Interviews: Week commencing 4th July 2022

Please email your application to recruitment@venturerstrust.org

Please note due to the expected volume of applications it may not be possible to acknowledge or respond to all applicants.

SAFER RECRUITMENT IN EDUCATION

Venturers Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work. The aims of our Safer Recruitment procedures are to help deter, reject or identify people who might abuse children or are otherwise unsuited to working with them.

Information for Applicants

All applicants for all vacant posts will be provided with:

- A job description outlining the duties of the post, including safeguarding responsibilities.
- A person specification which will include a specific reference to suitability to work with children.
- A Venturers Trust Application form, and all applicants for employment will be required to complete this application form, containing questions about their academic and full employment history and their suitability for the role (in addition all applicants are required to account for any gaps or discrepancies in employment history).

Shortlisting and Reference Requests

References will be requested at the selection stage directly from the referee. They will be asked:

- the referee's relationship with the candidate;
- details of the applicant's current post and salary;
- performance history and conduct;
- any disciplinary action involving the safety and welfare of children, including any in which the sanction has expired;
- details of any substantiated allegations or concerns relating to the safety and welfare of children;
- whether the referee has any reservations as to the candidate's suitability to work with children. If so, the Trust/Academy will ask for specific details of the concerns and the reasons why the referee believes the candidate may be unsuitable to work with children.

Interviews

At least one member of each interview panel will have completed Safer Recruitment Training. The selection process for every post will include exploration of the candidate's understanding of child safeguarding issues.

Pre-Employment Checks

All staff will require an enhanced DBS. Prohibition and Overseas checks will also be completed if necessary.