



ORMISTON
SIX VILLAGES
ACADEMY



Teaching Assistant

Candidate Pack

Principal: Mr Paul Slaughter

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*“Outcomes for pupils across the school
are now good and improving.”*

Ofsted, September 2017

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Ormiston Academies Trust
AN OAT ACADEMY

WE BELIEVE IN EXCELLENCE FOR ALL
BECAUSE THERE IS EXCELLENCE IN ALL

Ormiston Six Villages Academy



We believe in the limitless potential of every young person we serve...

As Principal of Ormiston Six Villages Academy, I would like to thank you for your interest in the Intervention Teaching Assistant role and extend a very warm welcome to you. This is a fantastic time to join our small, vibrant and caring learning community at Six Villages. We provide students with a safe, positive environment to explore, learn, investigate and develop into confident young adults who are ready to enter an ever changing and competitive world. In September 2017, Ofsted granted Six Villages a rating of 'Good' in all categories and the Ofsted November 2022 inspection confirmed our academy is consistently good in all categories.



This outcome is a testament to the hard work and belief of our staff body, the commitment and partnership of our families, the unfailing support from our sponsor, Ormiston Academies Trust, the challenge and constant encouragement of the Governing Body and, most importantly, our wonderful student body who are the epitome of excellence and endeavour. The strong alignment amongst stakeholders makes this academy a great place to work and take your career on to the next level.

I have enormous pride in being the Principal of such a wonderful academy. We know that academic achievement of the highest order is within our reach and we strive to become a truly outstanding academy. With this in mind we are looking for exceptional professionals to join our staff body who demonstrate the ability to achieve outstanding student outcomes, and make a significant difference to the lives of the young people at Six Villages.

The role of **Teaching Assistant** is a key appointment. We are seeking to recruit an enthusiastic individual who has a genuine care and passion for making a difference to the lives of the students we serve. The successful applicant will provide specific support to this individual and/or groups of young people in facilitating their learning and personal progress, promoting the achievement of high standards and supporting them in reaching their personal goals. You will work under the guidance of our teaching and SEND teams to support students both in the classroom and in intervention settings.

Our ideal candidate will have good subject knowledge along with a record of successful professional practice and have an awareness of, and commitment to, safeguarding practices and behaviour management strategies. Teaching Assistants at our academy are offered the opportunity to complete teaching assistant qualifications through our apprenticeship partners.

To further your insight into our academy, please take a tour of our website at **www.ormistonsixvillagesacademy.co.uk** and read the September 2017 and November 2022 Ofsted reports via the link which can be found on the website under Key Information/Ofsted.

If you have any further queries or wish to arrange a tour of the academy, then please do not hesitate to contact Mrs Canadas, Administration Manager, on 01243 546802 or by email ccs@ormistonsixvillages.org.uk.

I look forward to receiving your application.

A handwritten signature in blue ink, appearing to read 'Paul Slaughter'.

Paul Slaughter
Principal

The academy is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check.

“Leaders are ambitious for the school and its pupils. They have created a positive and warm environment for learning. Higher expectations have helped pupils to make faster progress...”

Ofsted, September 2017

Job Description

Location	Ormiston Six Villages Academy	Area	Inclusion
Pay	OAT Grade 2, Points 3-5 FTE £24,796-£25,584 Actual £16,572.67-£17,099.34	Hours	28.75 hours per week 8.05am– 2.50pm Mon-Fri 1 hour unpaid for break and lunch each day Term time only + INSETs
Reporting to	Assistant Principal - SENCO	Line manages	N/A

Role

The Teaching Assistant will support teaching and learning by working with individuals or small groups of students under the direction of teaching staff and may be responsible for some learning activities within the overall teaching plan

Key Responsibilities

- Work with individuals or small groups of students in the classroom under the direct supervision of teaching staff.
- Work with individual students with special educational needs and/or with students for whom English is not their first language.
- May implement planned learning activities/teaching programmes as agreed with the teacher, adjusting activities to students' responses as appropriate.
- Participate in planning and evaluation of learning activities with the teacher.
- Support independent learning and inclusion of all students.
- Supporting students emotional and social well-being, reporting any problems to the teacher.
- Communicate with students to support learning and development and encourage acceptable behaviour.
- Provide feedback to students in relation to attainment and progress under the direction of the teacher.
- Provide feedback to the teacher on student progress and behaviour
- May assist with the development of individual development plans for students e.g. one page profiles.
- Select, prepare and clear away classroom materials and learning areas ensuring they are available for use, including developing and presenting displays.
- Arranging/providing resources for lessons/activities under the guidance of the teacher.

Other Responsibilities

- May invigilate exams and tests
- May assist escorting students on educational visits
- May assist with break or lunch-time supervision
- To undertake other various responsibilities or tasks as directed by Line Manager or Principal
- To be a first aider
- To be aware of and comply with policies and procedures relating to Child Protection, Health & Safety, security, confidentiality and data protection, reporting all concerns to the Principal;
- To contribute to the overall ethos/work/aims of the academy
- To review and develop their own professional practice.

Physical demands and working conditions

- May be required to stand for long periods and or work in awkward positions e.g. low chairs.
- Some exposure to unpleasant conditions e.g. noise, outdoor working.

Academy Culture

- To help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships by maintaining a presence around the academy
- To help develop an academy culture and ethos that is utterly committed to achievement
- To demonstrate a commitment to equality of opportunity for all members of the academy's community
- To demonstrate a commitment to Continued Professional Development
- To actively promote the academy at all times

The post is covered by Part 7 of the immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

Person Specification

Qualifications criteria	Essential/ Desirable	Assessed through
GCSEs in English Language and Maths at grade 4+/C	E	Application form/ certificates
NVQ level 2 in related area or equivalent or equivalent experience, with level 3 being desirable.	D	Application form/ certificates
Qualified to work in the UK	E	
To be a first aider (training will be provided)	E	Certificate
Knowledge		
Knowledge of school systems including Arbor	D	Application/interview
IT and keyboard skills	E	Application/interview
Curriculum knowledge and experience to support and lead learning activities	D	
Demonstrate awareness of legislation relating to the welfare and protection of children	E	Interview
Experience		
Experience of working in schools with students of relevant age	D	Application/interview
Experience of working with students with special educational needs	D	Application/interview
Experience of working on own initiative	E	Application/interview
Behaviours		
Professional attitude and attire that exemplifies our culture	E	Interview
Excellent communication, planning and organisational skills	E	Application/Interview
Ability to maintain a professional manner at all times	E	Interview
Demonstrates resilience, motivation and resourcefulness	E	Application/Interview
Demonstrates enthusiasm, patience and energy	E	Interview
Ability to work on own initiative within departmental protocols/ procedures	E	Application/
A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision	E	Application/interview
Commitment to the safeguarding and welfare of all students and providing equality of opportunity	E	Application/interview
Acts as a role model to staff and students	E	Interview
A team player who can work effectively as part of a team and alone	E	Application/Interview

“Pupils’ wider skills are very well developed through an exciting range of extra-curricular activities...”

Ofsted, September 2017

Our Community



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BECAUSE THERE IS EXCELLENCE IN ALL

Ormiston Six Villages Academy



There is no impossible dream or limit on ambition...

Ormiston Six Villages Academy is located in Westergate, between Chichester and Arundel, at the foot of the South Downs National Park.

On entering the Academy, students become a member of one of three communities, Wiston, Petworth or Goodwood—named after 3 prominent Sussex estates, reflecting our local heritage and our setting at the foot of the South Downs.

The Academy serves the predominantly rural communities between Chichester to the west, Arundel to the east and Bognor Regis to the south. Many of our students come from the surrounding area known as the 'Six Villages' - Aldingbourne, Westergate, Eastergate, Barnham, Walberton and Yapton - in the district of Arun.

Together, the villages provide a range of shops and services, and good road links together with Barnham's mainline railway station ensure good connections to London and the major South Coast hubs of Worthing, Brighton, Portsmouth and Southampton. There are enviable leisure facilities within easy reach—such as the internationally-renowned Chichester Festival Theatre, the spectacular draw of the Goodwood Estate and its world-class motoring events such as the Festival of Speed and the Revival meeting, as well as its racecourse. The surrounding countryside of the South Downs National Park and plentiful beaches, harbours and marinas provide ample opportunity for outdoor pursuits.

There is good availability of quality housing both in Arun and its neighbouring district, Chichester.

More information about Arun and Chichester districts, their amenities, leisure facilities and housing can be found at:

www.arun.gov.uk

www.chichester.gov.uk

www.sussexbythesea.com

www.visitchichester.org

www.zoopla.co.uk



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