



# Shorne

Church of England Primary School

Working at Shorne C of E Primary School

# Join our Team



For appointment of:

**1:1 Teaching Assistant**





## Head of School Welcome

Tara Hewett

**Thank you for your interest in the role at Shorne C of E Primary School. I hope that the information within gives you an insight into our school, Aletheia Academies Trust and the unique opportunity this position offers.**

At Shorne Primary School, we hold our Christian Values of **Resilience, Community, and Respect** in the highest regard. We believe in ensuring that each and every member of the school community feels valued, listened to, nurtured and encouraged to see the positive impact they can have on themselves, others and the world.

Our children are at the heart of everything we do and we strongly believe in offering each child every opportunity to develop into kind, confident, and compassionate members of society. It is important to us that we look after the people who look after our young people; recognising and nurturing skills and talents whilst supporting colleagues to pursue interests and develop professionally.

Our children's school journey is a partnership between school staff and families; we believe that in working together to grow our children in learning and in faith and supporting families to thrive and flourish, we can set our children up for success both now and in the future.

We are proud to be a founding member of Aletheia Academies Trust. We collaborate with local schools to share best practice, opportunity and foster relationships which support our children's growth.

We are proud and privileged to serve as the Heads of School of the Shorne C of E Primary School.

We look forward to receiving your application.





# Shorne Church of England Primary School

Shorne Church of England Primary School, part of the Aletheia Academies Trust, is a friendly, dynamic and innovative school. We believe in ensuring that each and every member of the school community feels valued, listened to, nurtured and encouraged to see the positive impact they can have on the world. Our children are at the heart of everything we do and we strongly believe in offering each child every opportunity to develop into kind, confident, and compassionate members of society. We are a very friendly and supportive team who firmly believe in the importance of collaboration between and the well-being of colleagues, families and children.

We are located in a beautiful village setting and just over 200 children. We are proud to have been graded as a good school by Ofsted in March 2023, and also good as a Church school by SIAMs in February 2018. We pride ourselves on our collegiate and collaborative team ethos, and if you join us we will ensure that you have opportunities for continued professional development, as well as support and friendly faces on a day-to-day basis.

The school has extensive facilities and attractive school grounds. Our curriculum is delivered through engaging, memorable opportunities, and we believe in the development of the whole child.

**Our vision - LOVE your neighbour, LEARN from the Good Samaritan, LIVE with open hearts and minds** - reflects our strong Christian ethos and our aim for the very best for everyone within our community. Whilst we are a Church of England School, our Christian Values are lived by pupils and staff of all faiths and none. Inclusion of all is incredibly important to us at Shorne.

We are proud to be part of the Aletheia Academies Trust. We work regularly and collaboratively with our partner schools to provide a wide range of exciting learning opportunities for our children and staff.

To develop life-long learners that have a clear understanding of the world in which we live through the acquisition of skills and knowledge; developing their unique God-given talents which will enable them to contribute, collaborate and flourish in a global society.

“...grow in the grace and knowledge of our Lord...” Peter 3:18



**The curriculum is broad and balanced, and provides a wide range of opportunities for pupils to learn.**



# Job Description

<b>Job Title</b>	1:1 Teaching Assistant
<b>Location</b>	Shorne Primary School
<b>Duration</b>	35 hours per week
<b>Work Hours</b>	Mon-Fri – 8.15am – 3.45pm
<b>Reporting to</b>	Head of School
<b>Salary</b>	AAT2
<b>Pension</b>	LGPS



## About the Role

We are seeking to appoint a Teaching Assistant to join our hard working and supportive team to provide 1:1 support for a child with higher needs funding.

Your role will require you to support the child's learning in all areas of the curriculum. Previous experience of working with children as a 1:1 would be an advantage but all required training will be provided.

This post is linked to a child and funding is reviewed annually.

We would love to hear from you if you:

- **Want to be involved in shaping and developing outstanding learning experiences to enable all children to thrive.**
- **Want to work in a supportive and caring environment.**
- **Are committed to enabling every child to achieve the very best they can.**

Further information about the school is available from our website, or to see for yourself everything that Shorne has to offer please come and visit the school to see first-hand. Please contact the school office to arrange a mutually convenient time.

# Key Responsibilities



## Supporting Pupils

- To develop an understanding of the specific needs of all pupils.
- Taking into account the special needs involved, to aid pupils to learn as effectively as possible, both in group situations and on their own, for example by:
  - Clarifying and explaining instructions.
  - Ensuring pupils can access equipment and materials provided.
  - Motivating and encouraging pupils.
  - Providing scaffolds to help pupils access their learning
  - Helping children to focus on their learning.
  - Meeting physical needs as required, whilst encouraging independence.
  - Liaising with class teacher and SENDCo where appropriate in devising complementary learning activities.
  - Provide stretch and challenge for children of all abilities.
- To establish a supportive relationship with pupils.
- To encourage acceptance and integration of pupils.
- To develop methods of promoting and reinforcing self-esteem.

## Supporting Pupils

- To assist in the development and evaluation of suitable programmes of support, including the management of learning plans to enable pupils to progress towards their targets.
- To carry out administrative duties and support with displays.
- To provide regular feedback about pupils to the class teacher.
- To care for materials and equipment, and where possible to assist in making materials.
- To assist the teacher with learning activities, ensuring health and safety, safeguarding and





## Supporting the school

- Where appropriate, to develop relationships to foster links between home and school.
- When asked to do so, to liaise with other members of the team supporting individual pupils.
- To undertake relevant training and other learning activities and attend relevant meetings (within contracted hours) as required, to support continuing professional development.
- To support and contribute to the school vision and promote and model its Christian Values.
- To communicate concerns with school policy or practice to the Headteacher and SENDCo.
- To carry out any other tasks directed by the Leadership Team which fall within the purview of the post or may be needed, on a short term or emergency basis, to support the smooth running of the school.
- To be aware of and comply with policies and procedures relating to Safeguarding, child protection, health and safety and security and confidentiality, including GDPR, ensuring that any concerns are reported to an appropriate person to ensure pupils' wellbeing.

## Safeguarding Children and Safer Recruitment

It is essential to have due regard for safeguarding and promoting the welfare of children and young people and follow all associated child protection and safeguarding policies as adopted by the Trust. Shorne C of E Primary School take the safeguarding of our children very seriously, any job offer is subject to references and DBS clearance.

### **Lunchtime supervision** (may be required)

To supervise pupils throughout the school during the midday break or the interval between the end of the morning session and the start of the afternoon session to ensure their wellbeing and maintain their safety. To communicate information to class teachers and/or the Leadership Team regarding pupils' wellbeing.

To be aware of and comply with policies and procedures relating to Safeguarding, child protection, health and safety and security and confidentiality, including GDPR, ensuring that any concerns are reported to an appropriate person to ensure pupils' wellbeing during lunchtimes.



# Person Specification



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## Qualifications and Experience

GCSEs in English and Maths (Grade C/4 or above) or equivalent	X
Experience and knowledge of working within Primary education	X
Experience in leading learning activities for a group or class of children	X
An understanding of creating a culture of high expectations and aspirations.	X
Effectively promote and implement processes to safeguarding and promote welfare.	X
Building and maintaining effective relationships with parents and the community.	X

## Skills and Knowledge

High standard of maths and literacy skills with a secure understanding of English grammar	X
An understanding of and the ability to deliver systematic synthetic phonics	X
An understanding of or willingness to learn, the maths mastery approach	X
An understanding of using assessment for learning to enable pupils to make progress	X
Excellent communication skills in order to build rapport with adults and children, both verbally and in writing	X
Be able to work effectively as part of a team and contribute to group planning etc.	X
Be able to work calmly under pressure with the ability to adapt quickly and effectively to changing circumstance/situations	X
Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support	X
Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice.	X

## Personal Qualities

- Enthusiastic and highly organised about all aspects of classroom operation
- Have high expectations of both pupils and of yourself
- Self-motivated and show creativity when adapting learning to meet the needs of small groups of children
- A belief in inclusion, diversity and the right of each child to be successful whatever their needs, abilities and background
- Be committed to your own professional development and keen to make a significant contribution to the life of our school

All Essential Criteria

E = Essential

D = Desirable

# How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

**Miss T Hewett, Head of School**  
[office@shorne.kent.sch.uk](mailto:office@shorne.kent.sch.uk)  
**01474 822312**

**Closing date:**  
**Friday 6<sup>th</sup> February**

To apply for this role, please visit MyNewTerm:  
[Apply Now: Headteacher](#)



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).



# Contact Us

**Shorne C of E Primary School**

Cob Drive,  
Shorne,  
DA12 3DU

**Unique Reference Number:**

141578

**Telephone:**

01474 822 312

**Website:**

[shorne.kent.sch.uk](http://shorne.kent.sch.uk)

**Email:**

[HR@aletheiatrust.org.uk](mailto:HR@aletheiatrust.org.uk)