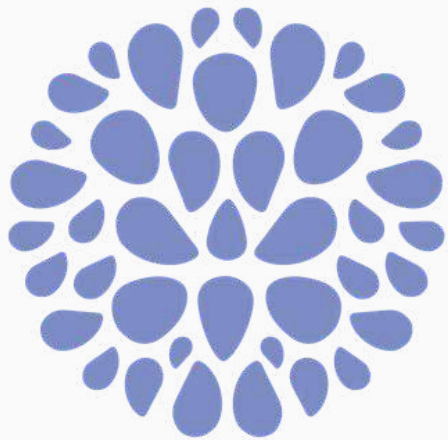




ADVANTAGE  
SCHOOLS



THE LINDEN  
ACADEMY

# WHY WORK FOR US?

## ABOUT ADVANTAGE SCHOOLS

At Advantage Schools, we aim to provide all children with the highest quality of teaching of an excellent curriculum, which enables them to become highly educated and active participants of society.

You'll be working alongside an expert team of colleagues within a forward thinking, collaborative and supportive trust.

We provide sector-leading professional development and offer extensive networking opportunities, and excellent opportunities to develop and grow in a successful and expanding trust.

## ABOUT THE ROLE AND YOUR APPLICATION

This post would suit a highly motivated individual whose values are aligned with ours.

You need to want this school to be the best, full stop.

You will be well supported in developing your competencies as a valued member of our team and you'll be working alongside a smart group of friendly and supportive colleagues in order to achieve our ambitions collectively.

To apply, you should include a letter with your application form on no more than two sides of A4, giving your reasons to for applying for the post, addressing information you have read in the pack with particular reference to the person specification and outline any relevant experience you would bring to the trust. Please do not send a generic letter; we really are looking for someone who is prepared to respond to us as an individual trust. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it.

Please read the information in this pack. If you are interested in this job opportunity, please apply online today via our career site on: [www.advantageschools.co.uk/join-us/work-for-us](http://www.advantageschools.co.uk/join-us/work-for-us)

## SAFEGUARDING

'The safeguarding and welfare of children is paramount and all our staff share this view. Applicants must be willing to undergo safeguarding and child protection checks including with past employers and the Disclosure and Barring Service.

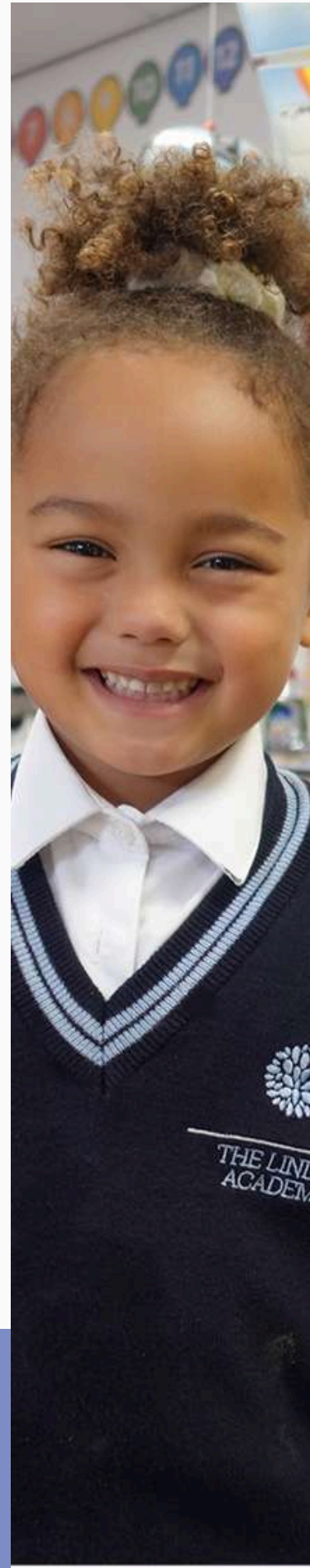
## HERE'S WHAT OFSTED HAVE TO SAY

*"Pupils at this school are very well cared for by their teachers and other adults. Relationships are consistently calm, kind and respectful. Pupils are happy to work and play together. They feel and are safe."*

*Ofsted July 2024*

## ABOUT THE LINDEN ACADEMY

- At The Linden Academy, we put our children at the heart of everything we do, to serve our local community
- You'll be working alongside a collaborative, forward thinking, friendly and supportive team of around 50 staff
- Unparalleled CPD opportunities with The National College catered to your development needs
- Excellent opportunities to develop and grow in a successful and expanding Trust
- Fantastic children with a wonderful desire to learn
- Employee of the month scheme, winning shopping vouchers
- Fantastic staff benefits that make a difference to your work-life balance



# INTEGRITY, AMBITION, EXCELLENCE

Welcome to Advantage Schools; a high-performing family of ten schools.

We unashamedly believe in high attainment. Our schools seek to transform the life-chances of the young people in our care. We do this through very high expectations – of behaviour and conduct, of hard work and of determination and perseverance – alongside the very best knowledge-based curriculum.

At Advantage Schools, we commit to ensuring that pupils will be able to learn in an environment that is free from disruption so that they can chase their dreams and fulfil the aspirations they share with parents and colleagues. A broad curriculum places pupils in a strong position to question and debate the world around them, making them intellectually resilient and prepares them for citizenship in a democratic society. We believe this is a right of all pupils and one which is empowering.

We also pride ourselves on the additional opportunities available to pupils outside of the classroom. Our extensive extra-curricular programmes include residentials, sports and music so that we develop well-rounded young people.

Our schools work together to provide teachers and support staff with the best possible training. In partnership with families, we work hard to ensure that pupils have the widest possible opportunities in their lives.

Our schools' doors are open in every sense:

- we are in the centre of our communities, inviting them in regularly and celebrating the richness of our local area and those we serve;
- we collaborate with other professionals and schools, sharing our work to benefit pupils across the country;
- we celebrate what we do while maintaining humility in accepting feedback so that we can continue to improve.

We run our schools in the best interests of the pupils, guided by our principle that *"it must be good enough for our own children or those that we care deeply about to be good enough for our pupils"*.

***"Educating children, serving the community, achieving exceptional outcomes."***

**Stuart Lock**  
Chief Executive



# OUR LEADERSHIP

Thank you for taking the time to read our information pack and finding out more about Advantage Schools.

I am very proud of our family of schools. Together we are determined to maximise educational provision in this region, ending educational disadvantage.

At Advantage Schools, we 'punch above our weight'. Despite being a medium-sized trust we have been involved in national policy. We are a delivery partner for the National Professional Qualifications, the Early Career Framework. We deliver very large amounts of bespoke training via the Advantage Schools Knowledge Exchange. We share our work with other like-minded schools and trusts, and work towards being an 'outlier' organisation

Our collaborative partnership of schools provide exceptional educational provision inside and outside of the classroom for all of our children. Our schools ensure that pupils are supported, monitored and encouraged, ensuring that their learning experience will be challenging, rewarding and memorable. Pupils enjoy their time at our academies and give back to the wider community.

I am one of the Department for Education's National Behaviour Advisors, and at Advantage Schools, we have a national reputation for excellent behaviour and a focus on strong outcomes. We take behaviour and curriculum really seriously. Our teachers must be able to teach, and pupils able to learn. Our curriculum is an entitlement for all – we do not make exceptions in our high aspirations. But our families, colleagues and trustees are hungry for more. We will, therefore, recruit a colleague who is hungry for the school and trust to be better still; who will not tolerate mediocrity; who will challenge when required and inspire regularly. This will be underpinned by substantial knowledge about education.

We expect hard work, but we support and manage workload so that you can do the job sustainably.

If you are interested in the post but are unsure whether you have the skills and expertise that would make you ready to apply, please do get in touch for an informal, honest conversation. We can arrange tours of our schools and are happy to put you in touch with relevant colleagues. We will ensure that the right candidate is fully supported with training and through our established support network.

I very much hope that we receive your application.

With best wishes,

Stuart Lock





## ABOUT THE LINDEN ACADEMY

The Linden Academy is a school which serves the heart of the local community as well as taking children from further afield. We are proud to be a very diverse school and regularly celebrate the wide range of cultures and experiences our children and families bring to the school.

A unique feature of The Linden Academy is we intentional smaller class sizes, with classes not exceeding 24. The children are very much at the heart of everything we do; we believe children need to be happy, safe and secure in order to thrive and therefore place care at the very centre of all we do. We focus on instilling five key values in the children – being respectful, being hardworking, being caring, being honest and being understanding.

Our curriculum is designed to be bespoke to our children and our aim is for both teaching and learning to be exciting, relevant and enjoyable.

With a healthy emphasis on the core curriculum and a commitment to learning through modern technologies, TLA children receive a broad and balanced education.

# VALUES



## INTEGRITY, AMBITION, EXCELLENCE

We are a unique family of schools, sharing our practice and beliefs to enable young people to achieve the very highest standards.

At Advantage Schools, we provide exceptional opportunities for all to be knowledgeable with experiences that broaden horizons. We ensure our children, students and adults cultivate a strong self-belief so that they can flourish and develop into successful, well-rounded, self-respecting people.

Our commitment to this vision can be demonstrated by our values.

### INTEGRITY

We provide a caring, nurturing environment where children and young adults feel happy, healthy and supported. Our academies will be places of safety, enabling pupils to develop courage, strong ambition and be the best that they can be.

We act honestly and transparently, advocating for pupils even when this causes difficulties.

We work together to share innovative practice and to provide a wealth of opportunities for all pupils and staff.

We focus on the development of all our colleagues through quality recruitment and retention, with excellent opportunities for clear and dynamic career progression.

### AMBITION

We provide exceptional lessons enabling our pupils to be highly successful.

We share the most impactful approaches to teaching, curriculum and assessment, ensuring an interesting, inclusive and challenging education is on offer in each of our schools.

Our aim is to guarantee excellent 2-19 provision, with clear progression routes for all. You can expect excellent behaviour and conduct at all times, allowing all to make progress and achieve.

### EXCELLENCE

We enable all of our pupils to develop and flourish, through close working and regular communication with our families and local community.

Our Cross-Trust focus is to ensure children are supported to meet ambitious targets and to provide exciting opportunities both inside and outside of the classroom.

# STAFF BENEFITS

We offer a fantastic range of benefits across our trust, supporting our staff in a variety of ways. Ranging from an extensive **Wellbeing package**, to free tea and coffee, you can be reassured that we have your best interests at heart.



Whole trust training events



Free eye test vouchers



Refer a friend £500 bonus scheme



Staff recognition with reward shopping vouchers



Enhanced pension employer's contribution & death in service payment



We are in the process of a big benefit review. Watch this space!



Support for all staff with an experienced licensed counsellor



Cycle to work scheme

## EDUCATIONAL PARTNERSHIPS



## CAREER PROGRESSION

At Advantage Schools, we are committed to helping every colleague grow, thrive, and achieve their full potential. Supporting career progression is at the heart of what we do.

To empower our staff, we provide fully funded opportunities to study for NPQs, along with tailored middle leader training for eligible colleagues.

Additionally, we offer a wide range of CPD training through various partnerships and platforms, giving all staff access to an extensive selection of professional development courses.

Join us and take your career to the next level with our exceptional development opportunities!



All colleagues have access to Perkbox, our Employee Benefits Programme, offering them a huge range of perks from vouchers, hot drinks, cinema tickets, gym classes and so much more. It also offers a substantial **wellbeing package**.

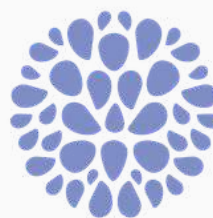


## MEDICAL

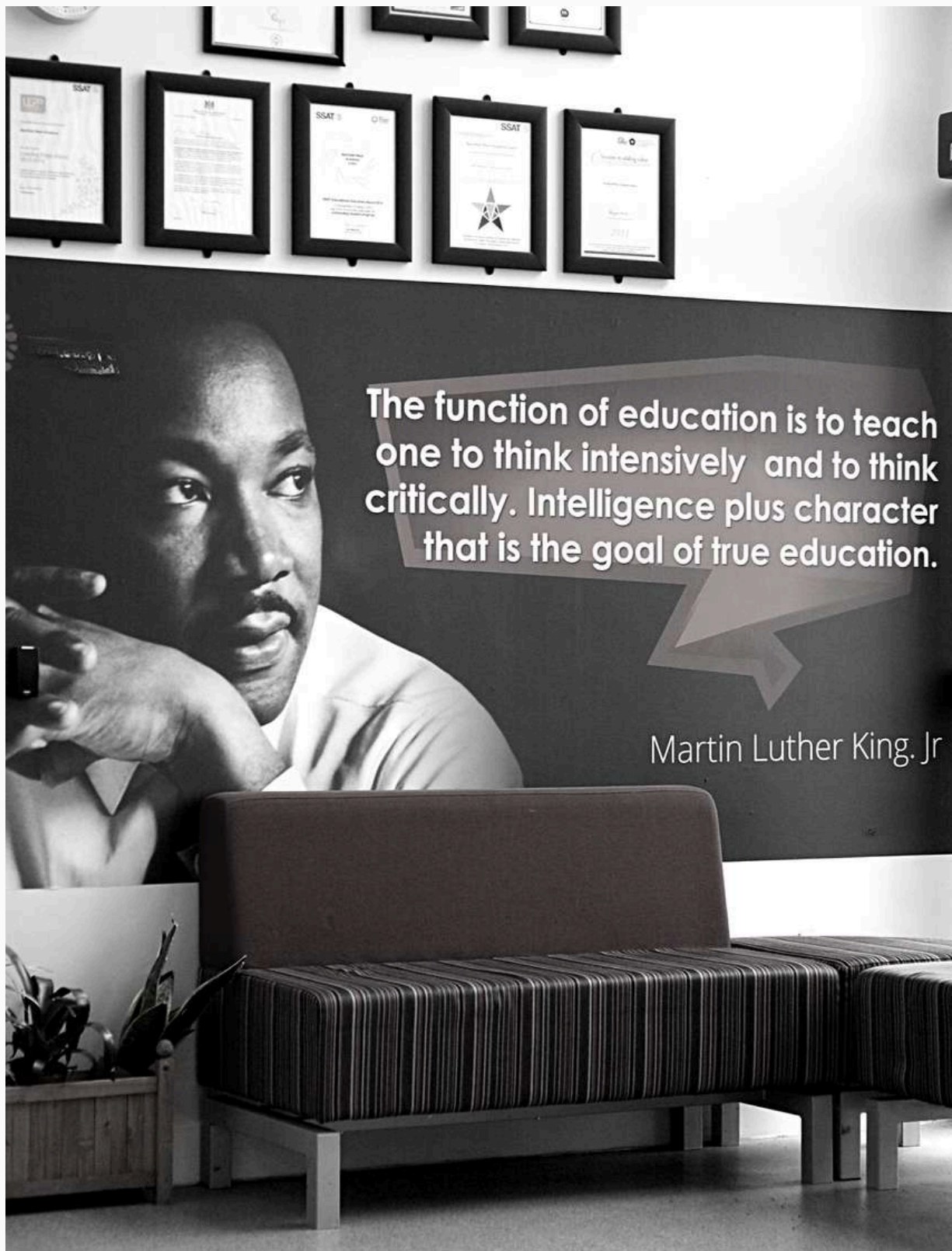
Perkbox also provides 24/7 access to GP appointments, confidential support and guidance through the Employee Assistance Programme.

Colleagues have access to a team of fully qualified counsellors and advisors, with support for a range of emotional, legal and financial issues, along with a wellbeing portal, full of resources and videos

# RECRUITMENT BOOKLET



THE LINDEN  
ACADEMY



The function of education is to teach one to think intensively and to think critically. Intelligence plus character that is the goal of true education.

Martin Luther King. Jr

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SEE MORE AT

[WWW.ADVANTAGESCHOOLS.CO.UK](http://WWW.ADVANTAGESCHOOLS.CO.UK)



## Higher Level Teaching Assistant

The Linden Academy is an exceptional primary school that offers a warm, welcoming, and nurturing learning environment for children aged 4-11.

We are seeking a highly motivated and experienced Higher Level Teaching Assistant (HLTA) to join our dynamic team at The Linden Academy. The successful candidate will play a crucial role in supporting the educational and pastoral needs of our students, ensuring continuity of learning during teacher absences, and contributing to the overall development of our school community.

At The Linden Academy, we are passionate about inspiring young minds and ensuring that in everything we do, we are making a positive impact on our student's lives. Therefore, we are seeking to recruit an enthusiastic HLTA who will take pride in supporting students and delivering engaging lessons that set our pupils up to succeed.

The Linden Academy is a school that is dedicated to providing an outstanding education to every child. Our lovely students, hardworking teachers and staff, and supportive parents create a community that is committed to excellence in all areas of education.

It's incredibly important to us here at The Linden Academy that all our staff feel valued, listened to, mentored, challenged, and given adequate opportunities to develop.

If you want to grow and develop in a fast paced, dynamic, and successful Academy, come and join us at The Linden Academy!

### Key Responsibilities:

#### HLTA Duties:

- Work collaboratively with teachers to plan and deliver targeted interventions and support programs.
- Assess, record, and report on students' progress and development.
- Support the development and implementation of Individual Education Plans (IEPs) for students with special educational needs.
- Contribute to the preparation of resources and learning materials.

#### Classroom Support:

- Deliver lessons and supervise classes during teacher absences, ensuring a positive and productive learning environment.
- Assist in the planning, preparation, and delivery of learning activities under the guidance of teaching staff.
- Support students in their learning, providing one-on-one or small group assistance as needed.
- Manage classroom behaviour effectively, following the school's behaviour management policy.

#### Pastoral Care:

- Provide emotional and social support to students, fostering a positive and inclusive school environment.
- Monitor and support the overall well-being of students, referring concerns to appropriate staff members when necessary.
- Promote positive values, attitudes, and good pupil behaviour, dealing promptly with conflict and incidents.



### **Administrative Support:**

- Maintain accurate records of student attendance, progress, and any incidents that occur during cover periods.
- Assist with the supervision of students during break times, lunchtimes, and on school trips as required.
- Undertake administrative tasks related to the role, such as preparing display boards and organizing classroom materials.

### **The ideal candidate will have;**

- HLTA status or equivalent qualification.
- Strong understanding of the National Curriculum and educational best practices.
- Experience of delivering whole class teaching.
- Ability to manage a classroom effectively, maintaining a calm and productive learning environment.
- Thorough knowledge and understanding of safeguarding.
- Strong organizational skills with the ability to multitask and prioritize effectively.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with students, staff, and parents.
- The ability to challenge and engage children in their learning through creative opportunities
- Empathy, patience, and a genuine passion for working with children and young people.
- Proactive and flexible approach to work, with the ability to adapt to different situations and challenges.

### **Job Specifics:**

**Start date:** 1<sup>st</sup> September 2026 or as soon as following this date

**Salary:** AS 9-14 FTE £27,564 £29,850 pro rata £21,819-£23,628 dependent on experience

**Contract:** Permanent, Full -Time, Term time + inset days, 39 weeks a year, 33.75 hours per week 8.15am-3.30pm Monday to Friday - with an expectation to sometimes stay for staff training once a week (usually Tuesday) until 4:45/5pm. *Part time would be considered, however Monday and Friday would be essential.*

The Trust reserves the right to interview and appoint a suitable candidate before the deadline date.



## **Job Description**

### **Main Duties and responsibilities**

#### **Support for Pupils**

- Use specialist (curricular/learning) skills/training/experience to support pupils
- Establish productive working relationships with pupils, acting as a role model and setting high expectations
- Promote the inclusion and acceptance of all pupils within the classroom
- Support pupils consistently whilst recognising and responding to their individual needs
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities
- Promote independence and employ strategies to recognise and reward achievement of self-reliance
- Provide feedback to pupils in relation to progress and achievement
- Answer student queries
- Adhere to the school's policies and procedures
- Collect completed work after the lesson and return it, marked, to the appropriate teacher
- Evaluate lessons taught, identify significant learners

#### **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
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
- Attend staff meetings and any other CPD required
- Supervise pupils on visits, trips and out of school activities as required
- Undertake supervision of students at break and lunchtimes and in after/before school clubs should a need arise, on prior arrangement and notification by the Principal
- Act proactively in the day-to-day management of pupil behaviour, following school policy
- A willingness to take on relevant training in basic first aid and the administration of medicines
- Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, as determined by the Principal

*This list is by no means exhaustive; it is more of a guide of expected duties. The post holder may therefore be directed by the Head of School to undertake any other duties commensurate with this role*



## PERSON SPECIFICATION

Candidates will be assessed on the following:

	Essential	Desirable	Source of Evidence
<b>EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS</b>			
A good standard of Numeracy and both written and oral English	✓		PT, IV
<b>EXPERIENCE</b>			
Previous experience or employment in an educational setting, or specific to working with children	✓		IV AF
A proven interest in working with children of all ages (4-12)		✓	IV AF
<b>SKILLS/KNOWLEDGE/ABILITIES</b>			
Ability to communicate effectively and appropriately with children and adults	✓		AF/IV
Knowledge of how/when best to intervene in children's play and socialising in order to create a happy and safe environment	✓		AF/IV
Patience and resilience	✓		AF/IV
Team working experience and attitude	✓		AF/IV
Ability to organise and resource child-friendly activities	✓		AF/IV
Passion for and commitment to the educational needs and the development of happy and competent children	✓		AF/IV
Creativity; the ability to engage children	✓		AF/IV
Ability to forge relationships based on mutual respect and understanding	✓		AF/IV
Working knowledge of effective strategies for behaviour management for children within the Primary phase	✓		AF/IV



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Ability to demonstrate knowledge and commitment to Equality and Diversity	✓		AF/IV
A knowledge and understanding of the requirements of Safeguarding Children and Vulnerable Adults in the education sector as applicable to this role	✓		AF/IV
A knowledge and understanding of health and safety standards and best practice	✓		AF/IV

AF = Application Form      IV = Interview      REF = Reference      PT = Presentation and/or test

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.