



ADVANTAGE
SCHOOLS



ELSTOW
SCHOOL

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

ABOUT ELSTOW SCHOOL

Elstow School is a two - form entry school that achieves good outcomes, has very good behaviour, and superb extra-curricular opportunities. We are a thriving community made up of dedicated colleagues, fantastic children and supportive families.

As part of Advantage Schools we adopt an outward-facing approach, welcoming colleagues from other schools, and hence we have links with the best performing schools.

Our staff have access to some of the best professional learning in the country, all in the name of very high expectations for pupils and staff.



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.

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



MEET OUR LEADERSHIP

Dear Applicant,

Thank you for your interest in the vacancy at Elstow School, part of Advantage Schools. This is an exciting opportunity to join a brilliant forward-thinking team to accelerate the achievement of pupils in the school.

We are a two-form entry school with a great reputation and good outcomes. We believe that 'given the right circumstances, all children are capable of extraordinary things'. We are passionate about ensuring the highest quality of education by means of a fully enriched knowledge-based curriculum, training and development for all staff which embodies a high challenge, low threat ethos, and high expectations of behaviour across the school, supported by SLT.

Our school values of 'We care, we share, we do our best' drive what we do every single day to ensure that we give our pupils the best possible education.

Elstow School is different. If you are able to visit you will see a silent address in the playground at the start of the day. This is focused on our values where we always remind the pupils to "work hard and be nice". We have well-managed pupil behaviour and a strong focus on pastoral and inclusive practice, making our children content and secure in school. Observations of teaching practice and lesson quality are managed through Instructional Leadership, which moves away from the formal hour-long lesson observations three times a year. Assessment of teaching is triangulated by learning wander feedback, including the class environment, data and evidence in books.

The school is open and supervised from 7.30am – 6pm, with the teaching day beginning at 8.25am and finishing at 3.30pm.

I began my role as principal in April 2023. My leadership team and I are highly visible, ensuring we are supportive of teachers and maintain currency in our own practice by teaching ourselves. It is the leadership team that address the whole school every morning and ensure the ethos in the school is productive. Colleagues who visit Elstow love seeing the well managed classes and playgrounds as well as the 'open door' philosophy we have to visitors and observers.

If you would like a confidential discussion about the position or to arrange a visit, please contact Seran Haskins on 01234 302300 or via email shaskins@elstowschool.co.uk. I would be delighted to show you around the school and speak with you prior to/during your application.

Yours sincerely,

Mrs Sarah Ciantar
Principal | Elstow School



ABOUT ELSTOW SCHOOL

OUR APPROACH TO EDUCATION

We believe, given the right circumstances, all children are capable of extraordinary things.

We take our trust values of Aspiration, Respect and Honesty very seriously. They underpin our routines, our curriculum, and what we strive to develop in our pupils. Each week, a whole-school assembly focuses on discussions about the news, about how we do our best, and on ways that we celebrate and reward excellent effort.

We work hard on our culture in which the highest expectations and aspirations surround all of our pupils, delivering on our families' demand for excellent educational opportunities. It is particularly important to us that celebrations include opportunities for parents to be present - and this is through invitations to witness certificates given to children in each class on Friday mornings for achievement and for showing value-driven behaviour. Our children all shake hands to receive their award and teachers delight in explaining to parents why they have been chosen.

In turn, we expect our pupils to work very hard to meet the high expectations that the school and parents have of them. Our aim is that pupils who come to Elstow School break through any barriers and achieve their full potential.

We believe that young people are entitled to access the best that has been thought and said.

So our focus is on what pupils learn. We focus on academic subjects ensuring that by age 11 our pupils are exceptionally knowledgeable.

Our extensive professional learning offer to staff means that we attract and retain some of the best-trained teachers and support staff in the country.

We believe in routine and structure so that our pupils learn a lot, and our teachers are able to teach, uninterrupted by distractions.



ADVANTAGE SCHOOLS 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. From an extensive **Wellbeing package**, 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



ELSTOW
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SEE MORE AT

WWW.ADVANTAGESCHOOLS.CO.UK



Teaching Assistant

We are seeking an inspirational, dedicated and passionate Teaching Assistant to join our highly effective and supportive team.

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

Duties and Responsibilities:

- To work collaboratively with colleagues as part of a professional team, in particular the class teacher, the Special Educational Needs Co-Ordinator (SENDCO) and other teaching assistants, working at all times within the school's policies and procedures
- Within the overall plan set by the class teacher or SENDCO to assist in devising and extending educational activities and in preparation of the curriculum. This may include contributing to the development and implementation of Individual Provision Plans (IPPs) and Personal and Pastoral Support Plans.
- To promote and support the inclusion of all pupils in the learning activities in which they are involved.
- To help assess and systematically record pupils' progress and achievements, using the results of this monitoring in further support work.
- The successful applicant will join our staff working under the instruction and guidance of experienced teaching staff, to undertake educational activities and attend to the educational, personal and social needs of pupils in order to support their learning and development whilst ensuring their safety.
- At Elstow School we challenge all learners to work hard and achieve as individuals across a broad and engaging curriculum, where learning is at the heart of all we do. Our children are nurtured to show respect for themselves, others and the wider community by developing positive relationships built on our school values.

The successful candidate will have

- Minimum of Level 3 Teaching and Learning Qualification
- GCSE English and Maths (grades A*-C) or equivalent
- Previous experience working with children/young people in an educational setting (minimum of 2 years within the last 5 years)
- Experience of planning and leading small group teaching/interventions desirable
- Good knowledge of SEN
- Good IT skills (with good knowledge of Microsoft applications e.g. word, excel, etc.)
- Excellent communication skills
- Team player and the ability to be able to build effective relationships with both colleagues and students
- Able to work using initiative

JOB SPECIFICS

Start date: asap

Salary: AS 3-4 £25,105-£25,495, actual pro rata salary £20,608-£20,928 (dependent on experience)

Contract: Fixed Term one year, Term time + inset days, 39 weeks per year, 35 hrs per week, Monday-Friday 8:15am-3:45pm

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



JOB DESCRIPTION

TITLE: Teaching Assistant – Level 3

RESPONSIBLE TO: Classroom teacher/Headteacher/SENCO

JOB PURPOSE: Under the instruction and guidance of teaching staff/managers, to undertake educational activities and attend to the educational, personal and social needs of pupils in order to support their learning and development and to ensure their safety.

MAIN RESPONSIBILITIES:

Support for Pupils

1. To attend to the educational, personal and social needs of pupils and any other requirements depending on the pupil's special needs and, wherever possible, make these part of the learning experience (this may include toileting, other hygiene needs, help with dressing and/or assisting with feeding if necessary).
2. Under agreed school procedures, to give first aid/medicine where necessary.
3. To promote and support the inclusion of all pupils in the learning activities in which they are involved.
4. Whilst there may be a specific requirement to support a named pupil or pupils with an Educational Health Care Plan (EHCP), support to other pupils may also be required, at the direction of the Headteacher.
5. To assist with preparation for school visits and the supervision of pupils on such visits, in liaison with the Educational Visits Coordinator.

Support for Teachers

1. Within the overall plan set by the class teacher to assist in devising and extending educational activities and in preparation of the curriculum. This may include contributing to the development and implementation of Individual EHCP's and Personal and Pastoral Support Plans.
2. To help assess and systematically record pupils' progress and achievements, using the results of this monitoring in further support work.
3. To efficiently prepare, maintain and use classroom teaching materials and equipment, including organising the use of audio/visual and ICT equipment, bearing in mind the efficient use of school resources (this may include photocopying, arranging displays of work etc).
4. To assist in maintaining classroom discipline by working with individual and groups of pupils in developing expectations of acceptable personal and social behaviour and help make them part of the learning experience.

Support for the Curriculum

1. Undertake structured and agreed learning activities/teaching programmes
2. Support the use of ICT in learning activities
3. Have the ability to make minor adjustments to activities according to pupil responses
4. Undertake pre-defined programmes linked to local and national learning strategies e.g. literacy, numeracy, early years, recording achievement and progress and feeding back to the teacher



5. Prepare, maintain and use routine equipment/resources that are required to meet the given lesson plans/relevant learning activity and assist pupils in their use

Support for the School

1. To work collaboratively with colleagues as part of a professional team, in particular the class teacher, the Special Educational Needs Co-ordinator (SENCO) and other teaching assistants; working at all times within the school's policies and procedures
2. To assist in the general efficient operation of the school, including providing cover for other support staff where necessary and as directed by the Headteacher.
3. To attend staff meetings, participate in performance management arrangements and undertake training and development activities.
4. To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential or sensitive information.
5. To undertake tasks of a similar nature and level, as directed by the Headteacher/Class Teacher/Phase Lead.

Safeguarding

- To be responsible for promoting and safeguarding the welfare of pupils and for raising any concerns in line with School procedures

Equality and Diversity

- To be responsible for promoting equality and diversity in line with School policies and procedures

Health and Safety

- To be responsible for following health and safety requirements in line with School policies and procedures

Training and development

- To participate proactively in training and development including qualification development required in the job role

GDPR – Data Protection

- To be responsible for following GDPR requirements in line with School policies and procedures.

Other responsibilities

- To undertake as required other duties and responsibilities relevant to the job as directed by the Headteacher



PERSON SPECIFICATION

Job Title: Teaching Assistant

Attributes	Essential	Preferred
Qualifications/Experience	<ul style="list-style-type: none"> • Educated to GCSE or equivalent in English and Maths • A minimum of two years' experience of working with children preferably within an education setting or working as a level 3 or 1:1 with children who have specific additional needs • Good IT skills, including previous use of Microsoft packages, MIS and CPOMs • Ability to communicate effectively and confidently face to face, on the telephone and in writing 	<ul style="list-style-type: none"> • Additional diploma or qualification in Childcare in education • Sounds Write trained • Experience of working in a school • 2 years' experience of working with children with Autism
Professional Knowledge & Understanding	<ul style="list-style-type: none"> • Knowledge of planning and development of educational activities • Good organisational and time management skills • Mark work under the direction of the teacher and update assessments • Ability to work on own initiative and as part of a team. • Provide strategies to support spelling, reading, number skills • Ability to promote the school's reputation and carry out the school's business appropriately and professionally at all times 	<ul style="list-style-type: none"> • Knowledge and understanding of the National Curriculum/Early Years Curriculum as appropriate to the age of the child being supported • Ability to respond confidently and constructively to challenging behaviours and motivate and encourage students to make good choices.
Personal Qualities and Skills	<ul style="list-style-type: none"> • Ability to meet the physical needs of pupils • Must demonstrate the ability to speak fluent English at a level appropriate to be able to carry out the duties of the post • Agreement to undertake safeguarding and GDPR training. 	



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Other	<ul style="list-style-type: none">• Willingness to acquire First Aid Qualification.• Must demonstrate the ability to speak fluent English at a level appropriate to be able to carry out the duties of the post.	<ul style="list-style-type: none">• Current First Aid Qualification
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