

**Vacancy Information Pack**

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| **School Name:** | Chacewater School |
| **Job Title:** | Teaching Assistant and Lunchtime Supervisor |

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| Application Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Equality and Diversity Monitoring Form | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |



***‘The Trust that Schools want to join’ Ofsted 2019***

**Chacewater School**

**KS2 Teaching Assistant position & Lunchtime Supervisor**

We are seeking to appoint a Classroom Teaching Assistant to work in a key stage 2 classroom, **supporting a child with SEND**, as well as working across the school each afternoon. There are also lunchtime supervisor hours attached to this role.

This position is available for an immediate start.

Monday to Friday 8.30am – 12pm & 1.30pm to 3.30pm Teaching Assistant (TPAT Band 4) = 27.5 hours

Monday to Friday 12pm – 12.30pm Lunchtime Supervisor = 5 hours

32.5 hours in total

Fixed term contract until the end of July 2023 (with potential to extend if funding allows).

This is an exciting opportunity to join a friendly, enthusiastic and successful school.

To discuss this position please contact David Hick, Headteacher on Tel. 01872 560302

**Application packs** can be downloaded from <http://www.tpacademytrust.org/> or from the school website.

**Closing Date: 21st March**

**Interviews to be held on: 28th March**

Truro and Penwith Academy Trust are committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and employment checks, including enhanced DBS clearance and full reference checks with previous employers.



**Chacewater School**

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| **Job Title:** | Teaching Assistant & Lunchtime Supervisor |
| **Pay Point / Pay Range:** | TPAT Band 2 and Band 1 |
| **Full Time Equivalent Annual Salary:** | £20,436 FTE (Band 2)  £20,252 FTE (Band 1) |
| **Actual Annual Salary for this Role:** | £10.59 per hour term time only (Band 2)  £10.50 per hour term time only (Band 1) |
| **Contract Type:** | Fixed Term – one year initially. |
| **Hours Per Week / Weeks Per Year** | 30 hours TA & 2.5 hours lunchtime supervisor   * TA - 8.30am to 12.00pm and 1.30pm to 3.30pm Lunch - 12pm to 1pm |
| **Closing Date:** | 21st March |
| **Proposed Shortlisting Date:** | 22nd March |
| **Proposed Interview Date:** | 28th March |

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| To find out more about Chacewater School please visit: | www.chacewaterschool.co.uk |
| To discuss this position please contact the Headteacher: David Hick | Email: head@chacewaterschool.co.uk  Telephone: 01872 560302 |
| Application packs can be downloaded from: | [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811) |
| Please email your completed application form and equality & diversity monitoring form by the closing date to: | recruitment@chacewaterschool.co.uk |

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| **School Information for Applicants** | |
| **School Address:** | Chacewater School, Church Hill, Chacewater, Truro, TR4 8PZ |
| **School Telephone Number:** | 01872 560302 |
| **School Email Address:** | secretary@chacewaterschool.co.uk |
| **Name of Headteacher:** | David Hick |
| **Website Address:** | www.chacewater.cornwall.sch.uk |



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| **Welcome to Our School** |

*This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.*

Dear Applicant,

Welcome to Chacewater Community Primary School. We are delighted that you have shown an interest in becoming part of our school - a school where we have a strong belief that all children can achieve and where we strive offer our pupils the very best at this local community school.

Our school motto is Caring and Learning together and we support this with own school behaviour values:

* Be Kind
* Be Honest
* Be Respectful
* Be Brilliant

We are very proud of our school, our staff team, our community and of course our children who everyday amaze us in all that they do and achieve. Striving to provide rich learning opportunities and experiences, we aim to ensure that our school is a vibrant, exciting and happy place to be part of.

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school on the telephone number provided if you would like to arrange to look around.



David Hick

Headteacher

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| **General Background** |
| Chacewater Schoolis located in the village of Chacewater which is located between Truro and Redruth.  The school caters for children between the ages of 4 - 11. We currently have 191 pupils on roll and offer a rich & diverse curriculum, as well as a full programme of before & after-school activities.  In 2016 we joined the Truro and Penwith Academy Trust and enjoy working collaboratively with our partner schools.  Our school motto is Caring and Learning together and this is something we live out by being one big school family and through our special set of Chacewater Behaviour values:   * Be Kind * Be Honest * Be Respectful * Be Brilliant   In all we do, we aim to follow these rules and celebrate our successes as often as we possibly can. |

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| **Class Organisation** |
| The school currently has 190 children on roll which are taught in seven classes: Acorns (R), Seedlings (Y1), Buds (Y2), Young Oaks (Y3), Bur Oaks (Y4), Red Oaks (Y5), Mighty Oaks (Y6). |

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| **Staff Organisation** |
| The school has a new Headteacher (from September 2021) and a Deputy Headteacher who has regular release time and focuses on English, Safeguarding and leading KS2. In addition, there is an Assistant Headteacher who is released a morning a week and leads on early reading, EYFS and KS1. Classes are structured as below:   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Reception | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | | Mrs. Glanville-Thomas (Miss Cookson maternity cover) | Miss Lahera | Miss O’Malley  Mrs Morgan Asst. Head | Miss O’Callaghan | Miss Hoare | Miss Laskowski | Mrs. James  Mrs. Law Deputy Head |   We employ an HLTA and a number of Teaching Assistants who support classes and individual children. Our SENDCO in place working half a day a week in the role. PPA is covered by teachers in job shares as well as specialists in music, dance, PE.  We also have a highly dedicated and extremely efficient school office which is manned by Mrs. Hodgson and Miss Ivey. We are strongly committed to staff development and learning. |

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| **Our Curriculum** |
| Intent  When planning our curriculum, Chacewater School has considered the needs of our pupils and families. We want learning to be meaningful and memorable under our ethos of ‘Caring and Learning together’. With this in mind, we have worked to prioritise the ideas we want our children to experience during their time with us. We have developed our own LEAP curriculum and these fundamental ideas are at the forefront of our mind and key drivers we use when thinking about learning opportunities:  Locality - our local area and community is very important to us and we will make the most of local links available. Through exploration, investigation and enquiry we will make use of our local area of Chacewater and Cornwall and the people within it, so that children develop a sense of place, understand their heritage and can celebrate what makes our local area unique and special.  Engaging - we want all of the learning experiences we offer children to be memorable. Through thematic links when possible we will make sure learning is contextualised, is relevant and encourages a real ‘thirst for learning’. We will have a broad offer of trips, residential visits and visitors which enhance our wider curriculum.  Aspiring and ambitious - we will ensure that our children understand that there is no limit to what they can achieve. We will embrace ‘blue sky thinking’ and our outcomes will reflect this. As much as we will celebrate our locality, we will also look beyond this, ensuring that we celebrate the diversity in the world that exists around us.  Powerful and purposeful - by making use of research, we will tailor our teaching to take account of ideas linked to the latest ideas around cognitive science and learning behaviours. We allow our children time to work collaboratively, share and discuss to empower them to become independent thinkers.  Implementation  Our curriculum allows us to deliver the appropriate subject content through creative themes. We understand that not all subjects can be incorporated into a theme and therefore plan and ensure that subjects are taught to guarantee a broadness across the curriculum. Subjects have been developed so that children build upon skills progressively, integrating with other subjects to secure strong, meaningful and purposeful learning. It is essential that knowledge is embedded and reflected throughout year groups.  To ensure that learning in every subject is sequenced appropriately, progression documents and guides for each subject have been created. This ensures that learning is staged and builds on prior knowledge. This provides the children with the opportunity to revisit vital skills and knowledge regularly and embed this learning; therefore, becoming experts.  In addition to this, children's learning incorporates the school’s Learning to Learn skills: The 4 R's; resilience, resourcefulness, reciprocity, and reflection.  We aim to ensure that each theme is memorable and includes a ‘Wow’ moment (or several) this could include a visit, a visitor or anything that sparks curiosity in our children and a desire to learn more. We use assessment to gauge existing understanding of the subject and adjust learning accordingly. Lessons are carefully sequenced and knowledge organisers are used to support the children in building a schema of key facts.  We use Rosenshine’s approach to lesson design within each subject area. The first lesson in a new sequence of learning will always refer back to the previous year group and term’s work. Further lessons will always review previous learning. Our emphasis is on frequent review of content learned to ensure that pupils have a deep and secure knowledge.  Impact  The curriculum at Chacewater is the vehicle through which children learn. This is not just about academic learning. It is much wider than this. We believe our curriculum has a real impact and will therefore extend children’s horizons and aspirations as learners. Children are given opportunities to visit and experience their learning outside of the classroom, through educational termly visits, visits from experts and through performances.  We strive to ensure that our children’s attainment in core and foundation subjects are in line or exceeding their age-related expectations, when we consider the various starting points of children. We always consider age related expectations and have high expectations for all children to succeed.  At Chacewater, we reflect on the standards achieved against planned outcomes. Teachers professional judgement is supported by utilising a range of assessment strategies such as small assessments, quizzes, evaluation of end of ‘unit’ work and concept mapping.  We celebrate the learning at the end of themes, where children demonstrate their knowledge they have gained, through work exhibitions for parents/carers. |

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| **Safeguarding** |
| TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers and volunteers to share this commitment.  Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. |

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| **Application Information** |
| We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:   |  |  | | --- | --- | | Contact Name: | David Hick | | Contact Email Address: | recruitment@chacewaterschool.co.uk | | Contact Telephone Number: | 01872 560302 |   Please note that CVs will not be accepted.  Application packs can be downloaded from: [www.tpacademytrust.org/web/application\_pack/604811](http://www.tpacademytrust.org/web/application_pack/604811)   |  |  | | --- | --- | | Closing Date: | 21st March |   Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.   |  |  | | --- | --- | | Interview Date(s): | 28th March TBC |   To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.  If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post. |

Last updated 01/2023