



**Truro and Penwith
Academy Trust**

Vacancy Information Pack

School Name:	Hayle Academy
Job Title:	ARB SEN Support Assistant

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Hayle Academy

Job Title:	ARB SEN Support Assistant
Pay Point / Pay Range:	TPAT Point 6
Full Time Equivalent Annual Salary:	£23,076
Actual Annual Salary for this Role:	£16,093
Contract Type:	Permanent variable
Hours Per Week / Weeks Per Year	Hours: 30 hours per week Working Weeks: 39 (includes 5 inset days) Paid Weeks – 44.849 paid weeks
Closing Date:	Midnight on Sunday 14 th April
Proposed Shortlisting Date:	TBC
Proposed Interview Date:	TBC

ARB SEN Support Assistant

30 hrs per week Term Time + inset days (Part time considered). From September 1st 2024

TPAT Point 6 - £23, 076 pro rata (as of September 2023)

We are seeking a motivated candidate to join our highly regarded SEN team based in the ARB provision at Hayle Academy in September 2024 to support the learning needs of our students.

We seek candidates who are passionate about access to education and determined that all students, regardless of background or disadvantage, are able to access a high quality offer at Hayle Academy. The ideal candidate will work under the direction of the ARB Lead Teacher to:

- work with small groups of children to support their learning within the classroom and mainstream classrooms as required

- deliver specific one to one, or small group sessions to help them progress through their personalised programmes of intervention
- act as a key adult and mentor for a small group of students with SEN
- encourage and promote the inclusion and acceptance of all children

We are looking for someone who:

- may have had experience of supporting children with autism spectrum disorder or other Special Educational Needs
- has the ability to see where and how they can help children make their next steps
- will commit time and enthusiasm
- is able to act on their own initiative
- can form positive and caring relationships with children which motivates them to learn, grow and be confident
- demonstrates excellent classroom practice with high standards of teaching and learning
- is a good team player who is willing to contribute to the ethos of the school
- is motivated, passionate and reflective about their work

We can offer you:

- training for your role as appropriate to your needs and career aspirations including potential to pursue teacher training at a later date if required
- a friendly, supportive and positive team to work in
- regular support assistant training
- the opportunity to specialise in different areas of special educational needs

Learning is at the heart of everything we do; the successful applicant will need to have a passion for learning and a determination that all students can learn and achieve to their best potential, regardless of barriers.

Hayle Academy currently has 550 11-16 students on roll. In its most recent Ofsted (March 2022), the school was rated Good. Our vision is to inspire students to dream big, to achieve more. We are proud to be part of the Truro and Penwith Academy Trust.

This is an exciting time to join Hayle Academy as we seek to become a beacon of excellence in Cornwall. We see our staff as our most important resource with wellbeing at our core, recognised by our National Gold Wellbeing Award for teaching, learning and leadership. The successful candidate will have our full support in their ongoing career development.

Please email your application form to: Miss Andrea Daddow, Headteacher's PA, at adaddow@hayle.tpacademytrust.org. Please note that CVs **will not** be considered.

Hayle Academy is committed to the safeguarding of children and young people and expects all staff to share this commitment. All offers of employment are subject to satisfactory checks and references, including a DBS check.

Closing date: Midnight on Sunday 14th April 2024

To find out more about Hayle Academy please visit:	www.hayleacademy.net
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To discuss this position please contact Miss Naomi Thomson:	Email – nthomson@hayle.tpacademytrust.org Telephone – 01736 753009
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	Adaddow@hayle.tpacademytrust.org

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants

School Address:	3 Highlanes, Hayle, Cornwall, TR27 4DN
School Telephone Number:	01736 753009
School Email Address:	Adaddow@hayle.tpacademytrust.org
Name of Headteacher:	Mrs Melissa Lock
Website Address:	www.hayleacademy.net

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.

Hayle Academy currently has 550 11-16 students on roll. In its most recent Ofsted (April 2022), the School was rated as Good. Our vision is to create a unique, outstanding, vibrant learning community; a place of learning excellence for everyone.

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 lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided if you would like to arrange to look around.

General Background

Hayle Academy is located in a beautiful corner of West Cornwall. Easily accessed from the A30, the town of Hayle along with its famous three miles of golden sands boast great amenities, some of the most popular beaches in Cornwall, and affords a great quality of life.

Class Organisation

For more details about our class organisation, please see our website www.hayleacademy.net

Staff Organisation

For more details about our staff organisation, please see our website www.hayleacademy.net

Our Curriculum

For more details about our curriculum, please see our website www.hayleacademy.net

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

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. By virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, Section 4(2) of the

Rehabilitation of Offenders Act does not apply to this application as the post involves substantial opportunity of access to children. This means that you may not withhold information about previous convictions, cautions, reprimands bind-overs or warnings on the grounds that it is otherwise 'spent'. All criminal convictions must be declared. Failure to do so may result in your application being disqualified or, if discovered after appointment, may be regarded as grounds for dismissal.

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:	Miss Andrea Daddow
Contact Email Address:	Adaddow@hayle.tpacademytrust.org
Contact Telephone Number:	01736 753009

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:	Midnight on Sunday 14 th April
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	TBC
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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.