



Recruitment Brochure

ENJOYING TODAY, PREPARING FOR TOMORROW

Vacancy Details

One In A Million Free School – Bradford **Enjoying today, preparing for tomorrow!**

Million Free School – Bradford
Enjoying today, preparing for tomorrow!

Learning Support Assistant/s

Salary: £23,656 to £25,992 (Full time salary)
Actual Salary £18,330 - £20,140
Points 2 - 8 on the National Joint Council Pay Scale
Contract: Permanent/Fixed term

Hours: 32.5 hours per week, term time only, plus days
Start Date: As soon as possible

If you are looking for your next opportunity, in a values based school where you can make a real difference to student outcomes, this role could be perfect for you.

Who are we?

- OIAMFS opened in September 2013 with just 60 year 7 students, we are now full and oversubscribed every year. We are based next to the home of Bradford City Football Club, Valley Parade.
- OIAMFS is part of the One In A Million family. One In A Million was established in 2006 as a charity that wanted to make a difference in the lives of young people in Bradford through sport, the arts and enterprise. Our name reflects our values: every child is valued and unique.

What we offer

- We are a small DfE funded school, with approximately 375 students across five year groups, so our class sizes are smaller. This means every teacher knows every student and we all know each other which builds a strong team and community within the school.
- A chance to change the lives of young people from deprived socio-economic backgrounds.
- We place students at the centre of everything we do as a school.
- We genuinely value our staff and fully support their development, wellbeing and career progression. We offer a wide range of CPD opportunities and really encourage staff in their professional development.
- A range of benefits, include access to teacher pension scheme, cycle to work and discounted IT plans and we offer wellbeing support through Health Assured.

Safeguarding

One In A Million Free School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We follow safer recruitment practices. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 and appointment is therefore subject to a satisfactory enhanced disclosure from the Disclosure & Barring Service.

As part of our safer recruitment practices, an online search will be carried out for shortlisted candidates, you may be asked to provide your social media handles.

Job Description

JOB TITLE:	Learning Support Assistant
JOB LOCATION:	One In A Million Free School, Bradford
REPORTS TO:	Assistant Principal SENCO and Inclusion Lead
PEOPLE RESPONSIBILITY:	None
BUDGET RESPONSIBILITY:	As delegated by the Principal

ONE IN A MILLION FREE SCHOOL VISION & VALUES

Our overall aim is to make a difference to young people by engendering respect, self-regard, motivation and engagement. The ethos of our school will be rooted in the name of our charity, where every young person is recognised and valued as 'one in a million'.

Our mission is to enhance the life chances of all students at the One In A Million Free School through a broad and balanced curriculum, and the connected curriculum of Sport, the Arts and Enterprise.

Our vision is that each student will achieve or exceed their potential.

Our values: We are driven by our four core values, Compassion, Honesty, Integrity and Excellence

JOB PURPOSE

The successful candidate will work closely with both staff and students in various subject areas across the school, supporting the learning of pupils with SEN needs across our school curriculum. The role will include delivering and monitoring small group sessions with pupils, as well as feeding back to families and working closely with teachers. Our Learning Support Assistants will also work one to one with students in classroom settings or in our designated space for our SEND students under the direction of the SENCO.

We are looking for an organised individual who enjoys working one to one or in small groups with young people, and has a flexible and positive approach to working as part of a team, with families and the local community.

KEY RESPONSIBILITIES:

Support for students:

- Supervise and provide specific support for students, particularly those with special educational needs, ensuring their safety and access to all learning activities.
- Establish constructive relationships with students and interact with them appropriately and professionally ensuring safeguarding requirements are adhered to at all times for the safety of our students.
- Promote the inclusion and acceptance of all students ensuring motivation and engagement.
- Encourage students to interact with others and engage in activities led by the teacher.
- Set challenging and demanding expectations aimed at promoting self-esteem and independence.
- Assist in the provision of feedback to students in relation to progress and achievement.
- Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes.

Job Description

- Encourage all students to show respect for each other, staff and visitors.
- Promote the participation in vocational activities
- Support students in recognising, developing and celebrating their skills, talents and educational achievements
- Promote student involvement in community activities
- Promote good student behaviour encouraging them to take responsibility for their own behaviour.
- Assist with the supervision of students with SEN out of lesson times, including before and after school and at lunchtime.
- Deal promptly with conflict and incidents in accordance with policies and procedures.

Support for Teachers:

- Work under the direction of teachers in lessons to ensure the needs of the students being supported are met.
- Support the administrative work required for SEN management.
- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans.
- Assist with the display of students' work through the use of ICT and non-ICT means.
- Provide detailed feedback to teachers on students' achievement, progress, problems etc.
- Monitor students' responses to learning activities and accurately record achievement/progress as requested.
- Establish constructive relationships with parents/carers.
- Liaise with teachers in order to support students achieving their learning goals.
- Assist with the planning of learning activities for specific students.
- Administer routine tests and invigilate exams.

Support for Delivery:

- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity for students with SEN and assist these students in their use.
- Undertake structured and agreed learning activities/teaching programmes in accordance with the agreed curriculum.
- Support the use of ICT in learning activities and develop students' competence and independence in its use.
- Accompany teaching staff and students on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.

GENERAL RESPONSIBILITIES:

In addition to the specific responsibilities detailed above, the following general responsibilities apply:

- Comply with all One In A Million Free School policies and procedures ensuring commitment to the school's mission and values.
- Proactively promote and uphold One In A Million Free School acting as an Ambassador.
- Behave in a professional manner (both in and out of school) ensuring that One In A Million is not brought into disrepute.
- Assist in the development of excellent working relationships throughout the school.
- Foster good relationships with external organisations that provide goods and services.
- Take responsibility for Health and Safety of yourself and that of others.
- Commit to ensuring your own personal development.
- Comply with all contractual, legal and reasonable requirements of any venue being used by the school for its activities.
- Carry out any other reasonable duties associated with the post. or as directed by the Principal.

Job Description

SAFEGUARDING:

- Take responsibility for promoting and ensuring the safeguarding and welfare of children and young persons with whom you come into contact with.
- Promote the safety and wellbeing of students, and help safeguard students' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school's child protection policy. Adherence to the School's Child Protection Policy Statement is required at all times
- If you become aware of any actual or potential risks to the safety or welfare of students or other children in the school this must be reported to the Designated Safeguarding Lead or Deputy

Person Specification

ATTITUDES

Aspect	Assessed by	Essential / Desirable
An understanding of and commitment to the mission and vision of One In A Million	Interview & Application	E
Able to demonstrate how the values of One In A Million have been expressed in your life and work	Interview & Application	E
A team player able to motivate others	Application & Interview	E
Committed to individualised and personalised learning with an inspiring, enthusiastic approach that engenders a desire for learning	Application & Interview	D
Understanding of the process of learning	Application & Interview	D
Committed to using a variety of learning environments and resources, including technologies, as appropriate, to maximise learning and progress	Application & Interview	E
Treats everyone with respect and dignity and shows commitment to Equality and Diversity and its effective implementation	Application & Interview	E
Committed to Continuing Professional Development both personally and for colleagues	Application & Interview	E
Committed to collaborative learning and partnerships	Application & Interview	E

KNOWLEDGE & QUALIFICATIONS

Aspect	Assessed by	Essential / Desirable
GCSE Maths and English – Grade C or equivalent	Application	E
Knowledge and/or experience of delivering in the vocational areas of arts, enterprise or sports	Application & Interview	D
Training in behaviour management	Application & Interview	D
Teaching Assistant Qualification/commitment to work towards	Application	E

SKILLS & EXPERIENCE

Aspect	Assessed by	Essential / Desirable
Experience of working with children within 11-16 age range	Application & Interview	E
Experience of working with children with Special Education Needs	Application & Interview	E
Experience of developing curriculum initiatives using the latest technologies to support learning	Application & Interview	D
Providing a safe environment to ensure the physical and psychological safety of the students	Application & Interview	E
A commitment to the holistic development of students – specifically the character development of students	Application & Interview	E
A willingness to contribute to the enrichment activities of OIAMFS and the community work that is at the heart of OIAM.	Application & Interview	E
Evidence of learning delivery	Application & Interview	D
Knowledge and understanding of national education priorities / developments	Application & Interview	D
Experience of making effective use of ICT	Application & Interview	E
Ability to make sound decisions, identify and solve problems and seize opportunities	Application & Interview	E
Well-developed interpersonal and communication skills (including written, oral and presentation skills)	Application & Interview	E
Ability to manage change, showing flexibility, adaptability and resilience	Application & Interview	E
Positive disposition towards inclusion of all students including those with learning difficulties in mainstream learning and education	Application & Interview	E
Able to build strong relationships with key people in relevant organisations	Application & Interview	D