

The advertisement

Job Title: Literacy Intervention Assistant/Teaching Assistant

Location: Derby Pride Academy

Grade/Scale: Grade E (Point 10-14) Actual Salary £20,363-£21,721

Start date: ASAP

Contract: 32.5 hours per week, Term Time only, permanent

Derby Pride Academy is seeking a flexible, committed, enthusiastic and highly skilled Intervention Assistant, to deliver phonics, literacy and reading interventions at Derby Pride Academy. The academy provides statutory education to children who are at risk of permanent exclusion. Pupils who attend the academy have challenging and often complex needs, and exhibit behaviours that prevent them from attending a mainstream school. A significant majority are weak readers with reading ages well below their chronological age.

The successful candidate will identify pupils at KS3 and 4 who require reading intervention, deliver a variety of strategies and record and monitor progress and impact. Pupils will be supported to develop their reading ability so that they can access the rest of their curriculum and be a functional member of society when they leave our academy.

Applicants should have good knowledge and experience of working with Read Write Inc Fresh Start or of another phonics programme. An affinity for pupils with behaviour, emotional and social difficulties is an essential quality for this challenging but rewarding opportunity. Applicants should be resilient, have high expectations, and a sense of humour. You will be working predominantly with pupils on a 1:1 basis and so must be able to build relationships. You will be responsible for working with the Site Lead and Phonics Lead to develop our phonics programme and ensure that we have the required resources and books. You will also support with staff CPD and a whole academy ethos of encouraging all opportunities for reading. This can occur remotely.

For further information, please contact info@derbyprideacademy.co.uk or visit our website <https://www.esteemmat.co.uk/vacancies>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 31 January 2025 (23:59)

Interview date: TBC

We reserve the right to interview suitable candidates upon application and may close the application process prior to this date

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Job description and person specification

Job Description: Literacy Intervention Assistant

Esteem Multi-Academy Trust

Post Title:		Literacy Intervention Assistant
Location:		Derby Pride Academy
Purpose:		To provide intervention strategies for pupils with low reading ages to develop their reading ability whilst on roll
Reporting to:		SLT, English Class Teacher
Responsible for:		Phonics/Reading/literacy intervention strategies and encouraging reading opportunities across the academy
Liaising with:		SLT, Teachers, Support Staff, Parents and carers of pupils
Working Time:		32.5 hours per week, term time only (39 weeks), Permanent
Salary/Grade:		Grade E (Point 10-14) Actual Salary £20,363-£21,721
Disclosure level		Enhanced
PRINCIPLE RESPONSIBILITIES		
To achieve the above		<p>DUTIES AND RESPONSIBILITIES - SPECIFIC</p> <ul style="list-style-type: none"> • Deliver reading interventions to pupils on a 1:1/paired/small group basis • Be responsible for the delivery of the Read, Write Inc. Fresh Start phonics programme • Have an identified caseload of pupils with identified low reading ages • Have responsibility for pupils reading development • Ensure that the academy has a suitable range of accessible books for pupils with different reading ages • Identify and deliver other suitable reading interventions • Identify other interventions that would be effective, cost and resource these • Support staff with phonics CPD • Identify opportunities where staff can be including reading opportunities • Encourage a love of reading by all • Contribute to the baseline assessments for reading age tests using our academy packages • Develop recording systems for evidencing your intervention sessions • Contribute to the reporting of the progress made by your pupil's • Be aware of any pupils with EHCPs and their required learning needs

		<ul style="list-style-type: none"> • Contribute to the production of pupil information packs (PIPs) for your allocated pupils • Target set for your pupils and set ILP targets 3x per year in conjunction with the head of site • Address related targets identified in any EHCP's for SEND pupil's • Diffuse and divert obstructive behaviour and assist all staff in maintaining agreed acceptable standards of pupil behaviour • Ensure safekeeping of all teaching resources and equipment • Promote and reinforce pupils' self-esteem, independence and participation within the school and wider community • Work as a flexible, collaborative team member with and under the guidance of a variety of teaching staff • Be sensitive to the issues surrounding pupils who may exhibit challenging behaviour, are disaffected, have learning difficulties and complex needs • Advise when pupils have made sufficient progress and no longer require 1:1 phonics sessions • Liaise with pupil's families and all agencies working with the pupil • Ensure that your pupils are safe and well and follow attendance guidelines with regards education • Undertake other duties identified by the Headteacher within the general description and responsibilities of the post <p>DUTIES AND RESPONSIBILITIES - GENERAL</p> <ul style="list-style-type: none"> • Adhere to existing working practices, methods, procedures, undertake relevant training and development activities and to respond positively to new and alternative systems • Use information technology and associated systems in accordance with academy policies • Comply with relevant health and safety legislation, policies and procedures in the performance of the duties of the post • Carry out the duties and responsibilities of the post in compliance with the Trust's equal opportunities and environment policies • Maintain confidentiality and observe data protection and associated guidelines where appropriate • Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of the responsibilities of the post
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Other Generic Responsibilities:

<ul style="list-style-type: none"> • Represent and promote the ethos and values of Esteem Multi-Academy Trust • Ensure pupil and staff safety and safeguarding at all times • To be accountable for all decisions made within the parameters of the job description • Participate with performance management and training and activities that contribute to personal and professional development • Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities • Provide a high standard of customer service in all dealings internal and external to the MAT • Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified

- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description
- The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: Literacy Intervention Assistant Esteem Multi-Academy Trust

QUALIFICATIONS AND EXPERIENCE		
Essential		<ul style="list-style-type: none"> • GCSE (or equivalent) Maths and English. • Of working with pupils who exhibit challenging behaviour and are disaffected. • Of supporting/responsibility for the delivery of a phonics programme • Experience of the delivery of a range of effective reading/literacy strategies for weak readers • Of carrying out baseline reading assessments • Of identifying pupils who would benefit from a reading intervention programme • Of encouraging the love of reading
Desirable		<ul style="list-style-type: none"> • Of a small or alternative educational setting other than mainstream • Of delivery of Read Write Inc. Fresh Start programme • Of assisting older KS3/4 pupils with their reading • Of staff CPD and developing other colleagues knowledge of phonics/reading strategies • Of researching and developing new strategies • Of sourcing and costing reading packages/books and presenting with rationale to SLT
KNOWLEDGE AND ABILITIES		
Essential		<ul style="list-style-type: none"> • Ability to deliver a phonics programme to improve pupils reading ability • Knowledge of a wide range of reading interventions • Ability to build positive relationships to older pupils with low reading ages • Ability to devise a recording and monitoring system to evidence in interventions that take place • Ability to present pupil progress • Of safeguarding and child protection policies and procedures • A wide variety of behaviour management strategies and techniques • Of confidentiality/data protection issues • Of the use of ICT (i.e. word processing, e-mail, excel, power point, Teams use and internet capabilities)

		<ul style="list-style-type: none"> • Of how to contribute to the provision of a safe and supportive environment • Ability to diffuse and divert obstructive behaviour and assist all staff in maintaining agreed acceptable standards of pupil behaviour • A good team worker who can work in a collaborative manner under the direction of a variety of teaching staff • Willing to engage in any professional development activities which will aid the effective completion of tasks required by the post. • Promote and reinforce pupils' self-esteem, independence and participation within the educational setting. • Excellent verbal and written communication skills and a good standard of numeracy • Ability to enthuse other colleagues and develop a love of reading ethos • Ability to work flexibly and set your own diary making the best use of time • Equal opportunities - Knowledge of policy as it relates to the performance of duties • Of the complex difficulties facing pupils in their learning situations. • Of basic Health and Safety issues • Knowledge of differentiating work for pupils to ease access according to learning needs
Desirable		<ul style="list-style-type: none"> • Ability to contribute to pupil ILPs and Annual Reviews • Of producing risk assessments for pupils