

Education Support Champion (TA)- ASC

Information Pack
[December 2024]

Education Support Champion (TA) - ASC

Start date:	As soon as possible
Closing date:	Monday 6 th January, 9.00am
Shortlisting date:	Monday 6 th January
Interview date:	To be confirmed
Salary Range:	Actual £19,599 - £21,236 (FTE £25,992 - £28,163) Plus £500 recruitment incentive

Dear Applicant

Thank you for showing an interest in the post of Education Support Champion (Teaching Assistant) working in our Autistic Spectrum Condition Centre (ASC).

Kingsdown School has so much to offer new colleagues which includes a fantastic learning environment, ambitious and aspirational students with high standards of behaviour and the opportunity to work with incredibly talented teachers, leaders and professional support staff.

In January 2020 we had our last Ofsted in which we were judged to be GOOD in every category. In the August before this our Year 11 results saw the school ranked in the top 2% for the most improved schools for their Progress 8.

Across every team in the school - Teaching, Business Support, Front Office, Inclusion, Pastoral, Governors, Middle and Senior Leaders, we are all extremely proud of what we have achieved in the last 5 years for our students, and they too are exceptionally proud of their school. Do take a moment to read the opening paragraphs from our Ofsted Report from the link [here](#). Additionally, click [here](#) to review our latest brochure which shows you the Kingsdown BEATs across every aspect of the school.

Over the last three years Kingsdown School has become the school of choice in Swindon. So much so that we are now oversubscribed in our current Year 7, 8 and 9. This pattern is set to continue for this next year hence we are looking for a creative, inspiring, ambitious and outstanding new colleague to join our team.

A £500 recruitment incentive (R&R) payment will be paid for successful candidates applying directly to RLT for this role, payable after a qualifying period of three months in this role (payable as £250 after 3 months service and a further £250 after 6 months service has been completed). Please see our attached information sheet for more details.

Swindon & Kingsdown:

Kingsdown is an 11 to 16, mixed and non-selective school of 1013 students. We have close to 30% who are DA and 20% who are SEND. We have an SRP for Autism with a provision for 15 students.

We are proud to serve our community. Our parents work with and in partnership with us. On the whole, our students come from Stratton, Penhill & Pinehurst. Our students deserve the best possible education and start in life and our mission statement is that we "champion each and every student". If this truly motivates you - please read on.

For those relocating - 5 great facts about Swindon [besides Kingsdown]

- Areas of natural beauty on our doorstep and close links to many cities
- Excellent rail and road networks
- Housing opportunities at an affordable price
- Low unemployment

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We champion each and every student

- Leisure industry that engages all ages as well as £10 million project for the development of our town - the arts, sports and recreation

What are we looking for in our new Education Support Champion - ASC:

You must have experience of working as a Teaching Assistant and experience of working with ASC students would be advantageous and desirable. The ideal candidate will already have or be willing to obtain NVQ Level 3 TA qualification and Team Teach training. Working Monday to Friday, 32.5 hours per week (8.15am to 3.00pm with the exception of 3.15pm on Monday and 3.10pm on Wednesday) with a 20-minute lunch break. This role is term time only plus Teacher Development days.

For this demanding role the successful applicant must have good organisational skills, flexible working practices, patience, persistence and the ability to build working relationships with students, staff and parents. First aid would be an advantage as well as restraint training, however for the right candidates we would offer training for this.

You will learn more about our Wheel of Excellence from our website and when you visit. Do please take a look at our website kingsdownschool.co.uk.

What will and can we offer you:

By joining our Kingsdown family you will join a team who genuinely cares and champions each and every student and each and every member of the Kingsdown team.

At Kingsdown, we know that staff and students thrive in a 'healthy work culture' and the wellbeing of staff and student outcomes is inextricably linked. We are committed to providing the best working and learning environment for all. The RLT has a staff charter and strong values, we uphold these values and commitments, and further build on these with our Wellbeing Strategy.

One of the core values of the RLT is that 'everyone is learning' and at Kingsdown we ensure each person has the personalised CPLD that they deserve. We do this through a variety of programmes, including our Restless Teacher Programme that allows all staff to take a lead on their own professional development, with the support of colleagues within the school. We are also very excited to be launching our coaching model this year, to allow staff the opportunity to be coached and develop their teaching practice further, whatever stage of their career they are in. High quality CPLD and training are an integral part of our meeting schedule and time is given to curriculum teams to collaborate and learn from each other. Alongside this we have a personalised induction programme that allows for new staff members to join us feeling supported and welcomed from day one. All ECTs have time with their mentors each week and with our team of Professional tutors.

Education has the power to change lives, communities and society for the better. At RLT we believe that we can achieve more for our pupils, trainees, staff and communities by working together rather than alone. Schools in RLT are united by a common belief in the benefits of working together, and by our commitment to shared principles.

OUR VISION is for our schools and SCITT to improve rapidly, continuously and sustainably: to be better faster together.

OUR 'WHY?' is that children and young people 'only get one go' in school and therefore as part of RLT we aim to ensure the best possible 'go' for our pupils.

OUR 'HOW?' is through the highest support and challenge for our schools and each other, underpinned by our principles.

Our employees benefit from a wide variety of support including extensive continuing professional learning and development opportunities, wellbeing and staff networks and

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We champion each and every student

access to Defined Benefit Pension Schemes (TPS and LGPS) for all staff. For more information on what it is like to work for the Trust, and the benefits you could access, please see our [“Working in RLT”](#) guide.

This role includes regulated activity relevant to children.

Where next? If you:

- believe that all students can achieve regardless of their background and postcode
- enjoy the challenge and reward of taking a school from Good to World Class,
- feel that you have the skills and qualities to accelerate student progress, aspirations and self-belief, and
- are truly committed to making a difference especially in Swindon and SN2

.... then this role could be ideal for you and I would very much like to hear from you and talk more.

In the meantime, I thank you for taking the time to read about Kingsdown School and look forward to hearing from you.

With best wishes




Emma Leigh Bennett
Headteacher

The River Learning Trust and Kingsdown School are committed to safeguarding and promoting the welfare of all children and preventing extremism. The Trust is required to conduct a variety of checks and online searches about you as part of their recruitment process in accordance with Keeping Children Safe in Education guidance. It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children.

For all RLT Safer Recruitment Documentation candidates should click on the following link [RLT Safer Recruitment Documents for Candidates](#)

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. For further guidance for applicants click on this link [List of offences that are not filtered](#)

 KINGSDOWN SCHOOL JOB DESCRIPTION		
Job Title: Education Support Champion (Specialist)	Grade: G6 / L	Post Number: E01890 (KD : J4)
	Job Family: SEND & Inclusion	Date Prepared: 14 th December 2007 Updated October 2014
Role reports to: Higher Level Education Support Champion (HLESC)		
Job Purpose: Under the direction of the HLESC, work as part of a team to promote the emotional, physical and educational development of students, including those with special needs, and work in partnership with parents and members of staff.		
Key Accountabilities: Supporting the student <ol style="list-style-type: none"> 1. Participate in activities designed to meet the emotional, physical and learning needs of individual students and small groups of students with ASC. 2. Assist in the planning, delivery and monitoring of individual education plan targets. 3. Monitor students' responses to learning activities and encourage them to take an interest in their own learning. 4. Develop and maintain effective relationships with individual students and groups to ensure that students achieve their learning targets, and that inclusion is promoted. 5. Interpret instructions to students to enable them to complete the task in hand. 6. Support students at break/lunch time, providing structured activities to help develop social skills. Supporting the teacher <ol style="list-style-type: none"> 7. Assist with the organisation of the learning environment and ensure adequate supplies of learning materials. 8. Take responsibility for maintaining accurate special needs records in accordance with school policies and data protection. 9. Use a variety of methods to observe and report on student performance in group and individual situations. 10. Assist with the implementation of individual behaviour management plans for students with ASC. 11. Liaise effectively with parents regarding the development of their children. 12. Produce learning materials and differentiated resources to help students with ASC access the curriculum. Supporting the curriculum <ol style="list-style-type: none"> 13. Assist in the planning delivery and evaluation of learning activities for individuals, groups or the whole class, working with the teacher, HLESC or SENDCo to ensure coverage of the curriculum, including ICT. 14. Help students to develop their literacy and numeracy skills including reading, writing, number and shape. Supporting the school <ol style="list-style-type: none"> 15. Assist with the implementation of a behaviour management programme. 16. Provide consistent and effective support for colleagues in line with the responsibilities of this role. 17. Develop and maintain effective working relationships with professionals including teachers and external contacts. 18. Support the development and effectiveness of work teams in all areas of activity with students or colleagues. 		

19. Support the maintenance of student safety and security and minimise the risks from health emergencies.

Supporting the Education Support Champion

20. Participate in regular performance reviews and ensure that any personal development needs are identified and met. Attend relevant inset training. Review and maintain your own professional practice through agreed development activities.

Other duties

21. In accordance with the provisions of the Health & Safety at Work Act 1974, to take reasonable care for the health and safety of yourself, colleagues and pupils who may be affected by your omissions at work, and to co-operate with the school so far as is necessary to enable the school to perform or comply with their duties under statutory health and safety provisions.
22. Undertake any other duties that can be accommodated within the grading level and nature of this post.

Supplementary Accountabilities:

- A. Support students in developing effective relationships with peers, younger students and adults, challenging anti social behaviour e.g. racism.
- B. Help students to develop self-reliance and confidence in a range of areas including decision making, problem solving and general life skills, and deal in a positive way with their emotions.
- C. Working with the class teacher, specialist teacher, HLESC or SENDCo, support pupils with communication and interaction difficulties, including the use of sign language and Braille.
- D. Working with the class teacher, specialist teacher, HLESC or SENDCo, support students with sensory and/or physical impairment, including the use of mobility aids, Braille machines and ICT.
- E. Provide support to students with cognition and learning difficulties to develop effective learning strategies and support them working individually, as part of a group or with the whole class.

Knowledge and Experience:

Minimum

- Good general level of education to include 5 GCSE (A-C) including Maths and English Language, or further relevant experience in the absence of formal qualifications.
- DCFS Induction (Level 2) or equivalent
- 2 years experience working as a grade 2 TA or other relevant experience,
- NVQ level 2 Teaching Assistant or equivalent

2 years' experience of:

- working with pupils with SEN
- or supervising and delivering a catch up programme
- or supporting a pupil with complex SEN by modifying and delivering programmes as directed by teachers and other professionals

Training

Have or willing to obtain NVQ level 3 Teaching Assistant

Preferred

- Level 3 NVQ Early Years Care and Education
- Level 3 NVQ Caring for Children and Young People
- Level 3 Open College Network Supporting Children Learning or equivalent
- Experience working with students with ASC

Decision Making:

Working under the direction of the line manager/classroom teacher, but some discretion is required – works independently with individuals or groups.

Contacts and Relationships:

Headteacher
Governors
Education professionals
Parents
Staff
Students

Creativity and Innovation:

Working with children with SEN

Emotional Demands:

Responsible for individuals/groups of children, some will make emotional demands on a regular basis.

In accordance with the provisions of the Data Protection Act 1998, jobholders should take reasonable care to ensure that personal data is not disclosed outside School procedures, or use personal data held on others for their own purposes. In accordance with the provisions of the Freedom of Information Act 2000, ensure requests for non-personal information are dealt with in accordance with the School's written procedures.

The particular duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not of themselves justify the re-evaluation of a post. In cases, however, where a permanent and substantial change in the duties and responsibilities of a post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.

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