

# Education Support Champion (TA)

Information Pack  
[June 2024]

## Education Support Champion (TA)

<b>Start date:</b>	September 2024
<b>Closing date:</b>	3 <sup>rd</sup> July 2024. 9.00am
<b>Shortlisting date:</b>	3 <sup>rd</sup> July
<b>Interview date:</b>	To be confirmed
<b>Salary Range:</b>	Salary (to be confirmed based on experience): G4 – Actual £16,088 - £16,357 (FTE £23,114 - £23,500) G5 – Actual £16,357 - £16,909 (FTE £23,500 - £24,294) Plus £500 recruitment incentive

Dear Applicant

Thank you for showing an interest in the post of Education Support Champion (Teaching Assistant).

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 and 8. 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 20 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

[www.kingsdownschool.co.uk](http://www.kingsdownschool.co.uk)

**We champion each and every student**

- Low unemployment
- 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:**

This is an exciting opportunity to play a fundamental role in removing a key barrier to learning and raise aspirations amongst our students. Working alongside a highly motivated team within Inclusion, you will have responsibility for planning and delivering targeted interventions to identified students who need additional support. You will also support students during lessons to help them become independent learners.

You will also be able to demonstrate the ability to encourage students to become independent learners, to provide support for their welfare, and to support the inclusion of pupils in all aspects of school life. The successful candidate will be able to communicate effectively and appropriately with staff, students and parents.

The working pattern for September is currently under consultation and is planned to be Monday to Friday, 30 hours per week (8.15am to 3.15pm Monday, 8.15am to 2.45pm Tuesday – Friday, with a break of 40 minutes).

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](http://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.

[www.kingsdownschool.co.uk](http://www.kingsdownschool.co.uk)

**We champion each and every student**

**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 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: <b>Education Support Champion (standard)</b>	Grade: G5	Post Number: E01889 (KD : J3)
	Job Family: Inclusion	Date Prepared: December 2007 Reviewed: July 2020

Role reports to (Job Title): SENDCo

**Job Purpose:**

Under the direction of the Special Education Needs & Disability Co-ordinator, work as part of a team to promote the emotional, physical and educational development of pupils, including those with special needs.

**Key Accountabilities:**

Under the direction of the classroom teacher or designated supervisor:

**Supporting the student**

1. Participate in activities designed to meet the emotional, physical and learning needs of individual children and groups of children, including those with special needs.
2. Contribute to the monitoring and delivery of Individual Education Plans. (IEP's)
3. Monitor student's responses to learning activities and encourage them to take an interest in their own learning.
4. Develop and maintain effective learning relationships with individual students and groups to ensure that students achieve learning targets. (Unit 3.2)
5. Interpret instructions to students to enable them to complete the task in hand.

**Supporting the teacher**

6. Assist with the organisation of the learning environment and ensure adequate supplies of learning materials.
7. Take responsibility for maintaining accurate special needs records in accordance with school policies and data protection.
8. Liaise with the classroom teacher in order to plan effective support.

**Supporting the curriculum**

9. Assist in the planning delivery and evaluation of learning activities for individuals, groups or the whole class, working with the teacher to ensure coverage of the curriculum, including ICT.
10. Help students to develop their literacy and numeracy skills including reading, writing, number and shape.
11. Lead small group literacy support classes.

**Supporting the school**

12. Provide consistent and effective support for colleagues in line with the responsibilities of this role.
13. Assist with the implementation of a behaviour management programme.
14. Support the maintenance of student safety and security and minimise the risks from health emergencies.
15. Build successful relationships with students, parents, teaching staff, support staff and outside agencies.

**Supporting the Education Support Champion**

16. Participate in regular performance reviews to 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**

17. 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.
18. Undertake any other duties that can be accommodated within the grading level and nature of this post.

Supplementary Accountabilities:	
Job Scope: Number and type of jobs managed:	Job Scope:
Typical tasks supervised/allocated to others:	Budget:
	Assets:

<p>Knowledge and Experience:</p> <p><b>Minimum</b>          Good general level of education, at least 3 GCSE's (A-C) including Maths and English Language or further relevant experience in the absence of formal qualifications.          2 years experience of working in a classroom environment to support teachers.          DCFS Induction Level 2 Course, or equivalent, e.g. previous LA/TA Training courses</p> <p><b>Training</b>          Have or are willing to obtain NVQ Level 2</p> <p><b>Preferred</b>          1 years experience directed by the teacher to deliver work with SEN pupils, or pupils needing "catch up" programmes</p> <p>Already have one of the following</p> <ul style="list-style-type: none"> <li>● CACHE Foundation</li> <li>● CACHE Certificate</li> <li>● Certificate in Learning Support (Open College)</li> <li>● Or equivalent</li> </ul>
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<p>Decision Making:</p> <p>Working under the direction of the line manager/classroom teacher, some discretion to make minor decisions          Contribute to IEP's          Assist in planning, delivery and evaluation of learning activities.</p>
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<p>Contacts and Relationships:</p> <p>Headteacher          Governors          Education professionals          Parents          Staff          Students</p>
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<p>Creativity and Innovation:</p> <p>Accurate record keeping          IEP's          Classroom displays</p>
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<p>Emotional Demands:</p> <p>Responsible for individuals/groups of children, some will make emotional demands.</p>
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<p>Job Specific Competencies:</p>
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<p>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.</p> <p>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,</p>
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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.

Employee Signature:

Print Name:

Date

Line Manager's Signature

Print Name:

Date:

