



Pix Brook Academy Application Pack

Teaching Assistant





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INTRODUCTION

Welcome to Pix Brook Academy and the Bedfordshire Schools Trust. Thank you for expressing an interest in our current vacancy.

We have collated this application pack to provide you with all the information you should need to enable you to apply for this role.

However, if you would like any further information or would like to make a visit to our academy, please contact:

Cathy Bailey

HR Manager

cbailey@bestacademies.org.uk

Tel: 01462 416243

Pix Brook Academy

Arlesey Road, Stotfold, Bedfordshire SG5 4HB

www.pixbrookacademy.co.uk

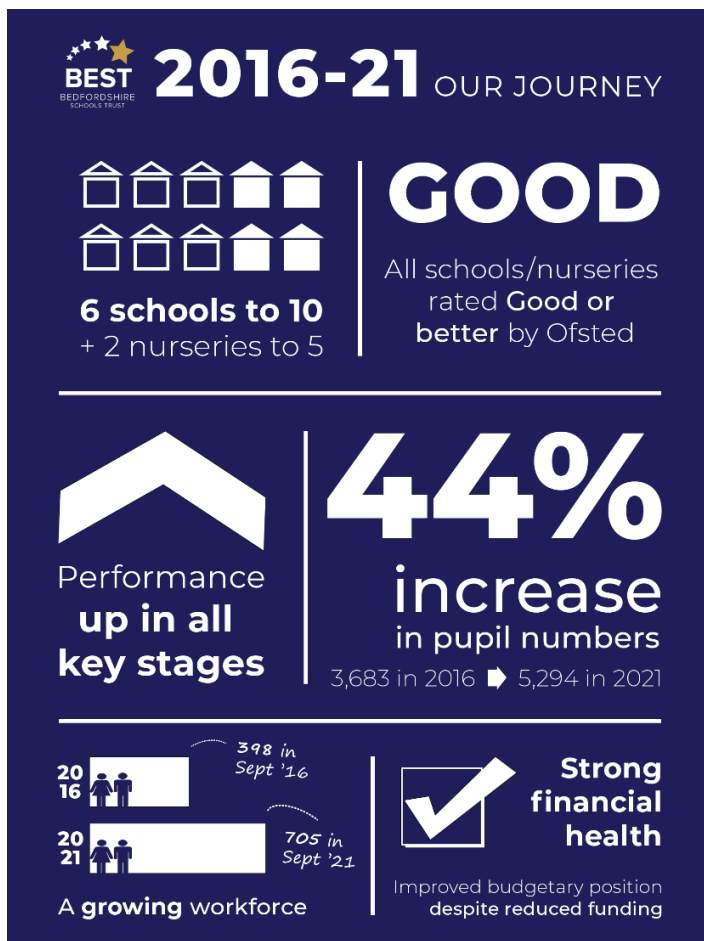


ABOUT BEST

The Bedfordshire Schools Trust (BEST) is a multi-academy trust providing exceptional education across our community of 10 schools and five nurseries.

Since forming in 2016, we have grown significantly into one of the largest single employers in Central Bedfordshire.

We now educate more than 5,000 children across the area, from nursery age to advanced level study, and have over 700 members of staff.



*This infographic charting the journey of our trust was originally created for our **5 Years of BEST** commemorative brochure which was produced in September 2021 – a digital version is available to read on our website*



It is our aim to grow the BEST in everyone, and everything we do is driven by our values. We will:

- Always put children first
- Collaborate to support and compete to challenge
- Provide community-based provision
- Have the courage to be compassionate

Our aims can only be achieved if we recruit, retain and develop the highest quality workforce – and we want those we employ to be valued in the workplace.

As a single employer, we are able to offer all our staff a fantastic range of benefits, including an excellent working environment, opportunities for career development and training, and discounts and deals that will help save you money.

Full details can be found in our BEST People staff benefits brochure, available for download from our MyNewTerm careers page, or on our website at www.bestacademies.org.uk/jobs

The first five years of BEST have been a real success story – and we are looking forward to an exciting future, too.

A primary-secondary model of education is being established to replace the current three-tier system in Central Bedfordshire, more schools are looking to join us as we seek to grow further, and performance across all key stages continues to improve.



ABOUT PIX BROOK ACADEMY

Welcome from the Principal

Thank you for your interest in the Teaching Assistant position at Pix Brook Academy.

Pix Brook Academy opened in September 2019 to its first group of Y5 pupils. Working from brand new facilities in the village of Stotfold, the school offers a fantastic opportunity for a colleague to join a school as it grows. This position would suit a candidate who is looking to develop their career or accept a new challenge in a highly supportive and forward-thinking school.

The school includes all the facilities and resources expected of a brand-new school and provides a genuinely outstanding teaching environment.

The school is part of the BEST multi academy trust which is based in Central Bedfordshire and includes a number of lower, middle and upper schools. The trust benefits from a strong relationship with a teaching school and is both well established and supported. The bespoke design of the building is intended to provide the ideal learning environment and suits both primary and secondary pupils. In 2025 the current plan for the school is to develop into a secondary school catering for pupils from Year 7 to Year 11.

Currently the school recruits from the lower schools in the surrounding area all of which are either OFSTED outstanding or good schools. Parents are highly supportive of the school and its ethos. In the school's OFSTED inspection in January 2024 inspectors judged the overall effectiveness of the school to be good with outstanding judgements for Behaviour and attitudes and Leadership and management.

I am unapologetically ambitious for the people at the school, both staff, pupils and the school itself. I believe that we should be highly aspirational in our goals for ourselves and our pupils and that we have a responsibility to ensure we make a difference. If you feel the same then this is an unparalleled opportunity to make your mark on a school where the curriculum and pupil experience is limited only by your imagination.



If you would welcome the opportunity to build your career within a new school, to join a team of committed, innovative and energetic staff who are determined to provide an outstanding pupil experience then I would be delighted to hear from you.

If you would like an opportunity to visit the school please contact Cathy Bailey on: cbailey@bestacademies.org.uk

Steve Adams
Pix Brook Academy Principal

Working at Pix Brook Academy is an unprecedented opportunity to be involved in a genuinely exciting and innovative growth programme and have real influence and input into shaping the future development and success of this creative and rural community school.

Membership of the Trust means that opportunities available to staff are varied and wide- ranging. The Trust includes good relationships with a Teaching School offering training and development opportunities for all staff. The growth and development of Pix brook

Academy ensures that there are also many opportunities for staff to rapidly progress their careers if they so wish.



We understand the hard work associated with working at a new school. In recognition of this, we are committed to providing all staff with the support and resources to deliver outstanding lessons and develop their career within the profession at Pix Brook Academy and beyond. In return for your commitment and hard work we offer:

- Fantastic learning environment in new facilities.
- Supportive parents and fantastically well-behaved pupils allowing you to focus on teaching and learning.
- Supportive, experienced team.
- Opportunity to join a growing school and influence the culture and ethos of a new school with associated career progression as the school grows.
- All teachers receive a new laptop.
- All classrooms have 21st century technology including Clevertouch interactive screens.
- Subsidised membership to the Pendleton Gym. (Two minutes from the school).
- Support from the BEST multi academy trust for CPD including the full suite of NPQ's.
- Rural location with extensive parking yet only 35mins from King Cross.



HOW TO APPLY

We use an application form, rather than asking for CVs, for most vacancies. This ensures all applicants present their information in the same standardised format and tell us only what we need to know.

Apply online via the MyNewTerm website at www.mynewterm.com before the closing date.

Closing date: Midnight, Sunday 19th January 2025

Interview date: TBC

BEST is an equal opportunities employer and we are committed to encouraging equality, diversity and inclusion among our workforce.

We are committed to safeguarding and promoting the welfare of children. All offers of employment will be subject to satisfactory pre-employment checks and references, including enhanced Disclosure and Barring Service (DBS) clearance.

Strictly no agencies.

We look forward to receiving your application.



JOB DESCRIPTION

Job Title	Teaching Assistant
Based at	Pix Brook Academy
Salary/Grade Range	£17,389 - £17,677 actual – Level 2a Point 3-4 (FTE £22,737 - £23,114)
Responsible to	SENDCO/Classroom Teacher
Hours	32.5 hours a week term time only plus five training days plus key school events

Duties & Responsibilities

- Attend to the educational, personal and social needs of pupils and any other requirements depending on the pupil's special needs.
- Promote and support the inclusion of all pupils in the learning activities.
- Support specific students as well as small groups
- Assist with preparation for school visits and the supervision of pupils on such visits, in liaison with the trip leader.
- Support and implement the school's behaviour policy
- Record pupils' progress and achievements, using the results of this monitoring in further support work.
- Within the overall plan set by the class teacher to assist in devising and extending educational activities and in preparation of the curriculum. This may include contributing to the development and implementation of Personal Support Plans (PPPs) and Pastoral Support Plans.
- Ensure all PPPs and Passports of students supported have been read and implemented.
- Prepare, maintain and use classroom teaching materials and equipment, including organising the use of audio/visual and ICT equipment, as directed by the SENDCo or class teacher.
- To attend staff meetings, participate in performance management arrangements and undertake training and development activities.



- Willingness to undertake training and learn new skills in specific areas of SEND.
- To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential or sensitive information.
- To undertake tasks of a similar nature and level, as directed by the Principal/Manager including exam invigilation.

Note

Whilst every effort has been made to explain the 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 the BEST Principals to undertake work of a similar level that is not specified in this job description.



PERSON SPECIFICATION

Job Title: Teaching Assistant

	Essential	Desirable
Qualifications	Educated to GCSE level (or equivalent) with English and Maths at grades A*-C	A level / NVQ level 3 and or university graduate
Skills and Experience	Demonstrate application of information and communication technology for development of learning and teaching in the subject. Ability to inspire, enthuse and motivate pupils	Willingness to acquire first aid qualification. Willingness to undergo further qualifications in various SEND.
Personal Attributes	Ability to work effectively as a member of a team Ability to communicate effectively with children and adults. Ability to work on own initiative Able to demonstrate high standards of integrity, confidentiality and reliability Flexible approach to adapt to changing environment Willingness to undertake appropriate further training Ability to meet the physical needs of pupils	
Other	Appropriate DBS clearance, references and checks (before the post is taken up)	

