



The Shared Learning Trust

THE VALE
ACADEMY

WHY WORK FOR THE VALE ACADEMY?

ABOUT US

- At The Vale Academy, we put our children at the heart of everything we do, to serve our local community
- You'll be working alongside a collaborative, forward thinking, friendly and supportive team of around 50 staff
- Unparalleled CPD opportunities with The National College catered to your development needs
- Excellent opportunities to develop and grow in a successful and expanding Trust
- Fantastic children with a wonderful desire to learn
- Employee of the month scheme, winning shopping vouchers
- Fantastic staff benefits that make a difference to your work-life balance
- 15% off annual membership for Active Luton Gym

WE LOOK FORWARD TO HEARING FROM YOU

Please read the information in this pack. If you are interested in this job opportunity, please apply online today via our career site on: <https://www.thesharedlearningtrust.org.uk/vacancies3/60982.html>

If you have any questions about the role or would like to visit the academy, please contact **HR Recruitment, Jay Powell on 01582 211 226** or j.powell@thesharedlearningtrust.org.uk

If you decide to apply, you should include a letter with your application form on no more than two sides of A4, giving your reasons to for applying for the post, addressing information you have read in the pack with particular reference to the person specification and outline any relevant experience you would bring to the trust. Please do not send a generic letter; we really are looking for someone who is prepared to respond to us as an individual trust. You can be sure we will take time and care in reading your letter; we appreciate how much energy goes into it.

SAFEGUARDING

"We believe in the safeguarding and welfare of children and expect all staff to share this view."

The academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. We are an equal opportunities employer.

The Department of Education (DfE) has set out statutory guidance 'Keeping Children Safe in Education' for schools and colleges on safeguarding.

Safeguarding is defined in paragraph 4 as: "Protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes."

The definition of 'children' includes everyone under the age of 18.

HERE'S WHAT OFSTED HAVE TO SAY

Leadership and Management: 'GOOD'

The school's Headteacher has worked quickly with senior leaders, supported by the work of the academy trust, to maintain the strong sense of community among staff, pupils, parents and trustees. Leaders are well regarded by all staff. Consequently, staff morale is high.



OUR LEADERSHIP



Cathy Barr,
CEO

Firstly, let me start by thanking you for taking the time to read our information pack and allowing us the opportunity to tell you more about The Shared Learning Trust.

I first began working for The Shared Learning Trust as principal of The Stockwood Park Academy in 2009. Since then, the trust has grown from strength to strength, employing some 500 fantastic staff members who serve over 4000 children within our communities. It is my privilege to be CEO of our family of schools and work with each head of school to ensure the best possible education in their own academy.

Our ethos is simple; to build a collaborative partnership of academies and schools that will provide exceptional educational provisions, both in and outside the classroom for all our children. Our academies ensure students are supported, monitored and encouraged, ensuring that their learning experience will be challenging, rewarding and memorable. Students enjoy their time at our academies and give back to the wider community. They are role models and young leaders, who contribute to collegiate ethos with maturity.

We aim to recruit staff who:

- Are excited by their role and by the prospect of working with young people, even those who are less motivated
- Love the processes of learning and teaching and are keen to continually develop their own skills
- Recognise that teaching can be a demanding job and can react positively to those demands
- Will subscribe to the ethos of the trust and 'go the extra mile' in terms of time and commitment to get the very best from our young people
- See break duty as an opportunity to talk to children
- Are quick to praise and slow to criticise and are not afraid to admit to seeing themselves as potential leaders of the future

I am conscious that this may be your first contact with our trust and first impressions are very important. I hope what you have read, coupled with anything else you discover about us, inspires you to apply for this post.

With best wishes, Cathy



ABOUT THE VALE ACADEMY

Behaviour and Safety of Students: 'OUTSTANDING'

"The behaviour of pupils is outstanding. Pupils have exceptionally positive attitudes to learning and act responsibly in managing both their own behaviour and helping others in the academy. This contributes to the friendly, social atmosphere in the academy. Pupils are proud of the academy. The buildings and grounds are neat and tidy, and pupils have plenty of room to play and places where they can sit quietly and reflect. Pupils all speak positively about how much they enjoy and value being a part of the academy, and this is evident in their very smart appearance and their impeccable manners"

Quality of Teaching: 'GOOD'

"The strong, positive relationships between adults and pupils support the outstanding attitudes to learning that pupils show in lessons and around the school. All staff have high expectations of pupils' behaviour. Classrooms are well organised, bright and welcoming. They have been thoughtfully set up for the new age ranges of pupils on the academy's roll. Teachers have high expectations, assess pupils' progress accurately in lessons and provide work that children enjoy"

Achievement of Pupils: 'GOOD'

"Children start school with skills and knowledge below those which are typical for their age. Pupils reach standards, in both English and mathematics that are higher than those expected for their age. Pupils' positive attitudes to their learning, together with careful assessment and planning by teachers to challenge pupils to do their best work, contribute strongly to the achievement being made."

VISION & VALUES



'STRIVE, ACHIEVE, BELIEVE'

We are a unique family of schools, sharing our practice and beliefs to enable young people to achieve more than they ever thought possible. At The Shared Learning Trust, we will provide exceptional opportunities for all to be aspirational and develop a passion and excitement for learning! We will ensure our children, students and adults cultivate a strong self-belief so that they can flourish and develop into successful, well-rounded, self-respecting people. Our commitment to this vision can be demonstrated by our behaviours:

STRIVE

We will:

- Provide a caring, nurturing environment where children and young adults feel happy, healthy and supported. Our academies will be places of safety, enabling pupils to develop courage, strong ambition and be the best that they can be
- Continue to work together to share innovative practice and to provide a wealth of opportunities for all pupils and staff
- Have a Cross-Trust focus on high achievement and standards, where children are supported to meet ambitious targets
- Focus on the development of all our staff through quality recruitment and retention, with excellent opportunities for clear and dynamic career progression

ACHIEVE

We will:

- Aspire to provide exceptional lessons and learning opportunities, incorporating effective use of new technologies, enabling our learners to be successful and innovative
- Share strong trust approaches to our key issues, e.g. teaching, assessment, attendance and curriculum development
- Offer an interesting yet challenging curriculum in each of our academies
- By our all-through education, guarantee excellent 2-19 provision, with clear progression routes for all
- Continue to expect good behaviour and conduct at all times, allowing all to make progress and achieve excellence
- Place emphasis on collaboration with partners outside of our trust to maximise opportunities for all in our trust

BELIEVE

We will:

- Enable all of our learners to develop and flourish, through close working and regular communication with our families and local community
- Care for our families beyond the school day, supporting the development of high self-esteem and belief
- Ensure that every child in our trust reaches their full potential by providing exciting opportunities both inside and outside of the classroom
- Promote can-do attitudes and resilience across the trust that develop belief and high expectation

STAFF BENEFITS

We offer a fantastic range of benefits across our trust, supporting our staff in a variety of ways. Ranging from an extensive **Wellbeing package**, to free tea and coffee, you can be reassured that we have your best interests at heart.



Staff social events, including 5-a-side football and BBQs



Free eye test vouchers for all staff members



Free, onsite car parking at all academies



Reduced gym membership



Cycle to work scheme



Support for all staff with an experienced licensed counsellor



Free tea & coffee plus a reusable Bamboo coffee cup for new starters



Enhanced pension employer's contribution & death in service payment



Support with relocation, including a range of information and contacts



Online delivery drop off service, including Amazon deliveries



Refer a friend £500 bonus scheme

CAREER PROGRESSION

Offering all our colleagues the opportunity to progress and flourish within their careers is paramount at The Shared Learning Trust.

To continue our support for all members of our staff community, we have partnered with the Teacher Development Trust, offering our colleagues the opportunity to further their professional development by studying for specialist NPQs which are all completely funded.

We also offer CPD through The National College, offering a huge variety of CPD courses to all staff.



All colleagues have access to Perkbox, our Employee Benefits Programme, offering them a huge range of perks from vouchers, to free hot drinks or sausage rolls, from online gym classes to free online movies and a substantial **wellbeing package**.

When it's your birthday, you can also choose from a wide range of birthday boxes, complimentary of us!



Perkbox also provides access to 24/7 access to GP appointments, confidential support and guidance through our Employee Assistance Programme.

Colleagues have access to a team of fully qualified counsellors and advisors, with support for a range of emotional, legal and financial issues, along with a **wellbeing portal**, full of resources and videos.

We are excited to announce the proposed merger of The Shared Learning Trust (TSLT) with Advantage Schools (AS), which will take place on 1st September 2024. Consequently, all staff will be employed by Advantage Schools from 1 September 2024. Below are the key benefits of this merger:



ENHANCED CAPACITY

The merged Advantage Schools will have greater capacity and resources, enabling us to provide improved support and opportunities for our staff and students. This includes access to additional expertise, shared funding, and facilities that will enrich the educational experience.

CONTINUED GROWTH AND DEVELOPMENT

Joining an academically strong MAT will support the continued growth and development of TSLT's schools. We will benefit from shared best practices, innovative strategies, and collaborative initiatives that will enhance the quality of education and support services we offer.

IMPROVED SUSTAINABILITY

By transferring to AS and creating a larger organisation, we can ensure the long-term sustainability and viability of our educational provision. This move will enable us to navigate challenges more effectively and position ourselves for sustained growth and success in the evolving landscape of education.

COMMITMENT TO EXCELLENCE

AS shares our commitment to excellence in education. By aligning with a like-minded organisation, we can collectively uphold high standards of teaching, learning, and student outcomes across all 10 schools.

OPPORTUNITIES FOR STAFF DEVELOPMENT

Staff within the trust will have access to additional opportunities for professional development and career progression through a broader network of schools. This will enable our staff to further enhance their skills, expertise, and professional growth.

SCALE AND INFLUENCE

A larger combined business support function will have increased scale and influence in negotiating contracts, partnerships, and collaborations with external vendors, service providers, and government agencies. This will lead to better terms and outcomes for all.

The merged organisation will enhance educational opportunities and resources for pupils within the Luton, Central Bedfordshire, and Bedford areas. Leaders look forward to the exciting developments that this union will bring to both trusts and their respective communities.

Advantage Schools, which is based in Bedford and Central Bedfordshire and was formed in April 2017, comprises two secondary schools and three primary schools. Advantage Schools has also recently received approval from the Department for Education to establish a new free school in Bedford, further expanding its reach and impact.

If you would like any further information for our recruitment team, please do not hesitate to contact us.

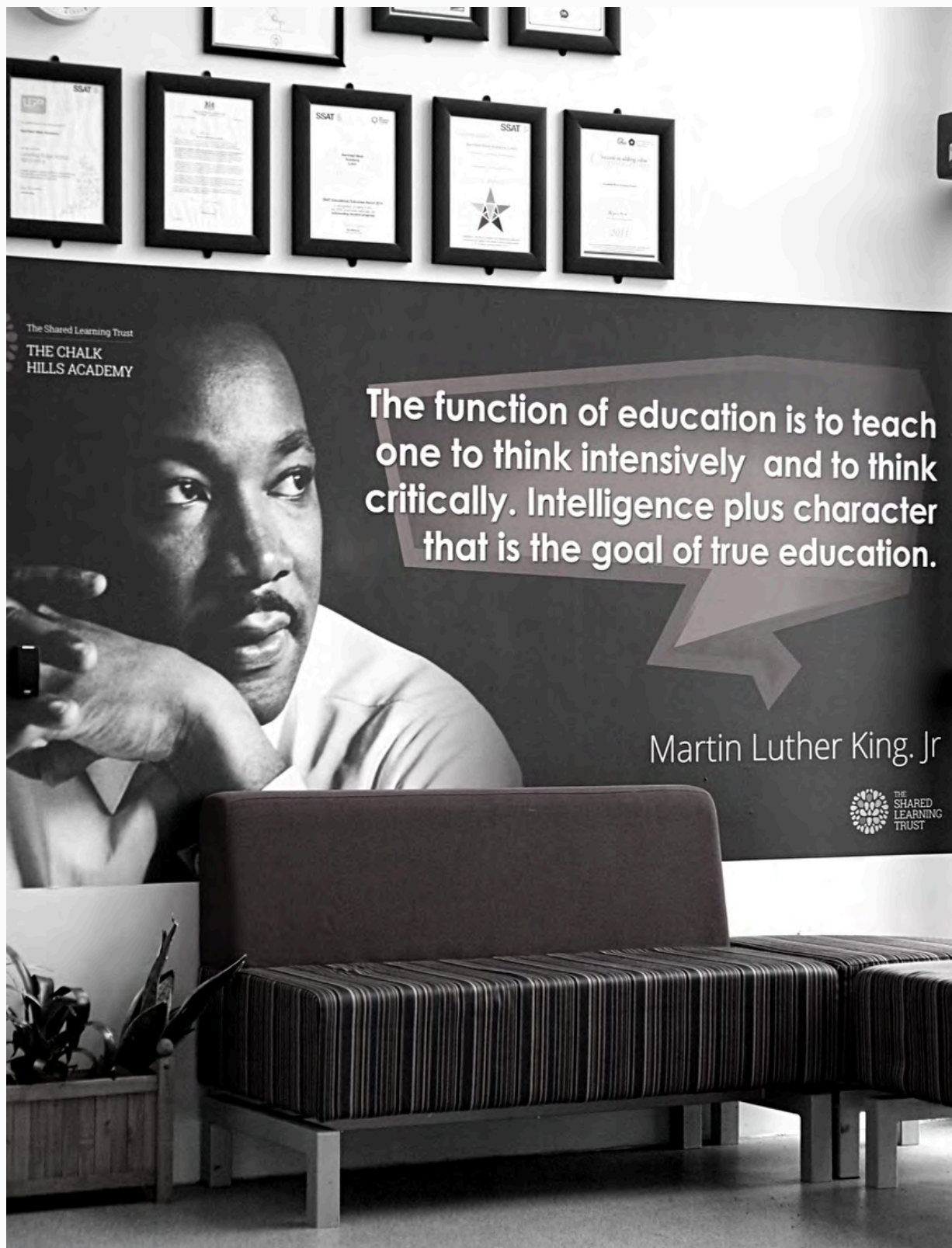


RECRUITMENT BOOKLET



The Shared Learning Trust

THE VALE
ACADEMY



The Shared Learning Trust
THE CHALK
HILLS ACADEMY

The function of education is to teach one to think intensively and to think critically. Intelligence plus character that is the goal of true education.

Martin Luther King. Jr



SEE MORE AT

WWW.THESHAREDLEARNINGTRUST.ORG.UK



Higher Level Teaching Assistant & Cover Supervisor

We are seeking a highly motivated and experienced Higher Level Teaching Assistant (HLTA)/Cover Supervisor to join our dynamic team at The Vale Academy. The successful candidate will play a crucial role in supporting the educational and pastoral needs of our students, ensuring continuity of learning during teacher absences, and contributing to the overall development of our school community.

Here at The Vale Academy, we are passionate about inspiring young minds and ensuring that in everything we do, we are making a positive impact on our student's lives. Therefore, we are seeking to recruit an enthusiastic HLTA who will take pride in supporting students and delivering engaging lessons that set our pupils up to succeed.

Key Responsibilities:

Classroom Support:

- Deliver lessons and supervise classes during teacher absences, ensuring a positive and productive learning environment.
- Assist in the planning, preparation, and delivery of learning activities under the guidance of teaching staff.
- Support students in their learning, providing one-on-one or small group assistance as needed.
- Manage classroom behaviour effectively, following the school's behaviour management policy.

HLTA Duties:

- Work collaboratively with teachers to plan and deliver targeted interventions and support programs.
- Assess, record, and report on students' progress and development.
- Support the development and implementation of Individual Education Plans (IEPs) for students with special educational needs.
- Contribute to the preparation of resources and learning materials.

Pastoral Care:

- Provide emotional and social support to students, fostering a positive and inclusive school environment.
- Monitor and support the overall well-being of students, referring concerns to appropriate staff members when necessary.
- Promote positive values, attitudes, and good pupil behaviour, dealing promptly with conflict and incidents.

Administrative Support:

- Maintain accurate records of student attendance, progress, and any incidents that occur during cover periods.
- Assist with the supervision of students during break times, lunchtimes, and on school trips as required.
- Undertake administrative tasks related to the role, such as preparing display boards and organizing classroom materials.



The Shared Learning Trust

VALE
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The ideal candidate will have;

- HLTA status or equivalent qualification.
- Strong understanding of the National Curriculum and educational best practices.
- Previous experience working in a school environment, preferably in a similar role.
- Ability to manage a classroom effectively, maintaining a calm and productive learning environment.
- Strong organizational skills with the ability to multitask and prioritize effectively.
- Excellent communication and interpersonal skills, with the ability to build positive relationships with students, staff, and parents.
- Empathy, patience, and a genuine passion for working with children and young people.
- Proactive and flexible approach to work, with the ability to adapt to different situations and challenges.

Job Specifics:

Start date: September 2024

Salary: NJC L4 Point 9 - 14 £25,119 - £27,334 FTE. **Actual pro- rata salary £17,733- £19,297**

Contract: Full time, Fixed Term until 31st August 2025, Term time + inset days, 30hours per week **8.45am-3.15pm, 30 mins lunch**

The Trust reserves the right to interview and appoint a suitable candidate before the deadline date.



Job Description

Main Duties and responsibilities

Support for Pupils

- Use specialist (curricular/learning) skills/training/experience to support pupils
- Establish productive working relationships with pupils, acting as a role model and setting high expectations
- Promote the inclusion and acceptance of all pupils within the classroom
- Support pupils consistently whilst recognising and responding to their individual needs
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities
- Promote independence and employ strategies to recognise and reward achievement of self-reliance
- Provide feedback to pupils in relation to progress and achievement
- Answer student queries
- Adhere to the school's policies and procedures
- Collect completed work after the lesson and return it, marked, to the appropriate teacher
- Evaluate lessons taught, identify significant learners

Support for the School

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to the overall ethos/work/aims of the school
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
- Attend staff meetings and any other CPD required
- Supervise pupils on visits, trips and out of school activities as required
- Undertake supervision of students at break and lunchtimes and in after/before school clubs should a need arise, on prior arrangement and notification by the Principal
- Act proactively in the day-to-day management of pupil behaviour, following school policy
- A willingness to take on relevant training in basic first aid and the administration of medicines
- Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, as determined by the Principal

This list is by no means exhaustive; it is more of a guide of expected duties. The post holder may therefore be directed by the Head of School to undertake any other duties commensurate with this role



PERSON SPECIFICATION

Candidates will be assessed on the following:

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
A good standard of Numeracy and both written and oral English	✓		PT, IV
EXPERIENCE			
Previous experience or employment in an educational setting, or specific to working with children	✓		IV AF
A proven interest in working with children of all ages (4-12)		✓	IV AF
SKILLS/KNOWLEDGE/ABILITIES			
Ability to communicate effectively and appropriately with children and adults	✓		AF/IV
Knowledge of how/when best to intervene in children's play and socialising in order to create a happy and safe environment	✓		AF/IV
Patience and resilience	✓		AF/IV
Team working experience and attitude	✓		AF/IV
Ability to organise and resource child-friendly activities	✓		AF/IV
Passion for and commitment to the educational needs and the development of happy and competent children	✓		AF/IV
Creativity; the ability to engage children	✓		AF/IV
	✓		AF/IV



Ability to forge relationships based on mutual respect and understanding			
Working knowledge of effective strategies for behaviour management for children within the Primary phase	✓		AF/IV
Ability to demonstrate knowledge and commitment to Equality and Diversity	✓		AF/IV
A knowledge and understanding of the requirements of Safeguarding Children and Vulnerable Adults in the education sector as applicable to this role	✓		AF/IV
A knowledge and understanding of health and safety standards and best practice	✓		AF/IV

AF = Application Form IV = Interview REF = Reference PT = Presentation and/or test

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

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