



Candidate Brief

General Assistants



Welcome

EQUA Mead Learning Trust is a family of like-minded schools, that collaborate to provide mutual support, share best practice and learn from each other, whilst retaining and developing each school's individual and distinctive character. We believe every child has the right to an inspiring and fulfilling education and we seek to improve the life chances of all those we serve; therefore, we make it our mission to give **Every Child, Every Chance** of success.

At EQUA Mead, we are an inclusive, passionate and forward-looking educational organisation. We are a Trust of sixteen primary schools, two secondary schools and eight nurseries, all based in Wiltshire. Across our schools, we have four resource bases that provide specialist education to children and young people with complex needs.

We believe in the power of education to transform lives and shape a brighter future. We are dedicated to fostering a strong sense of community where everyone works together to achieve their very best. At all of our schools, we do all we can to enable each child and young person to realise their full potential and to develop positive social and moral values.

We understand that successful schools are rooted in their local community. We respect and value the individual nature and ethos of each school while knowing we are more effective when we work together and support each other. We are a mixed Trust that benefits from both church and non-church-based schools and we actively celebrate this diversity. We are highly inclusive and collaborate closely to promote a culture of openness and integrity.

We thrive on providing a wealth of support to schools and seek to empower school leaders. Our CPD, NPQs, ITT, networks, training, research programmes and range of courses underpin a comprehensive development programme for all staff, whilst ensuring wellbeing is at the centre of all decision making.

If at any stage, you would like to find out more about EQUA Mead Learning Trust, please do feel free to get in touch.

Paul Skipp
CEO, EQUA Mead Learning Trust



Every Child, Every Chance



Castle Mead School

Headteacher: Mrs Emma Larkham

Ofsted rating: Good (March 2023)

Address: Mascroft Road, Trowbridge BA14 6GD

Contact: admin@castlemead.wilts.sch.uk | 01225 768641 | www.castlemead.wilts.sch.uk

Castle Mead School was built in 2014 as a new school for the Castle Mead estate. The school continues to grow in size and when full there will be two classes in each year group with over 400 children on roll. There is a Resource Base providing specialist support for children with a range of complex needs. The school has a strong community feel and staff pride themselves on supporting children to be effective citizens in school and wider society. The school offers an exceptional learning environment, including specialist music and technology rooms, and group learning rooms. The Early Years classes have access to enclosed outdoor play areas that can be used all year round. The school also has extensive grounds and a fantastic outdoor space, which now includes a trim trail. Children grow their own fruit and vegetables and have chickens as part of the school environment.

The school was delighted to be judged Good in all areas by Ofsted in its first inspection in June 2017, and again in March 2023.

“I like the way that Castle Mead functions and I am trusted and respected in my work”

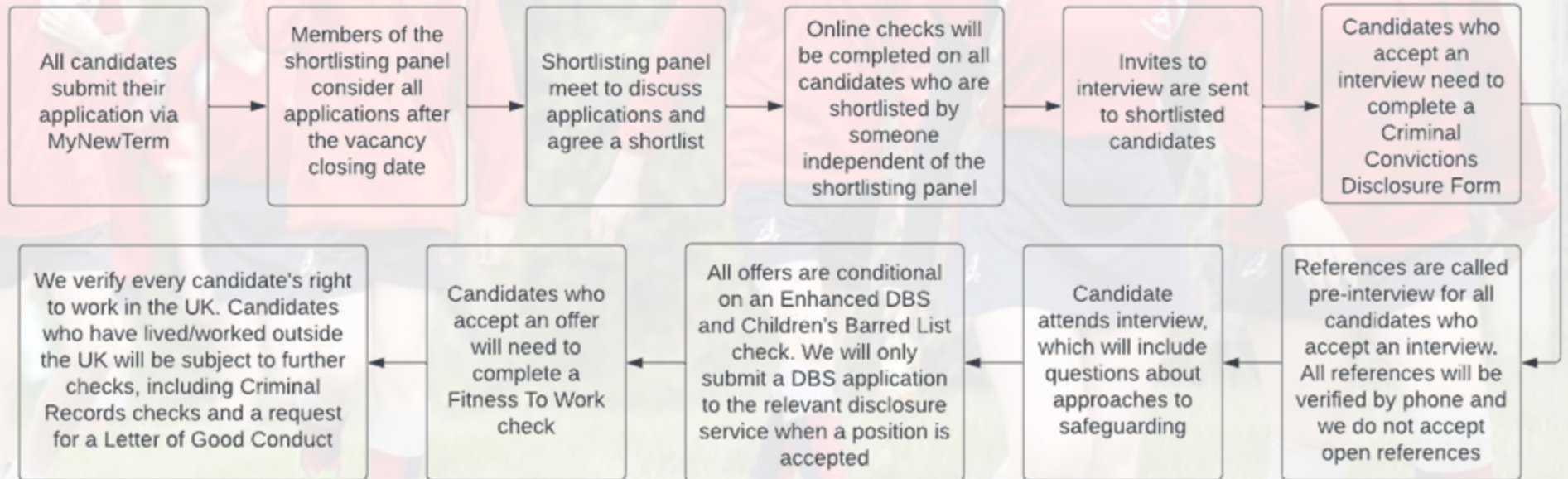
Castle Mead staff member, Staff Opinion Survey, February 2023



Safeguarding in our Trust

Keeping our children safe is of paramount importance to us. You can read full details about our approach to safeguarding and child protection on [our website](#).

Our commitment to safeguarding includes our recruitment process, which is outlined here:



For information on what personal data we collect as part of the recruitment process, and why, you can read our [Privacy Notice for Job Applicants](#).

The revised DBS code of practice for registered persons and other recipients of disclosure information is [here](#).



Vision and values

Our Mission

Our mission is to give Every Child Every Chance of success.

Our Vision

Our vision is to enable all learners to believe in themselves. Our children and young people will enjoy an ambitious and inspirational education that develops their character, confidence, knowledge and the skills they need to succeed in life. Our schools are places that launch interests and ignite passions, and provide inspirational learning for all; where children and young people are:

- Happy and safe
- Inspired and supported to reach their full potential
- Equipped to become resilient, independent learners
- Prepared to live responsibly and peacefully in the spirit of understanding, tolerance, equality and friendship
- Children are at the heart of our work. The Trust's role is to enable school leaders to focus on their core business of ensuring that every child thrives.

Our Values

Our values give our organisation its purpose and direction. We believe in:

- Excellence • Collaboration • Creativity



Key information about this role

Main place of work: Castle Mead School, Mascroft Road, Trowbridge BA14 6GD

Salary: Grade B (£11.59 per hour)

Contract: Permanent

Hours: Two vacancies are available, both working 10 hours per week, Monday - Friday, 40 weeks per year. We will consider one person taking on both roles. Please indicate on your application which hours you would prefer to work:

Vacancy 1: 11.30am - 1.30pm

Vacancy 2: 3.30pm - 5.30pm

Closing date: 9.00am on 12 July 2024

Interview date: 18 July 2024

Start date: 2 September 2024



Our new General Assistants

The purpose of this critical role is to support the housekeeping team to ensure the school is kept clean and sanitary. Key duties and responsibilities will be:

- Hoovering and mopping
- Polishing and dusting
- Emptying and recycling of litter bins
- Cleaning staff and children's facilities, including toilets
- Using powered equipment (e.g. vacuum cleaners and polishers) where appropriate
- Detecting and reporting premises defects
- Undertaking necessary action in event of severe weather or emergency (e.g. putting down salt and clearing paths in winter)
- Reporting any potential hazards on the school site

You'll be someone who:

- Has high standards of personal organisation
- Is resilient, passionate and hard-working
- Can build trust and mutual respect with children and staff
- Has a cheerful disposition and good sense of humour
- Is able to follow direction and use initiative

If you would like to find out more we would love to hear from you. Please contact us at kthain@themed.wilts.sch.uk.



What we offer

- An ambitious and vibrant place to work, with enthusiastic staff in all of our schools
- A highly organised and very supportive team
- High quality professional development opportunities from Day One
- A clear vision with purpose and values that are supported by all our staff
- Generous employer contributions to the Local Authority Pension Scheme

A close-up photograph of a young girl with blonde hair, smiling warmly. She is wearing a blue school uniform. In the background, another child is partially visible, looking to the side. The image is framed by a white border.

**Thank you
for your time**