



NORTHAMPTON
PRIMARY ACADEMY TRUST

Langland Community School

Learning Support Assistant





Welcome from the Chair of the Board of Trustees

We are delighted that you are interested in applying for a position at the Northampton Primary Academy Trust (NPAT).

The Northampton Primary Academy Trust Partnership was founded in August 2012 and was built on the vision of five Headteachers to bring together like-minded schools to provide quality-first teaching and learning to all children across member schools, delivered and supported by passionate personnel of the highest professional Caliber. Our member schools come in many shapes and sizes, from small to large, split-site primaries and cover a diverse geographical range and socio-economic mix.

Our vision is to achieve “educational excellence, creating opportunities and enriching lives”. To achieve this, our mission is to develop a Multi-Academy Trust of highly effective and sustainable schools. NPAT schools all share a common vision and are committed to the NPAT values, whilst retaining the freedom to innovate and develop their own identity and character.

The Trust is built on the principle of synergy; that a collaboration of vibrant and successful schools can achieve collectively what a single school couldn't achieve alone. NPAT improves our school's using teamwork and innovation through partnership working that brings together children, parents, teachers, governors and school leaders.

From the original five schools we have seen progressive growth, with fourteen schools currently on board. Whilst we grow in size, the Trustees and Executive Team are keen to ensure that we retain the values and ethos upon which our Trust was originally built.

Joining our Trust will mean that you will benefit from excellent opportunities to learn and further your career, through strong collaboration and good career progression opportunities across our school network, and you will have great fun along the way.

We are on an amazing journey, and we would be delighted to welcome you on board to be an integral part of it!

Thank you.

Jeremy Stockdale



‘Achieving Extraordinary Things’

Dear Applicant

Thank you for your interest in furthering your career at Northampton Primary Academy Trust. We aim to appoint and retain the highest calibre of staff at all levels. We work hard to ensure that our staff have every opportunity to develop as professionals throughout their career.

We are committed to developing the best working practices for our staff and ensure that staff working conditions, workload and well-being are at the heart of our thinking.

Our NPAT Staff Pledge shows our ongoing commitment to our workforce, and we try to ensure that anyone working in an NPAT schools can expect:

- A fair and reasonable workload.
- High quality training and CPD opportunities that meet the needs of individual members.
- A fair pay and reward package at least equal to the national agreement for teachers, and the Local Authority pay scale for support staff.
- Support and incentive to ensure positive well-being.
- Higher priority placement in the school that you work at for the admission of staff children.

NPAT is committed to providing the most innovative, creative and inclusive education possible. We pride ourselves on high expectations and outcomes for our children through a curriculum which is aimed at nurturing the whole child academically and personally.

We are committed to the personal and professional development of our staff, offering innovative, collaborative and supportive approaches to training and development courses in priority areas. We are always keen to hear about the professional needs of our staff, so please feel free to let us know of any areas that you feel we could support you with.

NPAT always aims to be at the forefront of the latest educational thinking and research, including our current work on curriculum development which will provide clarity to teachers about wider curriculum content so that their valuable time can be spent concentrating on delivery and personalising this to meet the needs of their learners. We aim to work with the very best educational researchers and give our staff every opportunity to hear the latest research evidence tied into our education strategy and priorities.

We hope that you will join us in one of our NPAT schools and look forward to working closely with you.

Yours sincerely,

Julia Kedwards, OBE

NPAT Chief Executive Officer

Follow us on Twitter: @NPATrust, **Telephone/text:** NPAT Office 07741 654181
Email: recruitment@npatschools.org, **Website:** <https://npatschools.org/index.php>

“The Northampton Primary Academy Trust (NPAT) is committed to safeguarding and promoting the welfare of children and young people and requires all staff, governors and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and



will be subject to pre-employment checks including the right to work in the UK, a health check, an enhanced DBS check and satisfactory references."

The Northampton Primary Academy Trust (NPAT)

NPAT was formed in 2012 by a group of five Northampton Schools who believed that by working together, they could achieve something truly special for children across Northampton Town. NPAT is now a collaboration of 14 schools representing more than 4500 fabulous children and 800 amazing staff. Our schools are:

Abington Vale Primary School

Blackthorn Primary School

East Hunsbury Primary School

Ecton Brook Primary School

Headlands Primary School

Langland Community School (Milton Keynes)

Lings Primary School

Rectory Farm Primary School

Park Junior Primary School (Wellingborough)

Simon de Senlis Primary School

Stanton Cross Primary School (Wellingborough)

Thorplands Primary School

Upton Meadows Primary School

Weston Favell Primary School

NPAT is driven by a vision of innovation, high aspiration and achievement, and a commitment to sport and the arts. This approach is encapsulated in our motto:

'Achieving Extraordinary Things'

NPAT schools all share a common vision - ***to achieve educational excellence, create opportunities and enrich lives*** - and are committed to shared principles and approaches whilst retaining the freedom to innovate and develop their own identity and character. Our schools span a range of communities and locations across the town, and we are able to offer staff opportunities to collaborate with others across the Trust.

The partnership is built on the principle of synergy; our collaboration of vibrant and diverse schools can collectively achieve more than a single school working alone. NPAT schools improve using collaboration and

innovation through partnership working that brings together children, parents, teachers and school leaders, with the understanding that we are one organisation with many different sites:

'My school is your school; your children are 'our' children.'

Within the partnership, schools will have a range of strengths and needs and will be at different stages in their improvement journey. All schools are committed to an ethos of mutual support, sharing of best practice and co-creation of NPAT policies and curriculum approaches.



The Langland Way

'Be Our Best' to achieve our best.

Our School Values:

We are...

- **Honest**
- **Considerate**
- **Curious**
- **Courageous**
- **Ambitious**
- **Resilient**

Our children are at the very heart of our school, and we aspire to provide the very best for every child. We have high expectations and aim to provide a safe, happy and caring environment. We want children to excel, learning the importance of values that will support them to develop a positive attitude towards themselves, their friendships and their learning for now and in the future.

We pride ourselves on building strong, positive relationships with our children and families which are essential in achieving success for our children...together we are **Team Langland** – fully committed to achieving the best for everyone!

School Rules: *Be Ready* *Be Respectful* *Be Safe*

Kind regards,

Donna Christy Headteacher



Job Description

Post Holder: Learning Support Assistant

33 hours per week; 38 weeks per year plus 5 training days NJC Grade B point 5 £23,500 FTE (actual £20,393)

Responsible to: Headteacher

This job description may be amended at any time following discussion between the Headteacher and member of staff. The job description will be reviewed annually.

Areas of Responsibility and Key Tasks

Purpose of job:

- To support children's learning and to share in the care and wellbeing of the children throughout the school.
- To support individual and small groups of children in the curriculum to accelerate their learning.
- To support the emotional, behavioural and pastoral needs of all pupils, including children with SEND.
- To carry out specific administrative/ procedural tasks to support the class teacher.
- To be involved in the planning, development and delivery of intervention strategies.
- To observe and monitor pupils progress and adapt agreed approaches to their particular needs.
- To provide support and assistance for children's pastoral needs (e.g. dressing, going to the toilet, the changing of nappies or the administration of an EpiPen)
- To assist in children's records including EHCPs.
- To promote the school's values and ethos.

To undertake all of the following:

- Work proactively as part of a team and assist the class teacher to ensure quality education for the children.
- Assist in the personal, social and emotional development of children through the promotion of the school's values and for individuals through the implementation of EHCPs, Individual Provision Maps, learning plans, behaviour plans and/or personal care plans to ensure all children are well cared for in accordance with the school's policies and high expectations.
- To promote the development of reading, writing and maths, including providing additional support to children with special needs or to bilingual learners, by working alongside the class teacher.
- Be aware of and support school policies and procedures.
- Liaise and plan with the teacher to support pupils in their learning.



- Work with individuals/small groups of children by planning and carrying out relevant interventions that accelerate and raise the level of achievement for all pupils involved in all areas of the curriculum, under the guidance of the Class Teacher.
- Under the guidance of the Inclusion Lead and class teacher, run interventions as set out by professional or specialist support staff involved in the children's education. These may involve social workers, health visitors, language support staff, speech therapists, educational psychologists and physiotherapists.
- Build and maintain positive and constructive working relationships with pupils, parents, carers and colleagues to maximise pupils' development and maintain the overall ethos of the school.
- Report any concerns regarding children's welfare or education, to the Class Teacher.
- Be aware of safeguarding responsibilities, referring such matters to the appropriate designated person for further action.
- Monitor, feedback, record and report on pupil progress, including feedback to pupils, and participate in the completion of pupil profiles, EHCPs and records of attainment to maximise pupil development.
- Under the direction of the teacher, liaise with parents as appropriate, maintaining sensitivity and confidentiality at all times.
- Promote positive behaviour management throughout the school at all times, following school procedures. When directed escort and supervise pupils on planned visits/journeys.
- Assist with the preparation of resources e.g. photocopying, repairing books, filing of work, making games and the creation and mounting of displays for children's work.
- Assist and attend with seasonal events e.g. parents' evenings, concerts and festivals
- Attend appropriate staff meetings and training days/events as requested.

Level 2 Learning Support Assistant - Person Specification

Category	Essential	Desirable
Qualifications and experience	<p>Good basic education to GCSE level in maths and English or equivalent.</p> <p>Experience of working with children who have a wide variety of educational needs.</p> <p>A willingness to undertake further training relevant to the role.</p>	<p>Level 2 or 3 teaching assistant qualification</p> <p>Training undertaken on a variety of learning and behaviour-management strategies.</p> <p>Experience of working with children with significant language and communication difficulties.</p> <p>Certificate or Diploma in Childcare and Education. First Aid training RWI trained, delivered or supported the delivery of RWI</p>
Knowledge and understanding	<p>Awareness of:</p> <p>how children develop.</p> <p>behaviour management strategies.</p> <p>how to support children in literacy and numeracy.</p> <p>the different ways in which children learn and how to motivate them.</p> <p>Knowledge and experience of filling in intervention records for activities.</p>	<p>Experience of observing children to assess their learning.</p> <p>Experience of working with children with SEND either as a class teacher or as a one-to-one TA.</p>
Skills	<p>Able to:</p> <p>Contribute to a range of teaching, learning and pastoral activities.</p> <p>Work with an individual or group of children, also work as a member of a team.</p> <p>Explain tasks simply and clearly.</p> <p>Reinforce teaching points during teacher input.</p> <p>Teach new concepts as agreed with the class teacher.</p>	<p>Able to use Office 365</p> <p>Team Teach – Training and experience of Team Teach philosophy for de-escalation and how to support children.</p>

	<p>Supervise children and be a positive role model.</p> <p>Encourage good social skills.</p> <p>Work with guidance, but under limited supervision.</p> <p>Liaise and communicate effectively with others and maintain confidentiality at all times.</p> <p>Demonstrate good organisational skills.</p> <p>Get involved in professional development and attend courses.</p> <p>Display work effectively and make and maintain basic teaching resources.</p>	
<p>Personal Qualities</p>	<p>Excellent interpersonal, communication and organisational skills.</p> <p>Proactive in areas of responsibility with an awareness of whole school issues.</p> <p>A willingness to take on appropriate delegated tasks relevant to the post.</p> <p>Demonstration of a growth mindset.</p> <p>Ability to show a committed, professional and loyal attitude to the school, openly modelling its aims and values inside and outside.</p> <p>An ability to use and understand discretion, confidentiality and professionalism.</p> <p>An ability to learn from mistakes and take advice.</p>	

Statement of Equality

Northampton Primary Academy Trust is committed to promoting equality of opportunity for all staff and job applicants. We aim to create a supportive and inclusive working environment in which all individuals are able to make best use of their skills. Applications are invited from all members of the community.

We do not discriminate against staff on the basis of age; race; sex; disability; sexual orientation; gender reassignment; marriage and civil partnership; pregnancy and maternity; religion, faith or belief (Equality Act



2010 protected characteristics). The principles of non-discrimination and equality of opportunity also apply to the way in which staff and Governors treat visitors, volunteers, contractors and former staff members.

Safeguarding

Nothing is more important than keeping all our children safe, especially the most vulnerable. The NPAT Partnership is fully committed to ensuring that children with SEND, those eligible for Pupil Premium funding and other vulnerable groups are able to achieve as highly as possible. Schools within the partnership will have the most rigorous and updated procedures and policies which help keep children in our care safe. We will ensure that all vulnerable groups of children achieve highly, when compared to their peers nationally, through the following measures:

- All schools will be subjected to an annual safeguarding audit.
- All schools will hold the Inclusion Quality Mark (IQM)
- Behaviour and Safety of children will be outstanding in all our schools.

Our Trust policy can be found here:

<https://www.npatschools.org/index.php/about-us/npat-documents>

How to Apply

To apply for this position, please complete the attached Trust Application Form and submit, together with a letter of application of no more than two sides of A4 supporting your application.

Please return by email to recruitment@langlanschool.org.uk or by post to:

Langland Community School, Langland Road, Netherfield, Milton Keynes, MK6 4HA

Closing date: 30/04/2024

Interview date: 08/04/2024

Visits to the school:

We welcome visits to the school where there will be the opportunity to discuss the role further with the Headteacher. Please contact Debbie Richardson in the school office to book a visit.

