



Teaching Assistant

ACE Schools Plymouth, Auckland Road, Ford.

32.5 hours a week, Term Time only

Grade D, £15,003 actual salary

Permanent Contract



ACE Schools Plymouth AP Academy (part of ACE Schools Trust) was formally set up on 1st June 2016 with the aim of building on the solid foundation established by the previous PRU. ACE Schools Plymouth operates from at least twelve different locations within Devon and Cornwall which provides education and support services throughout the community to support pupils to access education in schools, community centre's, medical facilities or their own homes.

Our pupils have failed to thrive in mainstream secondary and special schools or are returning from out of County placements. Every child has a high level of support often including one to one support and bespoke timetables following thematic learning experiences. A wide range of personalised learning in and out of the classroom is designed to engage the student, build resilience and provide the foundation for rapid academic progress. We work very closely with parents and carers and many other support agencies to ensure that the child's education is paramount.

We are looking for a Teaching Assistant to support our Auckland Road, Ford Primary. The successful candidates should have experience of working with young people who have complex needs as well as their own resilience to support our young people on a daily basis. They will be professional in their approach and organised in their working.

If you have an understanding and capacity to manage young people with learning and/or behavioural difficulties and you have a desire to help make a difference to young people's lives then we would like to hear from you.

Please state on your application form and email subject which base you are interested in.

CV's will not be accepted and incomplete application forms will also not be accepted

ACE Schools Plymouth is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced Disclosure and Barring Service (DBS) check and will be undertaken before a confirmed offer of employment is made to successful applicants.

To apply for this vacancy please email recruitment@aceschools.net for an application form.

Closing Date: 12pm 4th October 2019
Shortlisting Date: Monday 7th October 2019
Interview Date: TBC
Start Date: ASAP pending Pre-Employment Checks



Job Title	Teaching Assistant
Reporting To	Headteacher / Line Manager
DBS Check Required	Enhanced

Job Purpose

Under the direction of the line manager to provide specific support to students and staff to enable pupils to thrive and make rapid educational and social emotional progress.

Responsibilities

Support for students in accessing learning activities in a variety of settings, including vocational placements and Learning Outside the Classroom, as directed by Teacher/Senior Staff to include:-

- Support and encourage students to engage in learning activities, and promote Good Behaviour
- Assist with the supervision of students during off-site activities, including Training Placements
- Be aware of, and comply with Policies and Procedures relating to:- Child Protection; Health & Safety; Security; and Confidentiality – reporting all concerns to the Designated Person/s
- Be aware of, and support difference, and ensure all students have equal access to opportunities to learn and develop
- Provide support for the preparation of, and undertaking of examinations
- Be an effective role model for the standards of behaviour expected of students
- To support in the development of IEP's

Support for the Academy to include:-

- Contribute to the overall ethos/work/aims of the Service
- Appreciate and support the role of other professionals, and maintain positive working relationships
- Attend relevant meetings as required
- Participate in training, learning activities, performance development, and maintain record of own professional development

General Duties

- As and when required, to undertake duties in connection with personal hygiene and welfare of students, as directed by teaching staff
- Provide clerical/admin support, e.g. attendance/absence, typing, photocopying, printing, display, baseline assessment
- Ensuring maintenance of a clean, safe, and orderly working environment
- Timely and accurate preparation of routine equipment, resources, materials, as instructed, ensuring quality/safety
- Undertake record keeping as directed
- Monitoring and arranging orderly and secure storage of learning resources



never give up.

Experience & Job Knowledge

Essential

- Experience of supporting young people with behavioural & learning difficulties
- Experience of the supervision of young people during off-site activities

Desirable

- Evidence of supporting in the writing of IEP's and Pastoral Support Plans
- Evidence of involvement in extracurricular activities
- Evidence of supporting in developing / delivering differentiated programmes of work
- Knowledge of SEN and statutory assessment procedures, and the SEN Code of Practice
- Experience of working with young people who have mental health needs

Skills

Essential

- Good communication and interpersonal skills
- Ability to work within school community teams, and wider community teams
- Ability to produce clear and accurate reports
- Ability to follow instructions, and to use initiative to work with young people in a variety of situations, including P.E, Learning outside the Classroom and Vocational placements
- Ability to work within corporate policies. Awareness of Equal Opportunities and Health & Safety, Child Protection Procedures and Safeguarding & Welfare
- Ability to maintain good discipline and challenge negative behaviour

Desirable

- Evidence of communicating & cooperating with a range of Children's and Young People's Services

Qualifications

Essential

- *The minimum qualification requirements for Teaching Assistants are as follows:*
- *English and Maths GCSE grade C, (4) or equivalent Level 2 qualifications. Level 3 in Teaching and Supporting learning or similar qualification or a relevant higher qualification.*
- GCSE English and Maths (A*-C) or Adult Literacy & Numeracy Level 2 equivalent
- Level 3 qualification in working with children or young people

Desirable

- Teaching assistant related qualification
- Youth work related qualification
- Other equivalent qualification relevant to children/young people

Physical Requirements

Essential

- Ability to visit and provide support in all ACE Bases
- Participate in off-site and in-house activities

Desirable

- Mini-bus driving certificate
- Full driving licence