

Generations Multi Academy Trust



Teaching Assistant

Start date - ASAP





Teaching Assistant

Flamstead End School

Monday - Friday 08:45am - 3:20pm, term time only

Grade H1 - £22,366 to £23,114 full-time equivalent per annum

Actual salary - £15,366 to £15,880 per annum

We are looking to appoint a Teaching Assistant to join our vibrant, outstanding school.

The ideal candidate will be an enthusiastic, committed and well-organised team player who is able to work under the direction of our class teachers and senior leaders as well as on their own initiative.

The role-holder will may be placed across any Key Stage and will spend the majority of their classroom time working with identified groups of children under the direction of the class teacher. Applicants would ideally have previous experience of working with children in a learning environment or a Level 2 NVQ qualification in Children's Care or Supporting Teaching & Learning in Schools (or equivalent). Candidates must also be confident in their English and Mathematics abilities.

Please contact the HR department on 01992 624375, or by email at recruitment@generationsmat.herts.sch.uk for further details.

Closing date for applications: Monday 11th November 2024

Interviews: Week commencing 18th November 2024

The Trust reserves the right to process applications as they are received, and early applications are encouraged. Previous applicants need not apply.

Generations Multi Academy Trust is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the school's website.



JOB DESCRIPTION



TEACHING ASSISTANT **JOB DESCRIPTION**

PURPOSE OF THE ROLE

To support and assist the staff and the school with the educational, physical and social needs of pupils; particularly in the management of pupils' learning, development and well-being.

To work with the school to support the delivery of the curriculum to meet the needs of all pupils.

The post-holder is one of a team of support staff who support the learning and development of pupils. Flexibility by all staff is important in order to meet the needs of pupils and the school.

The post-holder is managed by the Headteacher supported by our senior leaders and under the day-to-day supervision of class teachers across the school.

Additional information

The post-holder is required to contribute to and support the overall aims, ethos and development plans of the school.

All staff are required to participate in training and other learning activities, as required by the school's policies and practices.

Main areas of responsibility and other duties

- To ensure the safety and well-being of all pupils at all times, have robust knowledge of and compliance with all school Child Protection and Safeguarding policies and procedures; whilst understanding the responsibilities contained within the current Keeping Children Safe in Education document.
- To assist with the delivery of learning activities to groups of children or individuals as part of lessons delivered by teachers; but also small group support programmes, as directed by the class teacher or other professionals supporting the children.
- To support the learning of all children, including children with SEN and other challenges, across the school.
- To assist with the tuition and assessment of pupils in all areas of the curriculum and provide feedback to the class teacher.

- Attend to pupils' personal and social needs, including health, hygiene, first aid and welfare matters.
- To promote a positive and enthusiastic attitude to learning.
- To proactively contribute to the school's established expectations of pupil behaviour and achievement.
- To adhere to the school's behaviour policy and therapeutic ethos.
- Support and extend pupils of all abilities under the direction of the class teacher.
- To liaise with parents and carers under the direction of the class teacher and to maintain professional relationships with staff, pupils and parents/carers.
- To contribute to and attend meetings with professionals.
- To assist with escorting children on educational visits.
- To supervise, engage and support children's learning through play during break and lunchtimes, ensuring their safety, whilst maintaining the school's expectations of behaviour and good manners.
- Prepare classrooms and other learning environments and clear afterwards.
- Support teachers to maintain a safe and stimulating learning environment.
- To perform any other reasonable tasks requested by the Headteacher and Senior Leaders.

The accountabilities and responsibilities listed here are neither definitive nor exhaustive. The job description is therefore subject to change to reflect or anticipate changes in the post that may be required to accommodate the needs of the pupils and the school.

The post is classed as having a high degree of contact with children and vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service (DBS) as part of Flamstead End School's pre-employment checks.



PERSON SPECIFICATION



SPECIFICATION	ESSENTIAL	DESIRABLE
Professional Qualifications and Training		
GCSE English and Maths at Grade C or above (or equivalent)	✓	
Good spoken English	✓	
Level 2 or Level 3 NVQ qualification in Children's Care or Supporting Teaching & Learning in Schools (or equivalent)		✓
Knowledge and Experience		
Experience of working in EYFS		✓
Experience of successfully meeting the needs of children with SEND in a mixed ability class		✓
Willingness to work within the school's policies and procedures, including those related to behaviour, Health and Safety and Safeguarding.	✓	
Professional Values		
Commitment to the inclusion of all children in the class and school environment.	✓	
Commitment to setting high expectations for all pupils and raising educational achievement.	✓	
Commitment to the involvement of parents in their children's learning.	✓	
Skills and Abilities		
Ability to inspire, lead and motivate children	✓	
Basic knowledge of first aid	✓	
Effective oral and written communication skills at all levels with parents, children, staff and other professionals	✓	
Ability to establish and maintain excellent professional relationships with pupils, parents and colleagues	✓	
Ability to work on own initiative	✓	
Good organisational and time management skills, including timekeeping and reliability	✓	
Sound ICT skills	✓	
High expectations of children's learning and behaviour	✓	
Personal Qualities		
Positive, caring attitude and a desire to boost children's sense of belonging, happiness and well-being	✓	
Ability to manage behaviour within our school policy and ethos (training will be given)	✓	
Excellent standards of professional conduct	✓	
Enthusiasm and sense of humour and ability to physically carry out the role – eg sitting on floor or joining in PE lessons	✓	
Ability to take initiative and work independently	✓	
Ability to work cooperatively as part of a team	✓	
Ability to maintain confidentiality	✓	
Self motivated	✓	

Reflective about own practice and willingness to undergo appropriate training	✓	
Hardworking, with a sense of commitment to the job and to the school	✓	
Commitment to equal opportunities	✓	



**INFORMATION ABOUT
FLAMSTEAD END SCHOOL**



In 2015, Flamstead End School was judged as Outstanding by OFSTED. Although this was a number of years ago, the same fantastic staff remain. They know each other and our families extremely well, providing a supportive and harmonious atmosphere for everyone.

Flamstead End School has high expectations of pupils and children. We pride ourselves on academic aspiration and achievement and exceptional behaviour. After the disruption of the school closures we are making great strides in getting our children back on track. This year, our phonics results were higher than the National scores as a result, and is testament to our commitment to returning to pre-covid standards.

The atmosphere at Flamstead End is welcoming for all; we aim to work in partnership with our local community and families. Parents are invited at every appropriate opportunity to share and celebrate their children's experience at school. We have a full-time Pupil Support Worker who works with families and children who may need support for a variety of pastoral reasons. We believe that children learn best when they are happy and secure. We have a school minibuss which we use to take the children into the local community to enrich the learning about the local area.

Flamstead End School does not use a reward system. We have consistent high expectations for children in both their learning and behaviour. Children are constantly praised when they are doing the right thing and are taught when they are not. Children in Flamstead End learn and behave well because they know it is the right thing to do. Every Friday we have a celebration assembly where children are celebrated for demonstrating any of the school's core values; Compassion, Curiosity, Courage. An email is sent to parents and carers to say how impressed we are with their child and why. Our core values feature highly in all that we do. Each class has selected a name for their class based around these values such as Rainbow or Hero class. They frequently revisit the reasons why they chose the name and are held to account for them!



Within school, children are represented through the school council. These children are a voice and an ear for their classmates and help to decide which fundraising events and charities we feel passionately about. They raise any issues that the whole school feel are important and communicate back any actions.

Enrichment activities are a priority for the children here at Flamstead End School. We are well aware that opportunities for learning away from the school building were significantly

affected by the pandemic and we are making sure that our children get a wide variety of experiences that enrich their curriculum post pandemic. We aim for at least two enrichment activities for each class per term. These need not be expensive and make use of the local area as well as volunteer visits to school. In Year 6, the children have a residential visit where they experience team building and risk-taking adventurous activities.

Flamstead End School believes that all teachers are leaders. We aim to facilitate each teacher to take the lead in their chosen subject area and support them with the time and CPD that they need to do this. Opportunities are available to grow leadership skills and the next generation of leaders within our staff. Staff are encouraged to undertake a variety of National Professional Qualifications which not only develop their leadership skills but also benefit the school. Staff are provided with specific training they may need to facilitate the best outcomes for individuals in their cohorts.



As well as the personalised training for individual staff members, we also value the INSET days in our school calendar. We use these days to provide training relevant to the whole school and often get outside speakers into school. We value our staff and survey them regularly to ascertain their well-being and workload issues. Wherever possible we support all staff to be the best that they can for the children in our care both mentally and physically.



**INFORMATION ABOUT THE
GENERATIONS MULTI
ACADEMY TRUST**



Information about the Generations Multi Academy Trust (GMAT)

Welcome to our information pack about the Generations Multi Academy Trust. GMAT is a cross-phase Multi Academy Trust based in Cheshunt, currently comprising two secondaries and one primary - Goffs, Goffs-Churchgate and Flamstead End School. It is our hope that a further primary, Andrews Lane School, will join our partnership from November 2024. Across the piece, GMAT currently has just under 3,000 students in its care and employs just under 400 staff. From Spring 2023, the MAT opened nursery provision on the Goffs-Churchgate site, with subsidised and term-time only places for staff. The nursery is run by Ashbourne Nurseries - <https://ashbournedaynurseries.com/>

The MAT is extremely clear about its daily purpose, reflected in its motto of “No Set Destiny for Any Child.” All of our schools, leaders and staff fiercely believe in the life-changing nature of education and work tirelessly to that end, day in and day out. There is no set destiny for any of the children in our care; rather, our daily work across the piece allows children to forge new futures and destinies.

Flamstead End School is a thriving primary school in Cheshunt with approximately 485 children on roll. It has a Preschool, 60-place nursery offering 30 hours provision and two classes per year group from Reception to Year 6. Flamstead End is a 'Therapeutic Thinking' school and seeks to understand and support children's behaviour so that they are able to learn and achieve to the best of their ability. The school is a tight knit community, with a well-established staff who care for one another and the children in their charge.



Goffs-Churchgate is a fully mixed comprehensive school for 11-16 year olds, with just over 600 students on roll. The school has rightly established a very strong reputation for both its academic outcomes and its close-knit, nurturing community, receiving over 600 applications for 120 places for 2024 admission. The decision to cap student numbers at 600 is entirely deliberate, enabling us to maintain a strong sense of community where everybody knows everybody else.

Goffs is a mixed 11-18 comprehensive Academy with approximately 1,600 students on roll, including a thriving and successful Sixth Form. The school is also extremely popular in the local area, with an average of over 800 applications annually for the 240 places available, and significant waiting lists for places across the year groups.



All of our schools enjoy extremely high levels of applications and are over-subscribed. The schools are within close proximity of each other and share many activities, including CPD for staff. One of the Trust's fundamental principles is that no one school is in any way more important or successful than the other. As such, CPD and other events are rotated through schools in the Trust, with everyone learning from and sharing with each other. This collegiate and collaborative approach permeates our Trust.

Staff and students work in modern, professional environments, with all schools benefitting from recent building projects including a full, £20million rebuild at Goffs. The facilities provide light, modern, professional and a fit for purpose working environment for all.

Notwithstanding a highly challenging funding situation for schools generally, the MAT remains financially secure. Finances are overseen by a Chief Finance Officer with considerable financial expertise in the private sector. The Trust deliberately created an Income Generation function, and extensive lettings and business development work now takes place across all sites in the MAT. This additional income – now yielding in excess of £500k per annum – underpins generous levels of staffing at our schools, plus many “extras” that would otherwise be unaffordable in the current funding climate.

Our schools pride themselves on their sense of community – both within the school itself, and in the wider locality. Visitors to our schools unfailingly comment on a very real sense of community, coupled with warmth and pride. Our schools are members of Cheshunt Extended Services (ChExS), offering a variety of extended school and community-based activities for both students and parents. Our students actively support local charity work such as the Isabel Hospice and maintain strong links with our local primary schools.



Our schools are proud to be truly community-based schools, with students and staff from different religions and a number of languages spoken in each school. As a Trust we recognise and celebrate what makes us unique and different, and acknowledge that we are also part of one community. Our aim is for everybody to feel valued and respected and we strive hard to ensure we create a positive culture within the schools to enable this to happen.

We are looking forward to further widening our Trust and to working in partnership with both primary schools and further secondaries. Further information about GMAT can be found here: <https://generationsmat.com/>

Outcomes

Goffs Academy

Exam results in 2024 reflect another year of huge success for Goffs. The results reflect a 3 year upward trend and an impressive improvement on the excellent outcomes achieved across the headline measures last year.

GCSE highlights include:

- Extremely strong progress scores across the headline measures with results considerably above the national average (Estimated progress 8 score: 0.24)
- Particularly impressive outcomes in English and Maths; both subjects achieved a progress score significantly above the national average. English Language performed particularly strongly at grade 4+ and grade 5+ exceeding the national average of students achieving these grades by 20%. Maths performed particularly strongly at the top end with 28% of students achieving grade 7+. This is very comfortably above the national average of 17%.
- 72% of students achieved grade 4 or above in English and Maths (6% above the national average).
- 52% of students achieved grade 5 or above in English and Maths (6% above the national average).
- 21% of the GCSE grades were at grade 7 or above.
- The percentage of students entering the full Ebacc was 64% which is significantly above the national average of 39%, and the Hertfordshire average of 47%.



At A-Level, continuing the upward trend of recent years, students achieved another excellent set of exam results, including an overall 100% pass rate. 64% of Year 13 students secured a university or college place to start in autumn 2024. The wide range of university or further education courses onto which students have progressed include Law, History, Geography, Maths, Finance, Physics and Biomedical Science, other students have gained places on fiercely competitive apprenticeships in areas such as Civil Engineering and within the NHS. Our Sixth Form has an excellent reputation in the local area, over the past three years the numbers of students applying to join our Sixth Form has continued to increase, such that we now have approximately 400 Sixth Formers within our school community.

Goffs-Churchgate Academy

Exam results in 2024 have once again produced an overall estimated progress score significantly above the national average and reflect the continued success the school has achieved since joining the Trust in 2017.

Highlights include:

- Exceptionally strong progress scores across the headline measures, with the overall progress 8 score significantly above the national average for a third year in a row. (Estimated progress 8 score: 0.38).
- Excellent outcomes were achieved in Maths and the performance in English was phenomenally strong (Estimated Maths progress score: 0.33. Estimated English progress score: 0.63).
- The outcomes at the top end were particularly impressive with the progress score for the students with high prior attainment very significantly above the national average.
- There was a 12% increase in the percentage of students entering the full Ebacc to bring the overall entry figure to 67% which is significantly above the national average of 39%, and the Hertfordshire average of 47%.



Flamstead End School

Extremely strong outcomes were achieved across the school in 2024. The improvements in this year's outcomes are reflective of the rapid whole school improvement that has taken place in Flamstead End School since joining the Trust in January 2023.

Highlights include:

- The percentage of students achieving Good Level of Development in Early Years, at 72% remains above the national average of 68%.
- Very strong Phonics outcomes in Year 1 with a 90% pass rate. This is 9% above the national average and reflects an 8% increase from last year.
- Outcomes in the Multiplications Tables Check were particularly strong at the top end with 50% of the cohort achieving 24 or 25 marks.
- Key Stage 2 SATs results across the board are extremely strong and comfortably above both the national and Hertfordshire averages: There was particularly impressive performance in Key Stage 2 Writing with 80% achieving the expected standard (National average: 72%), and 32% achieving greater depth, which is considerably above the national average of 13%.
- Key Stage 2 Maths outcomes at the higher standard were excellent with 40% of the cohort achieved the higher standard, which is 26% above the national average.



Staff Development

The Trust has an extremely strong reputation for staff development, for both teaching and support staff. Developing the next generation of school leaders, both middle and senior, plus future Headteachers for those who wish to pursue this, is a responsibility that we take very seriously. We have a full suite of staff leadership development which staff can join be they an ECT or highly experienced colleague.



In addition to whole staff training days, we disaggregate a number of hours for training every year. This allows staff development to be highly personalised as staff can opt for the training which best meets their needs, including the opportunity to do a research project in partnership with Cambridge University. Many use their disaggregated time to coach others or to receive coaching. Moreover, there are specific training sessions for ECTs and other interested staff which run each week after school.

We also place a lot of emphasis on 'on the job' training and support. A thorough induction scheme is available to all new staff, and mentors/buddies are assigned to guide you through those new routines. Finally, external courses can of course be booked if, on very rare occasions, we cannot cater for a particular training need in house.

Leadership Development

The Trust's Leadership Academy encompasses both staff and student leadership development through a series of student led groups and staff leadership pathways. The staff programme specifically provides opportunities for:

- Aspiring Middle Leaders
- Aspiring Senior Leaders

All pathways are personalised for the individual and staff receive one to one support from a mentor alongside working on a whole school project. Both support staff and teaching staff are welcome to join the Leadership Academy at any point in their career.

A full suite of leadership training is offered with a range of sessions including:

- Communicating vision and values
- Developing your leadership approach
- Building a high performing team
- Supporting your team
- Leading your team day to day
- Quality assuring effective teaching

- Observation for improvement
- Using data for impact
- Fostering positive behaviour for learning
- Leading and managing innovation and change

Attendance to all training sessions leads to certification by the SSAT. In addition, we encourage aspirant Senior Leaders to take part in the SSAT 'Stepping Up to Senior Leadership' training programme, which includes four external sessions throughout the year. As part of the Trust's commitment to developing future leaders, a number of the existing Senior Leadership Team across both secondary schools gained experience through an 'Associate' SLT position before gaining substantive leadership posts.

Trust Staff Benefits

Alongside our very strong focus on outstanding professional development and promotion opportunities, we also offer a range of benefits including:

Competitive base salary with a tailor made development plan aimed at enhancing your future [earnings] potential through:

- High quality, personalised CPD
- Bespoke leadership development programmes
- Subsidies for Masters and Degree courses
- Secondment and shadowing opportunities
- As part of our Multi Academy Trust, "Generations", potential to work across more than one school to develop career enhancing skills and knowledge.
- Supported Nursery provision with Ashbourne at any of their nurseries in the **Buckinghamshire, Essex, Hertfordshire, Northamptonshire, and Bedfordshire area:**
 - 15% discount for all Trust staff
 - Term time only places are available.
 - A school day would be 9.00am – 3.00pm
 - "Sundries" would be applied to a child taking up a funded only space (e.g. 30 hours funding only). This covers the cost of: meals, snacks, nursery resources
- All staff have access to a wide range of health and wellbeing resources which includes an **Employee Assistance Programme via Spectrum.Life** who offer a wide range of health and wellbeing resources, plus access to counselling for staff and their immediate family. **The EAP service is accessible 24/7, 365 days a year and is a completely free and confidential service**
- The MAT adheres to the STPCD for its teaching staff
- Cycle to work scheme
- Onsite car valeting at a reduced price for Trust staff
- Substantially discounted membership to Lifestyle Fitness's state of the art purpose built gym, at Goffs Academy

Additional financial incentives and tax efficient benefits, including:

- Exam marker payment of £400 plus 2 days paid leave to do the marking (1st year)

- Payments for staff taking weekend sporting fixtures: staff paid £200 for leading a minimum of six Saturday fixtures plus 6 weekly training sessions.
- A daily allowance of £50 for school trips taken over a weekend or any school holiday.
- A £1,000 Employee Referral Scheme (i.e. finder's fee) for any qualifying positions that you refer the successful candidate for: £500 on the person starting, and £500 if the person is still at the school 12 months later.

Access to a wide range of health and well-being resources including:

- New, professional, and fit for purpose working environments
- Free use of a range of sports and leisure facilities including a fully equipped gym and swimming pool.
- Occupational Health & counselling support
- Free flu jabs
- Subsidised social events
- Free tea, coffee, and milk for staff

Alison Garner
Chief Executive Officer