



Believe, Achieve, Succeed

Dear Applicant,

Thank you for your enquiry regarding the above position. This post is offered on a permanent contract on Teachers Terms and Conditions.

The school is at an exciting phase in its history. It has recently converted to an academy, being sponsored by Northern House School Academy Trust, which has a proud history of supporting all of its stakeholders, pupils and staff alike.

We are a small school where all pupils are well known and understood by our experienced staff and we are proud of our pastoral care which ensures our pupils are well supported. I hope that along with our website and this job pack you will see a clear sense of what makes our school distinctive in an ever-changing world.

At this exciting juncture the school requires a committed, flexible, motivated and inspirational person in order to move this role forward and overcome the many challenges that all schools face, special and mainstream alike.

Applicants are asked to provide a completed application form (detailing any gaps in employment), a CV, accompanied by a covering letter of no more than 2 A4 pages, Arial Font 11.

In your covering letter tell us:

- what has prepared you for this role
- why you want to join our school
- what can you offer in order to achieve our objective of having a good / outstanding school

If you would like more information, or if you would like a tour of the school, please get in touch. It is important for potential employees to fully understand our culture and ethos 'at work'. To arrange a visit please contact Andy Kessock-Philip (School Business Manager) on 0118 977 1293.

Teacher: English

Northern House School (Wokingham)

Date: October 2018



I hope you will be interested in taking your initial enquiries further and look forward to receiving your completed application.

Yours faithfully,

Beverley Gates
Head Teacher

Northern House School (Wokingham)

Our school motto is 'Believe, Achieve, Succeed' and nowhere can this be seen more than in our classrooms and the continued belief that this motto is for our staff and pupils alike.

We are blessed with children of many different age groups. Our school has an important role to play in the whole development of each individual student and is committed to equal opportunities for all.

Many of our pupils also have additional needs, often due to the co-morbidity of related medical conditions. Additional needs presented include Autistic Spectrum Disorder (ASD) including Asperger's Syndrome, Moderate Learning Difficulties (MLD), Specific Learning Difficulties (SpLD) including dyslexia and dyspraxia and Speech, Language and Communication Needs (SLCN). Some pupils have medical conditions such as Attention Deficit Hyperactivity Disorder (ADHD) requiring medication, visual and hearing impairments and physical conditions requiring assistance with personal care.

All pupils at Northern House School have a Statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) and are admitted following close consultation with the referring local authorities.

Pupils are taught in groups of around eight by an allocated class teacher and assistant.

Before attending our school, many pupils have experienced 'failure' in a conventional mainstream setting, often resulting in attainment below the national expectations and significant self-esteem and confidence issues. At Northern House School (Wokingham) we aim to nurture pupils by building trusting relationships, enabling pupils to feel valued and to develop self-worth, raising self-esteem and supporting them to engage with learning, leading to achievement and experiencing success.

Our main focus rests on supporting all pupils, regardless of their starting points to reach their academic, emotional and social potential – we want pupils to be the best they can be, enabling them to move on and become a functioning member of society. This is achieved by challenging pupils and staff to take the next step in their personal development.

It is also common for our pupils to arrive with limited and underdeveloped skills due to missed opportunities and challenging behaviour acting as a barrier to learning. At Northern House School (Wokingham), pupils are valued as individuals and time is taken to identify learning styles and to understand the needs of the child. This approach allows us to identify activities and learning opportunities to close the gap and to move children along their educational journey.

Job Advert

Northern House School (Wokingham) is a school that caters for, educates and nurtures children with Social, Emotional and Mental Health difficulties (SEMH). The school has a reputation for excellence.

We are looking for:

- An individual with a strong background of SEND education, with high expectations of excellence
- An individual with excellent oral and written communication skills, who will inspire and develop their areas of responsibility
- Someone who has an open, caring and supportive approach with pupils, parents and carers
- A knowledgeable and skilful professional able to effectively manage their own performance
- Someone who can direct and inspire the highest possible standards

Northern House School will give you:

- A caring and welcoming family atmosphere
- The ability to support positive relationships with pupils, parents, governors and the wider community
- A salary that is on the Teachers Scale. A TLR will be considered for an exceptional candidate.
- Access to the Teachers' Pension Scheme
- A school laptop
- Following a successful probation period access to an array of some of the best discretionary employee benefits that any school or Trust offers
 - Employer paid Health Cash Plan, which provides money back on a range of wellbeing and health items, such as Dental Surgery, Opticians, Physiotherapy and Chiropody
 - Employee Assistance Programme
 - Discounted Family Shopping Scheme
 - Multiple other salary sacrifice schemes.
- Following two successful years at the Trust movement to SEN 2.

Teacher: English

Northern House School (Wokingham)

Date: October 2018

Northern
House
School



To Apply

Please download an application pack from our Trust's website. (www.northernhouse.org.uk).

In your covering letter tell us:

- what has prepared you for this role
- why you want to join our school
- what can you offer in order to achieve our objective of having a good / outstanding school

Closing date is **16th November 2018 at 12.00 noon**

Interview date is **week beginning 19th November 2018**

Once you have completed your application please email Jobs@northernhouse.org.uk.

Further Information

For a further discussion about the position please contact Beverley Gates, Head Teacher, on 0118 9771293.

We would also encourage potential applicants to contact and visit the school prior to the closing date. To arrange a visit please contact Andy Kessock-Philip (School Business Manager) on 0118 9771293.

Northern House School is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

All applicants will be subject to a rigorous, Enhanced Disclosure and Barring Service (DBS) check and all references obtained will be checked upon for authenticity and accuracy.

We are an Equal Opportunities employer and welcome applications from all members of the community.

Safeguarding

Northern House School Academy Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

All applicants will be subject to a rigorous, Enhanced Disclosure and Barring Service (DBS) check and all references obtained will be checked for authenticity and accuracy.

We are an Equal Opportunities employer and welcome applications from all members of the community.

Information for Job Applicants - Safeguarding of Vulnerable Groups, including children

Please read this important information if the post for which you are applying is classed as Regulated Activity with regard to working or having contact with Vulnerable Groups, including Children.

1. Exemption Orders to the Rehabilitation of Offenders Act 1974 permit us to ask you to tell us about all convictions or cautions on your application form. You are obliged to tell us.

2. Under the Disclosure & Barring Service Scheme, we will need to check that you are not barred from working or having contact with Vulnerable Groups, including Children (according to the post).

Currently we will discover this from an application by you for an Enhanced DBS check for Regulated Activity, which we will arrange for you.

3. As we have children under the age of 8 on site, we will also check that you have not been barred from working with young children due to the 'disqualification by association' legislation which is set out in the DFE's 'Keeping children safe in education' guidance

4. If you are already barred from working with either Children or Vulnerable Groups, we cannot by law employ you for this post, and you will commit an offence by making an application.

5. If you are not barred, a criminal record will not automatically bar you from employment, but you may be required to attend a meeting with the Chief Executive Officer to discuss the details of your record.

6. All information provided by you and the DBS Disclosure, will be kept secure and only made available to persons who need to view it for employment purposes. It will be destroyed after use. We will comply with the DBS Code of Conduct relating to storage and security of all Disclosure information.

Job Title	Assistant Teacher
Band/Job Group	Teachers Main Scale
Hours/Week	16.25 hours per week
Special Conditions	SEN Allowance
School	Northern House School (Wokingham)
Responsible to	Head Teacher / Deputy Head Teacher / Assistant Head Teacher

Job Summary

- To teach English throughout the school at KS3 and KS4.
- To deliver high quality teaching and learning across the school.
- To provide a nurturing classroom and school environment that helps pupils to develop as learners
- To deliver high quality teaching & learning across the school provision to ensure that these students are given excellent chances to develop their core skills and confidence as learners.
- To supervise, direct and support classroom assistants.

Main Responsibilities

- To keep up to date and have awareness of current, significant initiatives in education and in the teaching of English.
- To liaise with the Assistant Headteacher on the creation, consistent implementation and improvement of courses and schemes of work so that they are accessible to pupils and provide appropriate challenges for all pupils.
- To differentiate within the classroom to meet the needs of pupils with a wide range of abilities and specific learning difficulties.
- To use assessment to monitor and review pupil progress and set challenging targets within the English Department.
- To prepare pupils for public examinations.
- To differentiate within the classroom to meet the needs of pupils with a wide range of abilities and specific learning difficulties.
- A commitment to delivering the KS 3&4 National Curriculum in an engaging and innovative way.
- To keep up to date with innovative practice for all additional needs of our pupils.
- To undertake the role of classroom tutor.

Range of duties, tasks and use of equipment

- To implement school policies.
- To maintain good relationships and regular contact with parents/carers.
- To write professional reports, including end of year reports and annual review reports.
- To attend staff meetings and training days.
- To ensure that disciplinary issues are followed through using Team Teach



interventions and strategies.

- To cover lessons as required.
- To continue to develop additional skills in the use of new methods and equipment including ICT.
- To ensure that Individual Education Plans are written and communicated.
- To undertake appraisal of support staff.
- To undertake a range of duties as determined by the Headteacher.

Additional Responsibilities /Duties Specific to Role

- To attend and contribute to professional meetings including annual reviews and reintegration meetings.
- Must be prepared to undertake Team Teach and First Aid training

It is your responsibility to carry out your duties in line with the Trust's policy on equality and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. You should act as an exemplar on these issues and should identify and monitor training for yourself and any employees for whom you are responsible, in line with this policy and the Equality Act 2010.

Such other duties may be requested, as may be appropriate to achieve the objectives of the post to assist the Trust in the fulfilment of its objectives, commensurate with the post holder's salary grade, abilities and aptitudes. Any variations to the job are a common occurrence and cannot of themselves justify a reason for a reconsideration of the grading of the job.

The post holder must at all times carry out his/her responsibilities with due regard to the Trusts policy, organisation and arrangements for Health and Safety at Work.

The post holder must ensure they are aware of all other policies and procedures, in particular those surrounding safeguarding of children.

The post must ensure they maintain the strictest confidentiality in relation to any stakeholders of the Trust.

Signed..... Head Teacher

Signed..... Job Holder

Date.....

Job Specification

Sickness Absence and Disability	<ul style="list-style-type: none"> • A good punctuality record. • A good awareness of impact of staff absence <p>Any absences relating to a disability or any other incapacity will be viewed sympathetically and will be considered if fully explained. Due regard will be made to the need to make reasonable adjustments in line with the requirements of the Equality Act 2010. (This information will be obtained from successful candidate after conditional offer of employment has been made).</p>
Qualifications, Knowledge and Skills	<ul style="list-style-type: none"> • Qualified teacher status. • A good or outstanding teacher. • Education to degree level (or equivalent experience). • Additional qualifications in working with pupils with social, emotional & mental health needs. • Knowledge of strategies to raise pupil attainment. • To have experience of Team Teach or be prepared to undertake training in Team Teach. • Able to communicate well with others. • Problem solving, creative thinking, team working, quality focus, customer service, report writing, people management. • An ability to use Information Technology effectively. • An understanding of classroom roles and responsibilities.
Experience	<ul style="list-style-type: none"> • SEMH / SEN experience desirable. • Good working knowledge of relevant policies and codes of practice and awareness of relevant legislation. • Knowledge and understanding of Equal Opportunities. • Knowledge of Health and Safety issues. • Knowledge and understanding of the Children’s Act. • Positive behaviour management. • Ability to organise, lead and motivate others (staff and pupils). • Working knowledge of national curriculum and other relevant learning programmes.
Training	<ul style="list-style-type: none"> • Willing to attend relevant training. • Demonstrate willingness to take advantage of CPD. • First Aid Training (DESIRABLE).
Special Knowledge	<ul style="list-style-type: none"> • An understanding of issues relating to children with SEMH, Autism and other needs. (DESIRABLE).
Circumstances	<ul style="list-style-type: none"> • Ability to work when the school is open (Term Time working). • Willingness to work flexibly to meet the requirements of the post. • Ability to contribute to plan effective actions for pupils at risk of underachieving. • An ability to understand the principles of child development and learning processes and in particular barriers to learning. • Ability to build and maintain effective relationships with pupils, treating them equitably with respect and consideration. • Ability to understand the roles of parents and carers in pupils learning and demonstrate ability to liaise with parents and carers sensitively and effectively • Ability and willingness to identify own training needs and participate in training and evaluate own learning.
Disposition	<ul style="list-style-type: none"> • Capable of carrying out restrictive physical interventions (RPIs) as per relevant school policies • Willingness to work in close partnership with staff, parents and

	<p>other professionals.</p> <ul style="list-style-type: none">• Will make things happen, operates with resilience, flexibility and integrity.• Shares and listens to information, opinions and ideas, using a range of effective approaches.• Ability to motivate individuals to perform effectively.• Awareness of and respect for, the needs of the individual child and their families, including multi-cultural and inclusive practices. Willingness to work in close partnership with staff, parents and other professionals.• Empathy with children/parents who are experiencing difficulties.• Flexible approach to people and situations.• A sense of humour.• Confident.
Legal Requirements	Enhanced DBS Check for Regulated Activity
Written Application	Evidence of clear thinking about the role, educational philosophy and presentation of experience to meet the requirements of the post
References	Excellent and unequivocal