



Application Pack

Higher Level Teaching Assistant

An extraordinary education for every pupil



The Rivers
C.of E. Academy Trust



Welcome

Welcome from the Headteacher

Thank you for your interest in joining Unity Academy, Kidderminster. We are a vibrant and inclusive school committed to nurturing the potential of every child and fostering a culture of excellence, respect, and ambition.

At Unity Academy, our staff are at the heart of everything we do. We believe in creating a supportive and collaborative working environment where every team member feels valued and empowered to grow professionally. Whether you're early in your career or bring a wealth of experience, we welcome your passion, creativity, and commitment to making a real difference in the lives of our pupils.

Warm regards,

Mrs Kuldip Berdesha

Headteacher, Unity Academy

Unity Academy

Unity Academy is a primary alternative provision located in Kidderminster.

It has 40 pupils from age 5 – 11 years and 26 staff members.


Established in 2023 the school is part of The Rivers CofE Academy Trust.

Ethos

At Unity Academy, Kidderminster, our ethos is shaped by the STARS values of The Rivers CofE Academy Trust: *Sharing, Trust, Achievement, Respect and Safety*. These guiding principles underpin every aspect of school life and help us to cultivate a nurturing and high-achieving environment where every pupil can flourish.

We are committed to providing an education that develops the whole child—academically, socially, morally, and spiritually. Through high-quality teaching, a broad and balanced curriculum, and strong pastoral care, we aim to inspire a lifelong love of learning and a strong sense of personal responsibility.

By living out our STARS values, we create a culture of kindness, excellence, and aspiration. Pupils are encouraged to serve others, show gratitude, strive for their best, and treat everyone with dignity. This ethos empowers our children to grow into thoughtful, resilient individuals who are well prepared for the challenges and opportunities ahead.



About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



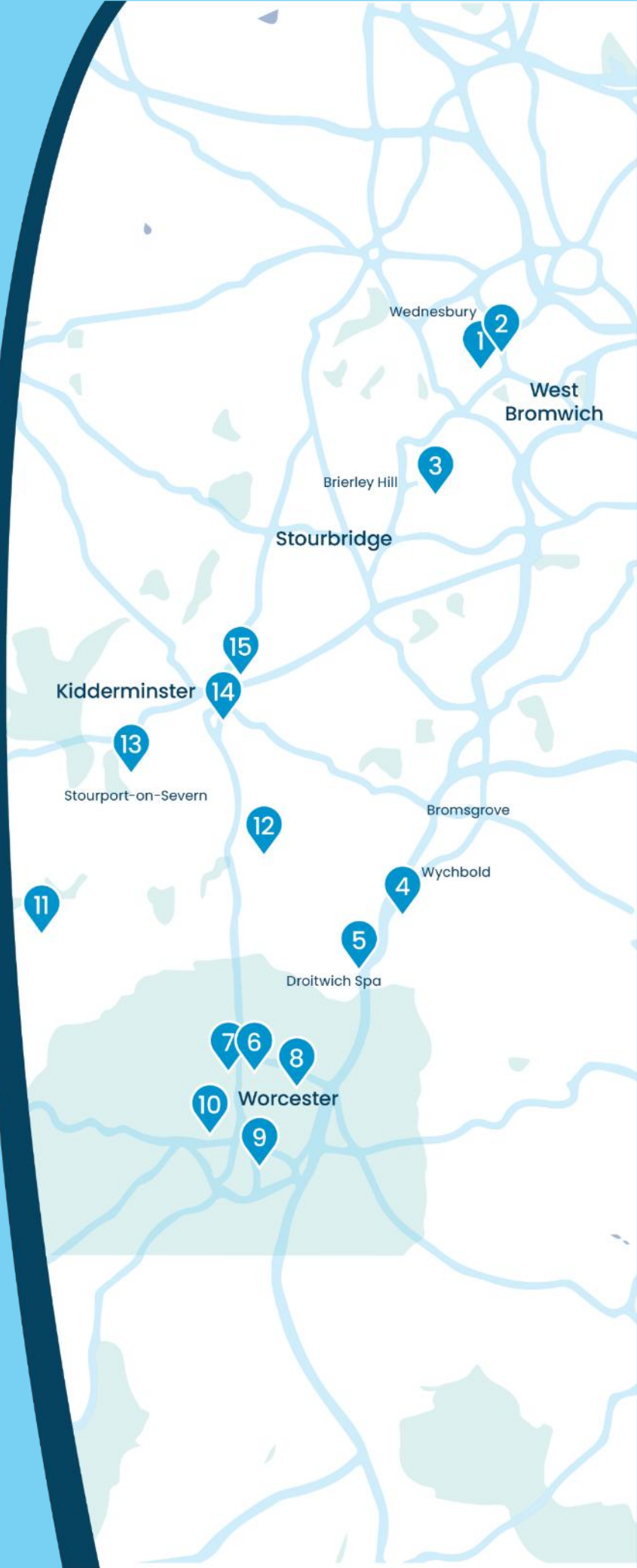
Respect



Safety

Our Schools

- 1 Summerhill Primary
Academy Summerhill's
Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary
School
- 4 Wychbold First and Nursery
School
- 5 St Peter's Droitwich CofE
Academy
- 6 North Worcester Primary
Academy
- 7 Northwick Manor Primary
School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary
School
- 10 St Clement's CofE Primary
School and Pre-School
- 11 Great Witley CE Primary
School
- 12 Cutnall Green CofE
Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary
School
- 15 Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk



About the Role

Job Title:	Higher Level Teaching Assistant
Salary:	Actual £22,788 - £23,784 plus SEN allowance FTE £2,787
Contract Type:	Permanent
Reporting To:	Headteacher
Location:	Unity Academy
About:	<p>Unity Academy has an exciting opportunity for an enthusiastic and talented individual to take the position of Teaching Assistant. Contracted hours will be 30 hours per week, Term-time only plus 5 TED days. This post is being advertised as a permanent position.</p> <p>The Rivers Academy Trust are keen to support applicants that offer a skill set and are happy to support this through relevant training. The purpose of this post is to support pupils and staff to ensure that all pupils reach their full potential. Working alongside a class teacher in our 2-year-old alternative provision primary academy in Kidderminster, the successful candidate will ideally have experience with working with children with SEMH needs.</p>

Job Description

Key Purpose:

- To complement the professional work of teachers by taking responsibility for agreed learning activities under an agreed system of supervision. This may involve planning, preparing and delivering learning activities for individuals/groups or short-term for whole classes and monitoring pupils and assessing, recording and reporting on pupils' achievement, progress and development.
- Responsible for the management and development of a specialist area within the school and/or coordinating other teaching assistants including allocation and monitoring of work.

Supporting the pupil:

- Assess the needs of pupils and use detailed knowledge and specialist skills to support pupil's learning.
- Establish productive working relationships with pupils, acting as a role model and setting high expectations.
- Develop and implement interventions, as necessary.
- Promote the inclusion and acceptance of all pupils within the classroom.
- Support pupils consistently whilst recognising and responding to their individual needs.
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities.
- Promote independence and employ strategies to recognise and reward achievement of self-reliance.

Provide feedback to pupils in relation to progress and achievement.

Supporting for teachers:

- Organise and manage appropriate learning environment and resources.
- Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate.
- Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives.
- Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment.
- Work within an established discipline policy to anticipate and manage behaviour constructively, promoting self control and independence.
- Supporting the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement.
- Administer and assess/mark tests and invigilate exams/assessments.
- Production of lessons plans, work sheet, plans etc.

Job Description

Support for the Curriculum:

- Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs.
- Deliver local and national learning strategies e.g. literacy, numeracy, early years and make effective use of opportunities provided by other learning activities to support the development of pupils' skills.
- Use ICT effectively to support learning activities and develop pupils' competence and independence in its use.
- Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds.
- Advise on appropriate deployment and use of specialist aid/resources/equipment.

Supporting the school:

- Attend training when appropriate and after consultation with your Line Manager.
- Be aware of and support all the schools policies.
- Be aware of the school safety procedures e.g. fire drill/ health and safety policy.
- Treat as confidential all information on individual pupils and refer parents to the class teacher should any questions about individuals asked.
- Foster positive links between home and school.
- After negotiation with the line manager, carry out the administration of elementary first aid at break times to pupils throughout the school (qualified staff only).
- Perform any reasonable duties as requested by the senior leadership team.

Personal Qualities:

Essential: Enthusiasm and a positive outlook, Excellent attendance and punctuality, Responsible, honest and reliable, Good personal organization, Calm under pressure, A willingness to work alongside young children with challenging behaviour.

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy and Code of Conduct.

Qualifications and Experience:

Essential: Level 3 Teaching Assistant qualification

Essential: Experience working within a school setting

Desirable: Evidence of further CPD, Experience of working with children with SEMH needs, First Aid trained, Positive Handling trained.

Skills and Knowledge:

Essential: Ability to work independently, Ability to use own initiative, Excellent understanding of safeguarding issues, Excellent practitioner

Desirable: Good understanding of the National Curriculum, safeguarding, Offsite visit trained.

How to Apply

Application forms are available to download here: [Unity Academy - Vacancies](#)

Please email completed application forms to **office-unity@riverscofe.co.uk** by **noon Friday 9th January 2025**

Please contact the school office on 01562 215194 if you would like to come and have a look around the school prior to applying.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.



The Rivers
C.of E. Academy Trust

Get in Touch

Unity Academy

Hurcott Road, Kidderminster, Worcestershire, DY10 2QJ

T: 01562 215194

E: office-uny@riverscofe.co.uk

W: www.unityacademyap.co.uk

The Rivers C of E Academy Trust

School Lane, Cutnall Green, Droitwich, WR9 0PH

T: 01299 851178

E: info@riverscofe.co.uk

W: www.riverscofe.co.uk/