



We learn to live...



...and live to learn.

The
Perseverance
Respect
Independence
Determination
Enthusiasm
of Riverside



INFORMATION FOR APPLICANTS

POSITION: GTA

CONTRACT: Fixed term until August 2023, TTO + Training Days
GTA Grade C, point 2-4 salary range £14,176 - £14,694, 20 hours per week
START DATE: January 2023

Riverside School

Wetherby Road

Tadcaster

LS24 9JN

Tel: 01937 832899

Website: <https://riverside.n-yorks.sch.uk/>



November 2022

Dear Colleague,

Thank you very much for taking an interest in the post of GTA at Riverside School. This contract is to start in January 2023.

We are keen to receive applications from candidates who:

- Have a passion for creating a rich and exciting learning environment and a curriculum that is relevant, exciting and fun;
- Are committed to ensuring all pupils make sustained and accelerated progress to reach their true potential;
- Have high expectations for attainment and achievement;
- Demonstrate high levels of skills in written and oral communication – with pupils, staff, parents and external agencies;
- Show a willingness to work beyond the school site, within our local community and with a wide range of partners.

In return, we can offer you the opportunity to work in an environment with a wonderful ethos, with pupils who display impeccable behaviour and are highly motivated in wanting to be 'the best they can be'. You will have the opportunity to become an integral part of a committed team where your own professional development will be given a high priority.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

I would like to thank you again for your interest in the post. If you are excited by this opportunity, I look forward to receiving your application.

Yours faithfully

Mr Nick Styles
Headteacher

THE APPLICATION PROCESS

If you wish to apply for the post of GTA, then you should:

- pay particular attention to the following whilst assembling your application:
 - Job description and person specification for the role of GTA and MSA
 - School Outcomes
 - The school website <https://riverside.n-yorks.sch.uk/>
 - THE STAR MAT website <https://web.starmat.uk/>
- Fully complete the online application form <https://bit.ly/STARSupportApp>, ensuring all details are accurate and all declarations are signed. Please ensure you include details of two professional referees with one being your current employer (with an email address for each). Do not enclose additional CVs.
- Your supporting statement should be no more than the equivalent to two sides of A4 Size 11 font), addressing the following:
How your experience to date best fits you to the requirements of the following sections of the person specification:
 - Experience
 - Skills and knowledge – generic
 - Skills and knowledge – special to the role

Remember when addressing the above, *less is sometimes more*.

Timeline for the selection process

Post advertised	Wednesday 30th November 2022
Closing time/date for applications	9am on 12th December 2022
Interviews	TBC

The STAR Multi-Academy Trust (MAT)

We are very proud that Riverside School is a member of the STAR Multi-Academy Trust which was established on 1 July 2018.

Our Schools

- Appleton Roebuck Primary
- Brayton CE Primary
- Kellington Primary
- South Milford Primary
- Monk Fryston CE Primary
- Riverside Primary
- Saxton CE Primary
- Sherburn High School
- Sherburn Hungate Primary
- South Milford Primary
- Tadcaster Grammar School

Our Mission

To develop outstanding education in all our schools, which will enable every young person to flourish and realise their full potential.

Our Aims

We will:

- Ensure that our children achieve the best possible outcomes
- Develop the whole child; personally, culturally and spiritually
- Be inclusive; have a particular commitment to our most vulnerable children · Teach our children to live well together and to make wise choices
- Ensure that our children are safe from harm
- Work to ensure that our schools are enjoyable places for children to learn.

Our Core Principles

We:

- Expect our schools to actively support each other and to share best practice for the benefit of all
- Are committed to providing services that will keep our schools compliant, financially robust and continuously improving.
- Want all of our schools to retain and celebrate their distinctive identity.

We are:

- Open, honest, fair and straightforward
- Receptive to change and challenge
- Pioneering and outward facing
- Trusting, respectful and supportive of each other
- Prepared to listen to advice
- Empowering of others.

We want our pupils and students to have a consistently excellent school experience and to achieve

strong outcomes. The culture of our Trust is very much one where our schools retain their own distinctiveness. Our Headteachers remain empowered to make decisions about what happens in their schools but, in addition, benefit from high levels of collaboration and sharing of best practice. As a Trust we aim to provide greater opportunities for recruiting new staff, to retain our existing staff, facilitate leadership development and enhance staff professional development. At a time of reduced funding in schools, our partnership strives to achieve 'better value' and financial stability by providing business support which allows schools greater capacity to develop the curriculum and to support pupils and students. As a Trust of over 4000 pupils and students, and 11 schools, we have access to the School Condition Allocation (SCA) which enables us to access significant capital funding for our school buildings. This amounted to £1.2m for 2019-2020.

All STAR MAT partner schools offer their pupils and students the following opportunities to develop:

Themselves to become:	Their ability to interact with others and contribute positively to society to become:	The knowledge and skills which will equip them for life, with an entitlement to:
<ul style="list-style-type: none"> ● Physically and mentally healthy ● Informed risk takers, problem solvers and critical thinkers ● Articulate communicators ● Reflective, resilient and able to self-regulate 	<ul style="list-style-type: none"> ● Tolerant and respectful of others: different people, places and cultures ● Responsible, aware and engaged citizens: locally, nationally and globally ● Able to develop appropriate and successful relationships 	<ul style="list-style-type: none"> ● Develop mathematical fluency and essential literacy skills ● Be taught a broad, rich and age appropriate programme of study in every subject ● Stimulating and exciting learning experiences both within and beyond the 'classroom' ● Opportunities to take part in sport, performance and other creative activities ● Careers education and guidance

Living and working in North Yorkshire

Within the county of North Yorkshire are the Yorkshire Dales and North York Moors National Parks, three Areas of Outstanding Natural Beauty, the Pennines and a stunning coastline around Scarborough and Whitby. The area hosted the opening stages of the Tour de France in 2014, and due to its success, has created the Tour de Yorkshire with global recognition, which will be contested for the fifth time over three days in 2019. There are ruined castles and abbeys, serene gardens, unique breweries, thrilling rides and industrial heritage. Something for everyone!

For outdoor enthusiasts North Yorkshire has plenty to offer. From the hard gritstone of Almscliff and Brimham Rocks to the limestone of Malham, Gordale and Kilnsey climbing venues are in abundance. The Yorkshire Dales is a premier area for caving while for mountain biking there are the bridleways of the Dales and North York Moors as well as the renowned trail centre at Dalby Forest. Further afield, the Lake District and the fells, crags and coast of Northumberland are all easily accessible for days and weekends away. There are a small number of sailing clubs on reservoirs around the county and fantastic, if chilly, surfspots venues and sea kayaking on the east coast.

While the county is rightly known for its wide-open spaces, it also incorporates attractive market towns including Malton, Helmsley, Northallerton and Skipton - judged the best place to live in Britain by the Sunday Times in 2014 - the traditional seaside towns of Whitby and Scarborough, the Spa town of Harrogate, as well as the ancient city of York, the most visited city outside of London. With a wide range of shopping, leisure and cultural facilities as well as excellent schools, universities, road and rail links, there really is everything to offer you and your family as a place to work, live and enjoy.

Travelling further afield we have convenient connectivity, with close proximity to metropolitan cities of Leeds and Newcastle and a journey time of under two hours by rail from York to London. We border the Lake District, Lancashire, County Durham, and Yorkshire & Humber regions with all they have to offer.

Useful Links:

www.yorkshire.com

www.inspireleadteach.co.uk

The School Vision

Insert school vision here (or delete page)

General Teaching Assistant – Job Description

POST:	General Teaching Assistant (GTA)
GRADE:	Grade C
RESPONSIBLE TO:	Head Teacher / Senior Advanced Teaching Assistant / Higher Level Teaching Assistant/ SENCO/Inclusion Manager
STAFF MANAGED:	None
POST REF:	JOB FAMILY: 7
JOB PURPOSE:	To work with teachers to support teaching and learning by working with individuals or small groups of pupils under the direction of teaching staff, and may be responsible for some learning activities within the overall teaching plan. May work in the classroom or appropriate location within the school, with access to support and guidance as required.
JOB CONTEXT:	<p>This school is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment at the School. We expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children.</p> <p>An ability to fulfil all spoken aspects of the role with confidence through the medium of English</p>
ACCOUNTABILITIES / MAIN RESPONSIBILITIES	
Supporting Learning & Development	<ul style="list-style-type: none"> ● Support pre planned learning/behaviour activities as directed by the teacher ● Using agreed structured observation as directed by the class teacher to feedback on learning, behaviour, participation and achievement, to support the planning and evaluation of the learning process in respect of groups and individual students ● Interact with pupils in ways that support the development of their ability to think and learn, including the use of careful questioning ● Assist teachers in the implementation of appropriate behaviour management and teaching & learning strategies ● Support pupils in their social and emotional wellbeing, in implementing related programmes, including social, health and physical needs ● Assist in escorting and supervising pupils on educational visits and out of school activities ● Undertake break supervision as required
Communication	<ul style="list-style-type: none"> ● Under the general direction of the teacher participate in establishing and maintaining effective relationships with pupils, parents/carers and with other agencies/professionals

	<ul style="list-style-type: none"> ● Communicate effectively with all pupils, families, carers and other agencies / professionals
Sharing information	<ul style="list-style-type: none"> ● Share information confidentially about pupils with teachers and other professional as required ● Pay due regard to professional boundaries, maintaining appropriate levels of confidentiality ● Participate in staff meetings
Safeguarding and Promoting the Welfare of Children/Young People	<ul style="list-style-type: none"> ● Carry out tasks associated with pupils' personal hygiene, (including personal intimate care) and welfare, including physical and medical needs, whilst encouraging independence ● Be responsible for promoting and safeguarding the welfare of pupils in line with policy and legislation, raising concerns as appropriate
Administration/Other	<ul style="list-style-type: none"> ● Prepare classroom materials and learning areas, and undertake minor clerical duties e.g. photocopying and displaying pupils work ● Support the use of ICT and adhere to relevant policies ● Supervise and provide access arrangements for pupils sitting internal and external examinations and tests as required, ensuring that examinations comply with the Examination Board Regulations ● Participate in appraisal, training and other learning activities
Health & Safety	<ul style="list-style-type: none"> ● Be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety responsibilities as defined in the Health and Safety policy and procedure ● Work with colleagues and others to maintain health, safety and welfare within the working environment
Data Protection	<ul style="list-style-type: none"> ● To comply with the STAR MAT's policies and supporting documentation in relation to Information Governance this includes Data Protection, Information Security and Confidentiality
Equalities	<ul style="list-style-type: none"> ● Promote inclusion and acceptance of all pupils ● Within own area of responsibility work in accordance with the aims of the Equality policy, treating people with respect for their diversity, culture and values
Customer Service	<ul style="list-style-type: none"> ● The STAR MAT requires a commitment to equity of access and outcomes, this will include due regard to equality, diversity, dignity, respect and human rights and working with others to keep vulnerable people safe from abuse and mistreatment ● The STAR MAT requires that staff offer the best level of service to their customers and behave in a way that gives them confidence. Customers will be treated as individuals, with respect for their diversity, culture and values

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of the Trust and School organisation and may change either as your contract changes or as the organisation of the Trust or School is changed. Whilst this job outline provides a summary of the post, it is not a comprehensive list or description and the job will evolve to meet changing circumstances. Such changes would be commensurate with the grading and conditions of service of the post and would be subject to discussion and consultation. All staff are required to comply with the Trust and School's policies, procedures and ethos.

Elements of the Job Description may be re-negotiated at the request of either party and with the agreement of both. The post holder may, in addition, be asked to carry out other reasonable duties

within the MAT, (which could involve working at other schools), as may be required for the benefit of the school and the students' education and well-being.

The STAR MAT is committed to equality and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed.

Person Specification – General Teaching Assistant

Essential upon appointment	Desirable on appointment
<p>Knowledge</p> <ul style="list-style-type: none"> ● An awareness of child/young person’s development and learning ● An understanding that children/Young people have differing needs 	<ul style="list-style-type: none"> ● Good understanding of child development and learning processes ● Knowledge of Behaviour management techniques ● Knowledge of Child Protection and Health & Safety policies and procedures ● Knowledge of inclusive practice
<p>Experience</p> <ul style="list-style-type: none"> ● Experience appropriate to working with children in an learning environment 	
<p>Qualifications</p> <ul style="list-style-type: none"> ● Relevant NVQ Level 2 qualification or equivalent 	<ul style="list-style-type: none"> ● Relevant NVQ level 3 ● Appropriate first aid training (Dependent on the school’s needs - insert as appropriate)
<p>Occupational Skills</p> <ul style="list-style-type: none"> ● Good written and verbal communication skills: able to communicate effectively and clearly and build relationships with a range of staff, children, young people, their families and carers ● Good reading, writing and numeracy Skills 	<ul style="list-style-type: none"> ● Basic ICT Skills
<p>Personal Qualities</p> <ul style="list-style-type: none"> ● Demonstrable interpersonal skills. ● Ability to work successfully in a team. ● Confidentiality ● Flexibility 	<ul style="list-style-type: none"> ● Creativity
<p>Other Requirements</p> <ul style="list-style-type: none"> ● Enhanced DBS Clearance ● To be committed to the school’s policies and ethos ● To be committed to Continuing Professional Development ● Motivation to work with children and young people ● Ability to form and maintain appropriate relationships and personal boundaries with children and young people ● Emotional resilience in working with challenging behaviours and attitudes ● Ability to use authority and maintaining discipline ● An empathy for equality & diversity 	

<ul style="list-style-type: none">● The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post	
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STAR MAT Safeguarding Statement

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