



THE DIOCESE  
OF GLOUCESTER  
ACADEMIES TRUST  
*unlocking potential*



Teaching Assistant  
Recruitment Pack  
North Cerney Primary Academy





Dear Applicant,

The closing date for completed by Friday 4th October **2024**. Interviews are scheduled to take Monday 7<sup>th</sup> October **2024**.

To submit your application please email the completed form to **[sbm@northcerney.dgat.org.uk](mailto:sbm@northcerney.dgat.org.uk)** before the closing date.

Yours faithfully.



The Diocese of Gloucester Academies Trust seek to appoint an

### **Teaching Assistant**

Grade: 3 point 6 22,737 pa pro rata.

Allowances: Not applicable

Hours: Teaching Assistant 27.5 hours per week, Mon – Fri 9.30-3.00pm

Contract: Permanent. The role will be reviewed and includes a probationary period of 6 months

North Cerney Primary Academy requires a Teaching Assistant to work across the school. The role involves support in the classroom and includes some lunchtime supervision. The role would be working Monday to Friday 9.00am-3.00pm.

Job purpose:

- Support the teacher in the classroom and in preparation for lessons.
- Support children in their educational and social development.
- Provide extra support for pupils with special educational needs or disabilities.

We are part of DGAT, The Diocese of Gloucester Academies Trust, enabling the successful applicant to be part of a collaborative family of schools improving education together.

The job description and application form can be obtained from the school website:

For further details and a job description please contact our Executive Business Manager Mrs Amy Bennett-Bright on 01285831310 or e-mail [sbm@northcerney.dgat.org.uk](mailto:sbm@northcerney.dgat.org.uk). Visits are welcome after school with prior appointment.

The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate.

## Job Description

**Job Title:** Teaching Assistant

**Responsible to:** Executive Headteacher

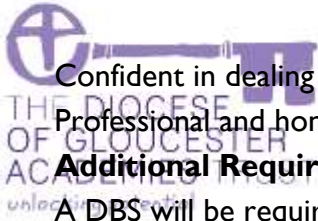
**Contract Type:** Permanent

The current main duties and responsibilities of this post are outlined in the job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

## Person Specification

	Essential	Desirable
<b>Personal Values</b>		
Committed to actively promoting the Christian ethos and values of the academy	X	
Committed to the Academy vision	X	
<b>Qualifications</b>		
Education to secondary school level at least.	X	
Relevant qualification with regard to working with children, such as NVQ 3.		X
<b>Experience</b>		
	X	
Previous experience working with children.		
Knowledge and understanding of child development and children's and families' needs	X	
		X
Previous experience working in a school setting.		
<b>Personal Qualities</b>		
Friendly and approachable with strong written and oral communication skills	X	
Well-motivated with the ability to use his/her own initiative	X	
Excellent organisational skills and attention to detail	X	
Flexible and co-operative team worker	X	
Reliable and punctual	X	
Able to work efficiently and accurately under pressure and to prioritise tasks	X	



Confident in dealing with a variety of stakeholders	X
Professional and honest	X
<b>Additional Requirements</b>	
A DBS will be required prior to appointment	X
Good health and attendance record	X
Excellent and unequivocal references	X
Current driving licence and personal transport	X

## Background Information

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are currently twenty primary and one infant school within the Trust. Twenty of the schools have Church of England schools designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

### *Our vision is to enable all to flourish.*

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

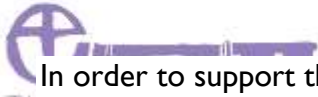
### **Our aims are to be:**

- Authentically Christian
- Boldly passionate about excellence in learning
- Relentlessly driven in our aspiration for everyone

### **Our core principles:**

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
- Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
- We act with integrity; we are open to challenge and we are reflective about our practice
- We treat everyone with dignity and respect
- Through collaboration, in a nurturing community, we grow, learn and achieve

### *School is Trust and Trust is School*



In order to support the Trust's academies, DGAT provides the following support:

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▪ School Improvement  
▪ Christian Character

- HR and Legal
- Finance and Business
- Premises and Insurance
- Compliance and GDPR