



**Teaching Assistants**  
**Kindergarten or Primary positions available**  
**Full-time (0.84 FTE) and Part-time (0.636 FTE and 0.331 FTE)**  
**Term-time only**  
**Full-time salary £16,500 pro rata**

**September 2018 start**

### **About our school**

Steiner Academy Bristol is a state-funded Steiner school in an urban area. We currently have 339 pupils across nine age groups. We have Kindergarten (Reception and Year 1 combined age group classes), Lower School Classes 1-5 (Years 2-6) Middle School Classes 6-8 (Years 7-9) and Upper School Class 9 (Year 10). We will be an all-through school (ages 4-16) and by 2022 the school will have grown to 624.

### **Our ethos and values**

Our vision is for a school in which all children can fully experience the wonders of Steiner education: maintaining childhood; thinking independently, clearly and considerately; observing the world perceptively; and acting with creativity, courage and self-determination.

We are part of a growing group of state-funded Steiner Academies (Hereford, Frome and Exeter) that are building a foundation for Steiner education in the state sector with a commitment to diversity and accessibility. Our school will be accessible to all, regardless of ability to pay.

We are in the process of creating an Umbrella Trust with the other Steiner Academies, to help coordinate work on curriculum development, teacher training, mentoring and career development as well as joint procurement and other services.

You can find out more about our school via our website at <http://www.steineracademybristol.org.uk/> **Please see the "How to Apply document for full information on how to apply.**

## **Job Description**

- To complement the professional work of class teachers and subject teachers by taking responsibility for agreed learning activities under an agreed system of supervision whilst upholding and promoting the values and ethos of Steiner Academy Bristol. This will involve planning, preparing and delivering learning activities for individuals/groups, monitoring students and assessing, recording and reporting on students achievement, progress and development.
- Under an agreed system of supervision: take a role within the school to address the needs of students who need particular help to overcome barriers to learning.
- To provide support for students, the teacher and the school in order to raise standards of achievement for all students (e.g. SEN, EAL, G&T, all underachieving groups), by utilising advanced levels of knowledge and skills when assisting with planning, monitoring, assessing and managing classes and to encourage students to become independent learners, to provide support for their welfare, and to support the inclusion of students in all aspects of school life.

### **Main responsibilities of the post**

- To support in Kindergarten and/or Class 1 as directed by the SENCO
- Provide detailed verbal and written feedback on lesson content, student responses to learning activities and student behaviour, to teachers and students.
- Assess the needs of students and use detailed knowledge and specialist skills in maths to support students' learning
- Motivate and progress students' learning by using clearly structured, interesting teaching and learning activities according to the Steiner curriculum and National Curriculum
- Actively seek information regarding, and utilise, the range of activities, courses, organisations and individuals to provide support for students to broaden and enrich their learning.
- Provide objective and accurate feedback and reports as required on student achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Establish productive working relationships with students, acting as a role model and setting high expectations
- Promote the inclusion and acceptance of all students within the classroom
- Support students consistently whilst recognising and responding to their individual needs
- Encourage students to interact and work co-operatively with others and engage all students in activities
- Promote independence and employ strategies to recognise and reward achievement of self-reliance
- Provide feedback to students in relation to progress, achievement, behaviour etc.

### **Further duties will include**

- Assisting with and attending some parents' evenings.
- Attending SEN team meetings and other staff meetings
- Participating in work, study and INSET days as required.
- Contributing to school events and festivals throughout the year.
- Assisting with forest school

### **Support for the Curriculum**

- Deliver learning activities to students within agreed system of supervision, adjusting activities according to student responses/needs.
- Deliver local and national learning strategies, numeracy and Literacy and make effective use of opportunities provided by other learning activities to support the development of students' skills.
- Select and prepare resources necessary to lead learning activities, taking account of students' interests and language and cultural backgrounds.
- Advise on appropriate deployment and use of specialist aid/resources/equipment.
- Implement agreed learning activities/teaching programmes, adjusting activities according to student responses/needs.
- Determine the need for, prepare and use specialist equipment, plans and resources to support students
- To liaise with the relevant pastoral leaders
- To undertake other duties appropriate to the post that may reasonably be required from time to time including break and lunchtime duties and after school enrichment and support sessions.

## **Person Specification**

### **Essential**

- Recognised qualification: GCSE (or equivalent) in English and Maths, grade B or above.
- Proven work experience with children in a relevant setting including experience of supporting children with additional needs
- A commitment to the ethos of our school as a Steiner Academy
- An understanding of the Steiner-Waldorf approach to teaching and / or a willingness to learn and develop your teaching practice
- A demonstrable commitment to effective professional development and ongoing learning
- Proven ability to work in a team
- Ability to deal with challenging behaviour.
- A flexible and positive attitude to work
- Good communication skills with children, parents and colleagues
- Willingness to undertake an enhanced CRB check
- Permission to work in the UK prior to being selected for interview

### **Desirable**

- Relevant qualifications or training around SEN LSA work.
- Current First Aid Certificate
- Practical or craft skills
- Approved child protection training
- Current food hygiene certificate
- Proven experience working as a TA or in another relevant setting

Proof of all qualifications will be required prior to an appointment being offered.

## **Pay and conditions**

This is a term-time only post. Teaching Assistants will generally be employed full time (37 hours per week) for 46.4 weeks per year (term times plus two additional weeks to allow for some holiday-time working, plus 5.4 weeks of paid holiday), which is equivalent to 0.89 FTE.

There are a number of positions available in our growing school, including two part-time posts. There is one post for 2 days a week and one for 4 days a week, equivalent to 0.331FTE and 0.636 FTE respectively.

## **Essential Information**

Steiner Academy Bristol is committed to safeguarding and promoting the welfare of children and young people. This is a commitment which we expect all staff and volunteers to share. The successful candidate will be subject to a Disclosure and Barring Service check and other safeguarding measures in line with safer recruitment guidelines

Proof of all qualifications will be required prior to an appointment being offered.

We are an equal opportunities employer. Our aim is to be fair to everybody and to ensure that no job applicant or employee receives more or less favourable opportunities or treatment on the grounds of, for example age, race, colour, ethnic or national origin, nationality (subject to nationality rules), sex / gender, transgender, sexual orientation, marriage and civil partnership, disability, religion or religious affiliation / belief, or pregnancy and maternity.

All employees need to confirm their right to work in this country, or seek sponsorship to work via the academy, where appropriate. Steiner Academy Bristol and its Governing Body are committed to ensuring consistency of treatment and fairness, and will abide by all relevant equality legislation.

This is a job description only and is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment, after consultation with the post holder.

Please be aware that we are not able to guarantee a school place for the children of staff. The school's admission policy is such that children of staff have some priority in the waiting list, but admission will depend on a place being available.

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[www.steineracademybristol.org.uk](http://www.steineracademybristol.org.uk)