

# DRYBROOK PRIMARY SCHOOL

SEN SUPPORT

FULL TIME FIXED TERM

TA Grade 5 [11-14] 25 hours

Midday Supervisor Grade 2 (2-3) 5 hours

REQUIRED FOR ASAP

CANDIDATE INFORMATION PACK



## ‘DREAM BIG, ACHIEVE TOGETHER’



Part of the Forest of Dean Trust (April 2020)



Dear Candidate

### **Teaching Assistant - DRYBROOK PRIMARY SCHOOL**

Firstly, can I take this opportunity to thank you for taking an interest in this teaching assistant post at Drybrook Primary School. You will be joining us at a really exciting time with Drybrook joining the Forest of Dean Trust in April 2020 - yes, we really did take on the school during the pandemic! In spite of this, we have achieved a great deal at the school already and the key components are now in place for you to join us.

We are so proud of our school and firmly believe that Drybrook has real character, personality and soul.

Drybrook School is located in a beautiful setting and I do not mind admitting that I have fallen in love with the school. It has a team of dedicated teachers and support staff who work hard for the children and the community and you can really feel that warmth when you visit. Our school is not only in an area surrounded by natural beauty it is very accessible and I can dispel any myth that we are remote. It is an easy commute to get to Drybrook against the traffic from many surrounding large towns and cities and many staff remark how positive this commute is.

Drybrook benefits from being part of the trust, one such benefit is that you will be offered the highest levels of support as Dene Magna School has an excellent reputation for developing teachers. The trust places quality teaching and learning at the heart of everything they do and you will be supported to continue your learning as a member of our community. Our induction programme is second to none and you will be given the opportunity to see lots of us teach and have subject specialists on hand to liaise with as you get to know what makes our children tick.

The team at Drybrook are incredibly dedicated to our children, they are a close knit group and always look out for each other. Since April 2020 the team has worked tirelessly to ensure that outcomes for all children are progressing and that the lessons are genuinely enjoyable, stimulating and popular.

The staff are encouraged to be innovative and to embrace the wider world in terms of extra curricular activities and opportunities. As a member of the team you will be welcomed into the school and actively encouraged to get involved with everything we do.

We are looking for a Forest of Dean Trust person, who is reflective, passionate about young people and open to learning with and inspiring others. You will be welcomed, nurtured and supported so, if you feel this is you, then please get in touch or pay us a visit to discuss this more.

We are committed to safeguarding and promoting the welfare of children and young people and would expect all staff to share this commitment. The trust believes in equal opportunities and encourages all staff and children to be treated similarly, unhampered by artificial barriers or prejudices or preferences.

I look forward to hearing from you and hope to meet you in person very soon!

Yours sincerely

Stephen Brady  
Chief Executive Officer  
Forest of Dean Trust



## A MESSAGE FROM OUR HEADTEACHER, THOMAS HENESEY

It is a great honour to lead Drybrook Primary School at this exciting time for both the school and Trust as we continue to build Drybrook into a school of excellence for the future. The magnificent charming location of the school and the committed supportive nature of the Trust provide a wonderful environment to work, develop and progress both individually and as a team. Over the past year the school and Forest of Dean Trust has focused on putting the necessary foundations in place to allow the success in the future. This is a captivating time to be involved in the continued development of Drybrook's bespoke curriculum and the constant improvement of teaching and learning within a large supportive network with clear pathways for growth.

I share the belief with the Forest of Dean Trust that a school should be providing children with the skills necessary to progress in their future lives on which ever path they wish to follow. For children, good outcomes are essential; they open doors and empower children to achieve their dreams. However, I also all believe in a well-rounded education where a strong focus on outcomes is allied with an extensive and diverse programme of enrichment opportunities. The school, the Trust and its staff care about the children, they are dedicated to supporting them in any way they can and want to provide them with a range of experiences and activities that encourage them to succeed regardless of their background or ability. Children have the opportunity to flourish and to fulfil their academic, social and personal potential within a calm, happy and purposeful environment.

The successful future of children's outcomes are strongly aligned with the growth of the staff working with them and for this reason the constant development of staff is a cornerstone of the Trust's vision. Having clear structure to work with experts to enhance subject knowledge, teaching and learning, curriculum and many more areas is a unique offer that will ensure you are supported at every stage of your professional career. Drybrook offers a supportive environment and an incredibly dedicated, welcoming staff who will be working collaboratively to drive the school forward onto a successful, sustainable future. This post is a fantastic opportunity to be involved in this exciting time for the school and shape the future direction of education in the Forest of Dean within a forward thinking school and trust.

Thank you for your interest in this post and look forward to reading your application.

Thomas Henesey



## CURRENT STRUCTURE

**Chief Executive Officer**  
Stephen Brady.

**Headteacher**  
Thomas Henesey

**Classroom Teacher – Year 6**  
Claire Tuffley

**Classroom Teacher – Year 5**  
Stacey Osmond  
**1:1 Teaching Assistant**  
Sam Stallard

**Classroom Teacher – Year 3/4**  
Adele Bines

Hannah Brooks-Wilden (0.5FTE) Vicky  
Oliver (0.5FTE)  
**Teaching Assistants**  
Natalie Hyndman

**Classroom Teacher – EYFS**  
Jo Morgan (0.5FTE)  
Sam Wilce (0.5 FTE)  
**Teaching Assistants**  
Andrea Hampson & Kirsty Wheeler

**Willow Nursery Lead**  
Jade Davies  
**Nursery Assistants**  
Paula Harding  
Nikki Pearce  
Kirsty Wheeler

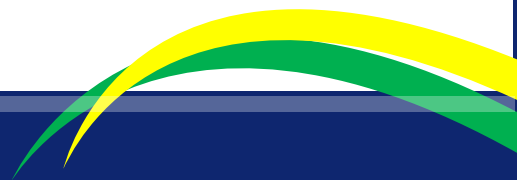
**Community Champion**  
Donna Hull

## AN OVERVIEW OF OUR SCHOOL



### DATA

AGE RANGE	2—11
LOCATION	DRYBROOK, FOREST OF DEAN
NUMBER ON ROLL - SCHOOL	124 (PAN 140)
NUMBER ON ROLL - NURSERY	27
DATE ACADEMY ESTABLISHED	1st APRIL 2020
DATE JOINED TRUST	1st APRIL 2020
NUMBER OF TEACHING STAFF	8
NUMBER OF SUPPORT STAFF	17





# JOB DESCRIPTION

**Title: SEN SUPPORT**

**Contract: FULL TIME FIXED TERM**

**Salary: TA Grade 5 [11-14] 25 hours Midday Supervisor Grade 2 (2-3) 5 hours**

## **JOB PURPOSE**

- Work with class teachers to raise learning and attainment standards.
- Promote independence, self-esteem and social inclusion.
- Give support so that the pupil can access the curriculum, take part in learning and experience a sense of achievement.
- Have a clear understanding of the detail within the child's My Plan (+) or EHCP and support the child in reaching their targets.

## **DUTIES AND RESPONSIBILITIES**

### **Teaching and learning**

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement
- Following training and support from the SENDCo/class teacher deliver intervention and learning specific to individuals.
- Promote, support and facilitate inclusion by encouraging participation in learning and extracurricular activities .
- Use effective behaviour management strategies consistently in line with the school's policy and procedures.
- Support class teachers with maintaining good order and discipline, managing behaviour effectively to ensure a good and safe learning environment.
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Observe pupil performance and pass observations on to the class teacher..
- Use computing skills to advance pupils' learning.
- Undertake any other relevant duties given by the class teacher or SENDCO.

### **Planning**

- Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role.
- Read and understand lesson plans shared prior to lessons, if available.
- Read and understand My Plans (+) or EHCPs.
- Attend morning team meetings alongside the rest of the year group team as directed by year group leads or class teachers.
- Prepare learning resources and materials for lessons

### **Working with colleagues and other relevant professionals**

- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher.
- Communicate knowledge and understanding of the child to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision.
- With the class teacher, keep other professionals accurately informed of performance and progress or concerns you may have about the pupil you work with.
- Understand their role in order to be able to work collaboratively with classroom teachers and. other colleagues, including specialist advisory teachers.
- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues

### **Disadvantaged children**

- To have a full and complete understanding of the context of the school and the challenges facing our disadvantaged children.
- To have a clear understanding of the barriers to learning of the disadvantaged child you are working with and the planned actions.
- To ensure the provision you provide for disadvantaged children is of a high quality, so that they can reach their goals and shine.

### **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision.
- Make a positive contribution to the wider life and ethos of the school

### **Health and safety**

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' well-being by following the requirements of Keeping Children Safe in Education and the safeguarding policy. Look after children who are upset or have had accidents

### **Professional development**

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness.
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school.
- Take part in the school's appraisal procedures, personal and professional conduct.
- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Respect individual differences and cultural diversity

# PERSON SPECIFICATION

The successful candidate will possess all or most of the following attributes	
<ul style="list-style-type: none"> <li>• Good level of education including C or equivalent grades in English and Maths</li> <li>• Qualified first aider</li> <li>• Practical experience or implenting and evaluating nationally recognised intervention programmes with SEND groups / individuals</li> </ul>	D D D
<b>EXPERIENCE</b>	
<ul style="list-style-type: none"> <li>• Knowledge of National Curriculum</li> <li>• Sound literacy and numeracy skills</li> <li>• Ability to make use of ICT to support pupils learning</li> <li>• Good planning and organisational skills</li> <li>• Ability to motivate and encourage pupils</li> <li>• Provide strategies for reading, spelling, number skills</li> <li>• Encourage good social skills</li> <li>• Proactive approach to supporting the teacher</li> <li>• A positive work ethic</li> <li>• Ability to keep children safe when in your care</li> <li>• A good understanding of child development and learning processes</li> </ul>	D E E E E E E E E E D
<b>PROFESSIONAL DEVELOPMENT</b>	
<ul style="list-style-type: none"> <li>• Evidence of commitment to own professional development</li> <li>• Evidence of keeping up to date with educational thinking and knowledge</li> <li>• A strong commitment to the quality of professional development of staff</li> <li>• A potential to develop leadership and management skills in the future</li> <li>• Awareness of policies relating to health and safety, equal opportunities, confidentiality and data protection</li> </ul>	E E E D E
<b>PERSONAL QUALITIES</b>	
<ul style="list-style-type: none"> <li>• Passionate about raising standards for children ensuring each pupil maximizes their potential and enjoys the process</li> <li>• Enjoys working with children and has empathy for pupils</li> <li>• Ability to develop effective working relationships</li> <li>• Attention to detail</li> <li>• Excellent written and oral communication skills</li> <li>• Flexible attitude to working</li> <li>• Ability to work in an organised and methodical way</li> <li>• A sense of humour</li> <li>• A positive role model</li> </ul>	E E E E E E E E E



### WHAT THE STAFF SAY...

*"I love working at Drybrook School, both the staff and the children welcomed me from day one and made me feel part of the team. I feel lucky to work in a school with fantastic children and such supportive staff." Vicky.*

*"After working in both secondary and primary schools across the County it has been a huge joy to be able to work with such inspirational, compassionate, kind and friendly staff. The children are second to none and it is a pleasure to be part of their learning journey and the Drybrook family." Hayley .*

## DREAM BIG, ACHIEVE TOGETHER

This aim is at the heart of all we strive to do at Drybrook and we believe it makes the school a special place to study in, work at and be a part of.

The school became part of the Forest of Dean Trust in April 2020. The trust, which is unique in the area, is able to provide educational provision for 2-18 year olds.

At Drybrook we believe that it is important to value each individual within the school community and to celebrate all of their achievements. We value the gift of learning and recognise that we all have the right to succeed. We have high expectations of ourselves and others and recognise the importance of working in partnership with our community and parents/carers to make sure that children have the absolute best start in life and that they are well-prepared for their next stage of education.

At Drybrook we embrace our location in the Forest of Dean but also challenge our children to thrive in modern Britain where they can create change. We believe that we equip pupils for life in modern Britain and for an ever-changing world. We also believe that we will help maintain loyalty to this wonderful part of the world and an ability to use the heritage and culture from the Forest of Dean in whatever pupils go on to do.

Even though we know that working with children is the best job in the world, we completely understand the toll it can take on us. As a trust, we value looking after our teams and we provide innovative ways to show our appreciation.

We believe it is only right that we balance the challenges that we set, with an understanding that getting the best out of someone means valuing them and nurturing them. Yes, we are on a rapid school improvement journey, but we know that a passionate, supported and well-directed team will go on to achieve great things.

As a trust we provide:

- ?? Competitive salary and clarity in the performance management process.
- ?? The opportunity to take on short or long term roles within the trust that help us in our journey.
- ?? Comprehensive new staff induction.
- ?? Full support for CPD and a career mapping tool to facilitate this.
- ?? Free use of the onsite Gym at Dene Magna.
- ?? A 'Secret Buddy' system to allow us to keep an eye on one another and appreciate the things we do that others might miss.
- ?? A Duvet Day for staff who have been with us for more than one term.
- ?? A termly prize draw for staff.

The successful candidate will be encouraged to add to these things so that we can support you in your pursuit of excellence for yourself, the school and the community.



# THE FOREST OF DEAN TRUST

## How has the school changed since joining the trust?

Work has been done on the site (over 70k spent on the school buildings).

Drybrook School has been enhanced by the following changes:

- Interactive teaching boards for classrooms plus 4 Promethean Activpanel 75".
- Creation of intervention learning space.
- New bespoke Drybrook curriculum
- Redecoration of classrooms.
- New classroom furniture.
- New PE cupboard.
- Read, Write Inc phonics scheme
- Investment in library providing books for all ages and abilities.
- Wall wipe boards in 4 classrooms.
- Redecoration of the Hall.
- Replacement of corridor carpets with vinyl.
- Redecoration of the corridors and general walk areas.
- Perimeter fencing
- CCTV
- Plasma TV has been relocated to reception and general corridor areas from classroom.
- External storage for equipment and rationalising sports equipment.



## HOW DO I APPLY?

The next step for you in joining us on this exciting journey is to complete the application form and send this along with a detailed covering letter explaining why your skills and experience would make you the perfect candidate for this post.

If you have any questions prior to you submitting your application please contact us at [admin@drybrookschoo.co.uk](mailto:admin@drybrookschoo.co.uk) or the school office on 01594 542448.

Visits to the school are encouraged and can be arranged by contacting us as above.

**Deadline for applications: Friday 5th April 2024**

**Interview Date: the week commencing 8th April 2024**



Drybrook School and the Forest of Dean Trust are committed to safeguarding and promoting the welfare of children and young people and would expect all staff to share this commitment. The school believes in equal opportunities and encourages all staff and children to be treated similarly, unhampered by artificial barriers or prejudices or preferences.

As a trust we are committed to safety awareness and we undertake the following procedures:

We have DSL's trained to an enhanced level. All staff will require an enhanced DBS check, section 128 check and the prohibition register will be checked. We also have staff trained in Safer Recruitment.

Our Child Protection Policy can be found on our website under policies.



## ALL THROUGH JOURNEY

Being part of the Forest of Dean Trust means children have not only excellent provision for their early years but also a seamless transition to secondary school at Dene Magna School and further education at Dene Magna Sixth Form.

## TRAVELLING TIMES TO GET TO US (approximate).



## DRYBROOK PRIMARY

Drybrook Road  
Drybrook  
Gloucestershire GL17 9JF  
Tel: 01594 542448  
Email: [vacancies@drybrookschooll.co.uk](mailto:vacancies@drybrookschooll.co.uk)

[www.drybrookschooll.co.uk](http://www.drybrookschooll.co.uk)