



Information Pack

Graduate Teaching Assistant
(Primary and Secondary)

Dear applicant,

Thank you for your interest in a role at Reach Academy Feltham. I hope you find this Information pack a useful introduction to our [outstanding](#) school.

Reach Academy Feltham (RAF) is a small new all-through school (Nursery to Year 13) in the London Borough of Hounslow, a short train ride from Clapham Junction (20 mins) and London Waterloo (30 mins).

We believe all young people are capable of greatness and our mission is for our pupils to leave RAF with the ability to lead lives of choice and opportunity.

The school was founded in 2011 by a group of teachers with this mission and opened in September 2012 with two Reception classes and our first cohort of Year 7 pupils. In September 2014 we moved to a brand new purpose-built building and welcomed our first nursery students. Will be at full capacity in 2018 with approximately 800 pupils—until this time we have a lot to more to learn and do in our pursuit of excellence.

Central to Reach Academy's values is establishing an academy of outstanding teachers who are committed, skilled and passionate about their work and have an absolute belief that all children can and will achieve.

We are deeply committed to developing a new generation of exceptional teachers and have a number of leaders in our school who trained at Reach, as well as former graduate teaching assistants who have gone on to do PGCEs, Teach First and Schools Direct courses across the country. We look forward to working with you to help you become an excellent teacher.

We are accepting applications for this role [on a rolling basis, so apply now.](#)

For further information about the academy, please visit our [website](#). If you have any queries or to discuss the role please contact Principal Ed Vanker on 07445 408 477 / recruitment@reachacademy.org.uk .

We wish you the best with your application and look forward to meeting you.

Yours sincerely,

Ed Vanker, Principal, Reach Academy Feltham



Work at Reach Academy

- Serve a high-need community
- Receive exceptional international CPD
- Be paid above inner London main-scale
- Receive up to £3000 performance-related bonus
- Various benefits: pension, season ticket loans, cycle to work, child-care vouchers, lunch and weekly well-being activities.
- Excellent London transport links
- Receive term-time holiday
- Work hard alongside committed colleagues
- Enjoy excellent scope for career progression
- Be part of a supportive team with a dedicated coach
- Have a voice within the school
- Work in a new purpose-built building with modern teaching and learning facilities
- Small school—60 pupils in each year.
- Flexible working opportunities

Excited? We are...

JOB DESCRIPTION

Graduate Teaching Assistant (Primary and Secondary)

Reports to:	Academy Leadership Team
Start date:	September 2016 (with potential for earlier start)
Salary:	Reach unqualified scale (above inner London weighting)
Contract type:	Full-time
Contract term:	Permanent

The Role

We are seeking exceptional graduates to join the school (in both Primary and Secondary—candidates can express a preference or submit an open application). The successful candidate will support our pupils to make excellent progress, as well as promoting pupil welfare and leading extra-curricular activities.

Candidates will be interested in training to teach and there will be opportunities to train at Reach on the prestigious Ark Schools' Direct programme.

Key responsibilities

- ⇒ Support identified pupils to make progress through in class and out of class support;
- ⇒ Plan differentiated support for prioritised pupils;
- ⇒ Support the pastoral care of pupils, particularly those that are vulnerable;
- ⇒ Collaborate closely with parents to ensure that they are aware of their children's progress, engaged in their development and supporting them in their vision for the future;
- ⇒ Work with teachers to create a purposeful learning environment;
- ⇒ Contribute to setting a vision and targets for pupil success;
- ⇒ Track progress of identified pupils and deliver interventions where appropriate;
- ⇒ Align and uphold the Academy vision, standards of behavior, discipline and exclusion policy;
- ⇒ Deal effectively and sensitively with child protection issues.

Other

- ⇒ Undertake other various responsibilities as directed by the Academy Leadership Team; and
- ⇒ Undertake the main professional duties of a teacher as set out in the Reach Academy pay and conditions of service document.

PERSON SPECIFICATION

Qualifications

- ⇒ Qualified to degree level and above;
- ⇒ Qualified to work in the UK.

Experience (ideal but not essential)

- ⇒ Experience of working with young people;

We are looking for evidence of these skills and attributes and / or clear, demonstrable capacity to develop them.

Alignment with Reach Academy's vision

- ⇒ Drive to do whatever it takes to ensure all students succeed; and
- ⇒ The courage and conviction to make a difference.

Communication skills

- ⇒ The ability to listen and communicate effectively; and
- ⇒ Empathy and the ability to understand the needs, aspirations and motivation of diverse individuals; and

Innovation

- ⇒ A willingness to learn from mistakes;
- ⇒ Ability to give and receive honest feedback; and
- ⇒ Constant deep reflection which leads to personal growth.

Problem solving

- ⇒ Develop plans with innovative and effective solutions; and
- ⇒ Evaluate results and identify necessary actions independently and in groups.

Resilience

- ⇒ Sustain energy, optimism and motivation in the face of pressure and setbacks;
- ⇒ Support a team and be aware of others' resilience in different situations; and
- ⇒ Be adaptable in the face of adversity.

Results and learning orientation

- ⇒ Awareness of own strengths and limits; and
- ⇒ Resourcefulness, flexibility and focus on delivering outcomes.

Leadership

- ⇒ Ability to train less experienced staff and ability to inspire others; and
- ⇒ Willingness to devolve leadership and evidence of ability to plan strategically.

Teaching and Learning

- ⇒ Excellent track record as a classroom teacher;
- ⇒ Deep understanding of the ways in which children acquire and retain knowledge and skills; and
- ⇒ Flexibility around subject specific teaching;

Other

- ⇒ This post is subject to an enhanced Criminal Records Bureau disclosure.



Safer recruitment process

Reach Academy is committed to safeguarding and promoting the welfare of children and young people.

In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

Disclosure This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (CRB). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred. **Short listing** Short listing will occur after 4th February 2016 with interviews taking place in the following 2 week period. **Interview** Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process. **Reference checking** References from the previous and current employers will be taken up for shortlisted candidates, possibly before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided. **Probation** All new staff will be subject to a probation period (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils. **Equal Opportunities** Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all.

If you require assistance in reading this information or in completing the application form, please contact recruitment@reachacademy.org.uk.



“Pupils receive an outstanding education at Reach Academy Feltham. This includes their personal and social development as well as their academic achievement.”

“The leadership team have secured a harmonious environment in which pupils learn and thrive.”

“The academy has a calm and purposeful environment combined with a sense of excitement generated by pupils enjoying their learning.”

Ofsted, 2014





4-court Sports Hall and rooftop AstroTurf

Art studio and music spaces

High quality science labs

Age-specific phases

Brand new purpose-built facilities

6th form roof terrace

Spacious classrooms with integrated technology

Communal heart spaces including Farm & Garden

Drama and dance studio

