



Globe
Academy

Primary Teaching Assistant

Information Pack
February 2012



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Dear applicant,

Thank you for taking the time to find out more about Globe Academy in Southwark and the possibility of working here. Included in this information pack is information about the academy, ARK Schools (who sponsor the academy) and the role of part-time Teaching Assistant.

Globe Academy opened in September 2008 as a new all-through academy for students from 3 to 18 years of age. The academy specialises in maths and performing arts. This is an exciting stage of the academy's development: alongside the new buildings, the KS1 and KS2 SATs results have been very encouraging. In KS2 93% of pupils achieved Level 4 + in both subjects, which is an increase of twenty percentage points in maths and ten percentage points in English from 2010. Additionally, the KS1 SATs results are above national average.

The Teaching Assistant will work within the academy Nursery and support individuals and groups of pupils to help them learn. They will also support teachers, parents and other colleagues to help create an effective, safe and purposeful learning environment.

This is a unique opportunity to join a community of staff, striving to create an outstanding comprehensive school. The successful candidate will have the relevant skills and expertise, a high attention to detail and organisational skills and be able to follow instructions, make good judgments and lead when required.

To apply, please complete the application form at <https://application.arkschools.net/?r=LwVVy2kv> by **9am on Wednesday 8th February**. If you have any queries please contact Holly Harris on **0203 116 0894** or holly.harris@arkonline.org.

I wish you the best with your application.

Yours sincerely,

Sandra White

Sandra White
Primary Headteacher

Academy Structure

Globe Academy is divided into four small schools. Each small school has a Headteacher, staff and entrances, learning areas and play spaces. This ensures that personal relationships between pupils and staff develop quickly, and that a culture of excellent behaviour and shared social norms is easier to maintain. While each small school is relatively self contained, all pupils also benefit from the state of the art facilities and resources of the academy as a whole.



Curriculum

Globe offers an exciting and challenging curriculum which meets the needs of all students. Students work longer hours than typical secondary school students and both primary and secondary departments benefit from an extended curriculum after the end of the normal school day. The curriculum is designed to allow additional time to be spent on the areas of English and Mathematics.

This allows students to quickly acquire the high levels of literacy and numeracy needed to take on a broader range of subjects with confidence. While it is important to put depth of the curriculum before breadth, the academy also emphasises the wider skills of citizenship and personal, social and health education.

All students benefit from specialist and dedicated staff who ensure that lessons are designed to meet individual student needs, supported by the best information technology, teaching and learning resources.

Assessment

As part of the academy's commitment to personalising learning, teachers assess the academic potential of all the students. Globe Academy places great importance of assessing students accurately, allowing them to be placed into appropriate groups and carefully monitor their progress.

Formal assessments take place at the end of each half term and parents are informed on a regular basis of their child's progress. The academy aims to ensure that all students, teachers and parents know exactly what steps need to be taken in order to move each child to the next level of success.

Specialist Subject Areas

Globe Academy is delighted to have specialist status in both mathematics and performing arts. Both curriculum areas are vitally important and the academy aims to maximise their potential for the benefit of all pupils. The performing arts strand will have a particular focus on music. Globe aims to be leaders both locally and nationally in these fields and has extensive links with external partners in the field of performing arts.

Behaviour and Academy Ethos

A culture of good behaviour at Globe is essential. The academy is an ordered environment where students are well mannered and respect each other and their learning community. The academy establishes a culture of high expectations and achievement, based on a consistency of approach and underpinned by hard work and endeavour.

Buildings

The brand new buildings for Globe Academy have been designed by Future Systems Architects. They ensure an environment which is perfectly adapted for learning, boasting state of the art facilities for the benefit of our pupils.

These include:

- A new full-size sports hall
- A specialist performing arts space
- Science labs, technology facilities and music, dance and drama halls in each small school



ARK Schools runs a network of eleven academies in London, Portsmouth and Birmingham. ARK Schools was created in 2004 to work with the Department for Education and local authorities to create new schools offering exceptional opportunities to children in inner cities through the academies programme.

Our aim is to help close the achievement gap between children from disadvantaged and more affluent backgrounds. Our academies focus on raising attainment so that every pupil has a real choice of going on to higher education when they complete school. Our schools are non-selective, community schools for local children. They are non-denominational other than where they replace a school that previously had a religious affiliation. ARK's academies are generally situated in deprived urban areas – just under half of pupils at ARK secondary schools are on free school meals, compared to around 15% nationally.

The ARK Schools Network

ACADEMY	BOROUGH	OPENED	AGE	OFSTED	
				Predecessor school	Section 5 inspection
Burlington Danes	Hammersmith	2006	11-18	Special measures	Good
King Solomon	Westminster	2007	3-18	New school N/A	Outstanding
Walworth	Southwark	2007	11-18	Satisfactory	Good (with outstanding capacity to improve)
Globe	Southwark	2008	3-18	Special measures	Good (with outstanding capacity to improve)
Evelyn Grace	Lambeth	2008	11-18	New school N/A	Satisfactory
Ark	Brent	2008	3-18	New school N/A	Outstanding
Charter	Portsmouth	2009	11-18	Notice to improve	Good (monitoring visit)
St Alban's	Birmingham	2009	11-18	Good	Outstanding
ARK Atwood Primary	Westminster	2011	3 – 11	New school N/A	Pending
ARK Conway Primary	Hammersmith	2011	3 – 11	New school N/A	Pending
ARK Oval Primary	Croydon	2011	3 – 11	Special Measures	Pending

New schools: ARK is working with a number of governing bodies on proposals to open new primary academies in and outside London. We expect to open four secondary schools in 2012: Isaac Newton Academy in Redbridge and Bolingbroke Academy in Wandsworth, London, are new schools and Kings Norton High School in Birmingham and Elliott School in Wandsworth, both intend to convert to being ARK sponsored academies.

Our vision is to create a group of outstanding schools that radically improve our pupils' life chances. We want every pupil at an ARK academy to do well enough by the age of 18 to go to university or pursue the career of their choice. To achieve this we prioritise six key principles across our schools:

1. HIGH EXPECTATIONS

We set exceptionally high expectations for all our pupils which we reinforce constantly as they go through school. We believe every child can realise their potential with the right teaching and support.

2. EXEMPLARY BEHAVIOUR

Our schools are characterised by a respectful and orderly environment, where teachers can focus on teaching and pupils on learning.

All our schools aim for uninterrupted teaching and learning to make exceptional achievement possible. We don't accept excuses and we don't make any either.

3. EXCELLENT TEACHING

Nothing is more important than excellent teaching, underpinned by high quality professional development. We make intelligent and appropriate use of data to improve teaching and the curriculum and to ensure that no child is left behind. We draw on evidence and experience of the best ways to achieve excellent outcomes for all children.

4. MORE TIME FOR LEARNING

Our longer school day provides more time to embed core subjects and to extend the curriculum through enrichment. Our curriculum is planned to provide pathways from any level at entry to high achievement at exit.

5. DEPTH BEFORE BREADTH

A strong command of English and mathematics is a vital foundation for the whole curriculum. We prioritise depth before breadth, so that all pupils secure firm foundations in these core subjects as early as possible.

6. SMALL SCHOOLS

ARK academies are organised as small schools so that every pupil knows and is known well by every teacher within their small school. Positive relationships between pupils reinforce a culture of excellent behaviour and commitment to learning.

Primary results

- At King Solomon, Ark and Globe Academies key stage one pupils achieved results well above local and national averages in every subject in 2011. Despite starting from relatively low baselines, an average of 68% of pupils reached level 2a across their subjects, compared with 43% of pupils in primary schools nationally.
- In Globe Academy 93% of pupils achieved Level 4+ in English and maths - 10% above the national average.
- King Solomon Academy and Ark Academy are both rated as 'outstanding' by Ofsted.

Secondary results

- ARK Schools has secured a fifth year of improved GCSE performances across its academies. ARK's five academies with GCSE results achieved an average rise of 11 percentage points over last year.
- Since each school opened as an ARK academy the average annual increase in pupils achieving five GCSEs at A*-C including English and mathematics is also 11 percentage points.
- ARK academies are now outperforming national attainment in the key subjects of English and mathematics. In mathematics, 73% of ARK pupils achieve A*-Cs compared with 59% of pupils nationally. In English 69% of all ARK pupils now achieve A*-C grades, compared with 65% nationally.
- Overall 61% of our pupils achieved five good GCSEs with English and maths, ahead of the national level of attainment (58%, 2011).

% pupils passing 5 GCSEs A* - C (including English and Maths)	Opened	2009	2010	2011	Percentage point increase 2010 - 2011	Average annual percentage point increase since opening as ARK academy
Burlington Danes	2006	50	67	75	8	9
Walworth	2007	45	59	70	11	11
Globe	2008	35	42	45	3	6
St Alban's	2009	31*	50	67	17	19
Charter	2009	21*	24	39	15	9
Average across ARK Schools					11	11

**Denotes result for predecessor school*

Sixth form results

- More than two thirds of ARK's first Sixth Form cohort, at Burlington Danes Academy, secured places at their first choice university. Students are going to leading institutions including Warwick, Bristol and King's College London.

We are committed to recruiting, developing and supporting excellent staff within the network. Alongside our continued focus on professional development through the Summit, Hub Days and the Training Menu we also offer a variety of other benefits. These benefits have been chosen to help our employees develop professionally, plan their finances and look after their wellbeing.

MA bursary - ARK Schools offers teaching staff the opportunity to further their knowledge and understanding of education through a subsidised part-time MA at King's The MA bursary covers the majority of the circa £4,000 course fee, with teachers expected to contribute just £1000.

ARK Rewards – ARK Schools has a saving scheme for all employees. Employees can access up to £1,000 in savings a year from over 3,000 major retailers, receive up to 40% discounts at a wide variety of gyms and sign up for a cash rewards healthcare programme.

- **Discounts** – Save up to £1,000 a year through store discount cards, or cashback with online shopping.
- **GymFlex** – Save up to 40% at your local gym.
- **Healthcare** – This low cost plan gives you money back towards the cost of your optical bills, dental costs and consultations.

Interest Free Loans – ARK Schools offers employees up to £5,000 in interest free loans for season ticket or bicycle purchases.

Childcare Vouchers – All employees are eligible for tax free childcare vouchers as part of a salary sacrifice scheme.

International development opportunities – In spring 2011 the mathematics leads from across the network visited Singapore in order to examine and share best practice. There have also been on several other trips this year – the staff from King Solomon Academy visited the best charter schools in New York and the primary leaders from across the network also visited various charter schools in New Orleans.

Suggest a Candidate Scheme – ARK Schools rewards employees for nominating candidates who are successful in being offered (and accepting) a role in an ARK School.

Job Description: Teaching Assistant

Reports to: Head Teacher
Start date: 1st March 2012 – 1 year fixed term contract
Salary: CIRCA £19,000 pro rata per annum
Hours: 14 hours per week (Thursday & Friday, term time only)

The Role

To support pupils, parents, teachers, and the school to establish a supportive and nurturing learning environment in which children make good academic progress

Key responsibilities

- Support individuals and groups of pupils to help them learn
- Support teachers, parents and other colleagues to help create an effective, safe and purposeful learning environment

Outcomes and activities

Learning Support

- Promote inclusion and acceptance of all pupils in the school, including those with physical, learning and behaviour difficulties
- Work with teachers to assess the needs of individual children
- Work with the SENCO and other teachers to implement Individual Education Plans and develop resources for pupils who have: English as a second language, speech or language impairments, or behaviours that interfere with learning and/or relationships
- Plan and facilitate small group teaching
- Plan and undertake direction for one to one teaching.
- Observe, record and feedback information of pupil performance
- Assist in creating materials for curriculum delivery and display boards
- Assist with whole class teaching
- Assist with behaviour management within and outside the classroom.
- Provide off-site community based opportunities for pupils, if appropriate to the job assignment
- Assist pupils' achievement outside of the classroom, e.g., computer lab, library

Other support

- Supervise pupils in playgrounds, lunchrooms, etc.
- Assist with follow-through for related services, e.g., speech/language therapy, occupational therapy, physical therapy
- Maintain pupil and family confidentiality
- Attend regular meetings and training, as required
- Maintain stock supplies and distribute as required

Other

- Undertake other various responsibilities as directed by the SENCO or Principal
- Undertake the main professional duties of a TA as set out in the ARK Schools pay and conditions of service document

Qualification Criteria

- Certified teaching assistant course or training
- Right to work in UK

Experience

- Experience of establishing successful learning relationships with a variety of children at the relevant age
- Experience and/or understanding of the role of a TA and in particular classroom organisation and management
- Experience of working within the EYFS with a knowledge of the foundation stage profiles

Behaviours

Personal characteristics

- Genuine passion and a belief in the potential of every pupil
- Helpful, positive, calm and caring nature
- Able to establish good working relationships with other TAs and teachers
- Able to follow instructions accurately but make good judgments and lead when required
- Motivation to continually improve standards and achieve excellence

Specific skills

- Good written and oral communication skills
- Good numeracy and literacy skills
- Competent with computers and other technology
- Good administrative and organisational skills
- Able to understand and implement particular strategies and methods to help pupils to improve their learning and enjoyment of learning
- Able to help implement the necessary routines and patterns to establish good behaviour management within the school
- Able to deal with minor incidents, first aid, and the personal health and hygiene of the pupils
- Understands the importance of confidentiality and discretion

Other desirable training and skills

- Training and practice in Ruth Miskin's 'Read and Write Inc.'
- An interest in music and the ability to play an instrument.
- First Aid training.

Alignment with Globe Vision

- Relentless drive to do whatever it takes to ensure all students succeed
- Ability to instil and ensure high expectations
- The courage and conviction to make a difference

Other

- Commitment to the safeguarding and welfare of all pupils
- This post is subject to an enhanced Criminal Records Bureau disclosure.

ARK is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below, but can be provided in more detail if requested.

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.

Shortlisting

Only those candidates meeting the right criteria will be taken forward from application.

Interview

1. Longlisted candidates will be subject to a screening interview at ARK. Those shortlisted will take part in an in-depth interview process including a lesson observation.
2. Candidates will be asked to address any discrepancies, anomalies or gaps in their application form.

Reference checking

References from the previous and current employer will be taken up for shortlisted candidates, and where necessary employers may be contacted to gather further information.

Probation

All new staff will be subject to a probation period of six months (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 the 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 safe guarding and relationships with pupils.