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Support Assistant  
Recruitment  
May 2022

# Benton Park Primary School





Dear Applicant

Thank you for your interest in our support assistant vacancy.

Benton Park is a larger than average primary school, located on the edge of Heaton, Newcastle upon Tyne; one of seven schools brought together as a foundation trust: the Ouseburn Learning Trust. With over 450 pupils on role, from a diverse range of backgrounds, with a wide range of needs – including specialist provision for deaf children within our HIARP (Deaf Resource Base) – our school is a vibrant and dynamic place to work. We pride ourselves on our inclusive ethos, ambitious curriculum and high expectations for all pupils. Like all my colleagues, I am very proud to work at Benton Park Primary School; we are a highly dedicated and supportive staff team, that prides itself in offering the very best to our local community.

We are now looking to recruit a dynamic, skilful and knowledgeable individual to join our team as a support assistant. In addition to classroom duties, this role will provide the successful candidate with the opportunity to co-ordinate and develop our woodland area. Nestled at one end of our school site, our woodland area has a range of trees, clearings, wildflowers and a small pond; a 'wild' feel for children to learn in and explore.

A qualified and experienced Level 3 support assistant (or with equivalent qualification and experience) you will have recent experience of leading / co-ordinating outdoor learning – you may for example, hold or be working towards a forest school qualification.

We hope you are interested to find out more about joining our thriving school.

# hello & welcome

Dominic Martin  
Headteacher





# school ethos & values

| try hard, be kind, attain high

You can read more about our school, including our most recent Ofsted and school performance data, as well as our famous blogs and videos via our school website:

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



## support assistant: the role with forest school specialism

Salary: Level 3, Grade N4: £19,650 - £20,852 per annum, pro rata. Actual salary: £13,622 - £14,456 per annum. 30 hours per week. Plus 5 training days.

Judged as Outstanding by Ofsted in 2015, we continue to work hard together as a staff team to improve results and ensure our pupils are well prepared for the next stage of their lives.

We are looking to recruit a Support Assistant who:

- holds a support assistant qualification at Level 3 or equivalent
- has recent experience of leading learning in a woodland / forest environment
- can contribute to the development of enabling a woodland environment to support learning and play
- can work effectively with others; directing them, where appropriate, within the woodland training environment
- can adapt provision to suit the needs of SEND pupils
- can take direction from experienced colleagues, while at the same time take initiative and work independently
- can work flexibly – switching between class-based support, small group and 1:1 support where necessary

In return we can offer you:

- the chance to work in an inclusive school with happy, well behaved children who enjoy learning
- opportunities for ongoing professional learning and development
- mentorship and coaching, under the direction of our highly experienced SEND & Pastoral teams
- the support of our dedicated staff team and governors
- established positive relationships with parents and the local community





# support assistant: person specification

## Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Application	Essential
1	Experience of working with children in outdoor learning environments
2	Experience of working with children in 1:1, small group and classroom contexts
3	Experience of planning, preparing (including risk assessment) and delivering outdoor learning education
4	Experience of organising learning environments and their impact upon pupil learning / well-being
5	Knowledge of national curricula used across early years and primary education – specifically how these might typically link to outdoor learning
6	Level 3 Support Assistant qualification (or equivalent level)

Application	Desirable
7	Experience of working in Early Years and KS1 settings
8	Outdoor learning qualifications - eg. Forest School Qualifications
9	First Aid Training

## Part B: Assessment Stage

The following criteria will be further explored at the assessment stage:

Assessment	Essential
1	Able to empathise with the needs of children and in particular able to establish positive relationships with pupils and support emotional wellbeing.
2	Able to consistently and effectively implement agreed behaviour management strategies.
3	Able to plan and implement learning activities that engage and stimulate pupil learning.
4	Able to work within and apply all relevant school policies and schemes of work.
5	Able to supervise and direct groups of pupils in a learning environment.
6	Able to carry out and report on systematic observations of pupils' knowledge, understanding and skills.
7	Able to work effectively as part of a team.
8	Committed to achieving further professional development.
9	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: motivation to work with children and young people; ability to form and maintain appropriate relationships and personal boundaries with children and young people; emotional resilience in working with challenging behaviours; attitude to use of authority and maintaining discipline; able to work in partnership with other agencies.
10	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.



# application timeline

Interested in applying?

A completed application form and safe recruitment form must be submitted by e-mail to [office@bentonparkprimary.co.uk](mailto:office@bentonparkprimary.co.uk) no later than 3pm on Monday 6<sup>th</sup> June

Shortlisting: Tuesday 7<sup>th</sup> June based on the criteria in Part A of the person specification

Selection process: Monday 13<sup>th</sup> June

We are committed to safeguarding and promoting the welfare of all children and expect all staff and volunteers to share this commitment. The appointment of the successful candidate will depend upon a satisfactory enhanced criminal records check from the Disclosure and Barring Service and other recruitment and vetting checks.

