



WINDERMERE SCHOOL

FOUNDED 1863

CANDIDATE INFORMATION

Teaching Assistant (Junior School)



ABOUT WINDERMERE SCHOOL

Windermere School is nestled on a hillside within 45 acres of the National Park landscape that has been the inspiration for world-famous artists, poets, and authors, a sanctuary and the antidote to congested city life, a fascination to scientists, a home for adventurers as well as part of the masterpiece of human creative genius that affords us World Heritage status. It is a daily inspiration to every one of us fortunate enough to call it our school.

If you are looking for somewhere which is determined, friendly, adventurous and hard working; which has a strong sense of community and a clear drive; which seeks an ambitious future through its actions today; and most importantly a place with the pupils at its heart, then you may just be looking in the right place.

But that is only the start of the experience, our progressive boarding approach and dynamic curriculum rooted firmly in the shared values of the International Baccalaureate and Round Square combine for a unique and powerful offer.

This is a confident, kind, compassionate place to live and work. It is a busy, thriving community, with an excellent, committed and skilled staff, both teaching and support.

“Windermere School represents a unique blend; the majesty of the landscape alongside a dynamic and progressive curriculum that delivers a synergy of place and concepts necessary for truly holistic education. I aim to shape a dynamic forward-thinking school that will be renowned for providing the deep thinkers, leaders and innovators needed for the future.”

- Mr Thomas Hill, Headmaster



LOCATION

Air

Windermere is just a 90 minute drive from Manchester and Liverpool international airports. Transfers to/from these airports are included on the designated course arrival and departure dates. Transfers to/from other airports can be arranged at an additional cost.

Rail

The school is a five minute taxi ride from Windermere railway station. High speed rail services connect London Euston to Oxenholme (Lake District) in under 3 hours. From Oxenholme (Lake District) there are connections to Windermere station which take approximately 20 minutes. A transfer service can be arranged from Windermere or Oxenholme (Lake District) railway stations with prior arrangement.

Road

The school is easily accessible by road. From the M6, leave the motorway at Junction 36 and join the A590 towards Kendal which becomes the A591 just before Kendal. Continue on to the A591 into Windermere. Turn right at the mini-roundabout on to the A592 towards Penrith and Windermere School (Senior Campus) is located about a mile along this road on the right-hand side. The town of Windermere is approximately a mile from the School's Senior campus.



SUMMARY OF THE ROLE

Job Title

Teaching Assistant

Reporting Line

Accountable to the Head of Elleray.

Hours

10.30am-5.30pm (term time plus INSET). There will be some Supply Cover work, which will be paid at a higher rate.

Salary

TA rate: £11.35 per hour. Actual salary: £14,787

Closing date

Monday 6 June 2022

Interviews will be held on Tuesday 14 June 2022

We are seeking a Level 3, HLTA or QTS Teaching Assistant and Occasional Supply Cover for our Junior Campus, Elleray.



JOB DESCRIPTION

- Support the ethos, mission, motto and aims of the School.
- Have knowledge of the Framework for Early Years (statutory and non-statutory guidance) and Key Stage 1 or Key Stage 2 as appropriate.
- Share the corporate responsibility for the well-being and the discipline of all pupils.
- Ensure effective, appropriate and well-mannered communication between all staff, being aware that discretion should play an equally important part on occasion.
- Support the class teacher in helping ensure excellent learning outcomes for pupils both inside and outside the classroom.
- Act as a key support worker for groups of children if necessary and assist in carrying out observations and record-keeping as required. This includes EYFS profiles and the support of report writing, as required.
- Assist in preparation of teaching materials and contribute to the planning of children's activities.
- Be required to assist with different age groups and classes if required and when staffing levels and the needs of the school dictate, including cover requirements.
- Assist with break duties and outdoor curriculum supervision as dictated by the age and required ratios of children.
- Attend assemblies when necessary.
- Attend to children's toileting needs as required. This may include nappy changing.
- Assist with the After-School Activity Programme; After School Care or Prep Club as required.
- Attend staff meetings as required.
- Be willing to help with school routines, work or activities, should the Head of Elleray request this.
- Attend to cleaning routines, if necessary.
- Be available at the request of the Head of Elleray and Head of Windermere School, to attend Open Days and other Windermere School commitments when deemed necessary.
- Attend all INSET provision, for which at least two months' notice will normally be given, unless absence is authorised in advance by the Head. There is normally a maximum of six INSET days per year.
- Assist with the recruitment and retention of students in conjunction with the Marketing and Admissions Department.
- Use available opportunities to undertake further training and improve qualifications.
- If you are ill or unable to attend work for any reason you are expected to contact the school as early as possible.
- There is Staff handbook with which all staff should be conversant.

SUPPLY TEACHING COVER

- To be responsible for the planning as necessary and the delivery of teaching to pupils in the EYFS, KS1 and KS2 as required by the Deputy Head of Elleray or the Head of Elleray.
- To work under the guidance of the relevant line manager or class teacher.

- To lead the classroom in behaviour management and be a positive role model.
- To set, mark and return prep and other academic assignments, in accordance with the school requirements.
- To be punctual for all lessons and commitments and expect the same from pupils

SAFEGUARDING RESPONSIBILITIES

The post-holder's responsibility for promoting and safeguarding the welfare of children and young people for whom they are responsible, or with whom they come into contact, will be to adhere to and ensure compliance with the School's Safeguarding Policy at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School they must report any concerns to the School's Designated Safeguarding Lead.

Windermere School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The postholder will be required to undergo an Enhanced DBS check.



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