

**TEACHING ASSISTANT/PERSONAL CARER  
FULL-TIME, TERM TIME  
REQUIRED FOR SEPTEMBER 2022**

**HALL GREEN SCHOOL (AN ACADEMY)  
SOUTHAM ROAD  
HALL GREEN  
BIRMINGHAM  
B28 OAA**

**Posted:** Tuesday 3 May 2022  
**Dates:** Apply by 12.00 noon, Wednesday 18 May 2022  
**Salary:** Grade 2, Point 3-8 £18,887.00-£20,852.00 (actual £14,704.00-£16,608.00)  
**Location:** Birmingham  
**Contract Type:** Full Time, Term-time only  
**Contract Term:** Permanent  
**Organisation type:** Mainstream with Resource Base  
**Phase:** Secondary  
**Funding status:** State Converter Academy since February 2012  
**Gender:** Mixed

We are currently seeking a Teaching Assistant/ Personal Carer to join our SEND Team (The Linc Department) within the school to support our staff and provide a safe, supportive environment for our students. Please note this post is limited to female applicants. Having considered the nature and context of the work which will involve providing intimate care of female students, an occupational requirement exists in accordance with the Equality Act 2010.

Hall Green School is a very popular, heavily oversubscribed and academically successful 11-16 Converter Academy. We are a highly diverse institution, both ethnically and as a fully accessible mainstream school, attracting pupils from across the city with physical disabilities. We have wonderful students who fully contribute to the school's 'caring, nurturing and inclusive culture' described by Ofsted (2019) as 'a welcoming and inclusive school' where 'pupils are happy, and they achieve well' and the 'positive relationships between pupils and staff are a hallmark of the school'.

You will be working 32.5 hours per week, excluding a 30-minute lunch break – Monday to Friday, term-time only.

The successful candidate will be a reliable, enthusiastic and a flexible team-player who can communicate well with staff and pupils alike. The duties and responsibilities attached to this post are as follows:

- To aid pupils to learn as effectively as possible both in group situations and on his/her own by, for example:
  - Clarifying and explaining instructions
  - Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
  - Assisting in weaker areas as appropriate e.g. speech and language, behaviour, reading, spelling, numeracy, handwriting/presentation etc.
  - Consistently and effectively implementing agreed behaviour management strategies

- Meeting pupils' physical needs while encouraging independence e.g. help pupils to change for PE lessons or swimming, help with mobility around the school, clean and reassure pupils after accidental soiling of clothes
- Meeting pupils' personal and intimate care needs: e.g. support the day-to-day toileting needs of male pupils, manual handling of pupils, changing and disposing of incontinence pads, inserting and removal of catheters, intimate cleaning following toileting, and changing soiled clothing and to administer medication when required.
- To establish supportive relationships with the pupil(s) concerned.
- To promote the acceptance and inclusion of the pupil(s) with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner.
- Monitor the pupils' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- To support the pupil(s) in:
  - developing social skills
  - use of ICT in learning activities
- To support non-teaching time supervision e.g. duty times.

Most importantly, we are looking for a candidate who shares the school's approach and commitment to the success and wellbeing of its young people. You are warmly invited to speak to the Senior Leader responsible for Inclusion and to make an appointment to visit the school in action.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak and write fluently in English is an essential requirement for this role.

Hall Green School is committed to safeguarding and promoting the welfare of its pupils and expects all those working at the School to share this commitment. The successful applicant will be subject to the following checks: enhanced DBS, Childcare Disqualification (where applicable), a prohibition from teaching (where applicable), qualifications (where applicable), medical fitness, identity and right to work. All applicants will also be required to provide two suitable references.

The closing date for applications is 12.00 noon on Wednesday 18 May 2022.

For further details and an application pack please see the school website [www.hallgreen.bham.sch.uk](http://www.hallgreen.bham.sch.uk) or email [recruitment@hallgreen.bham.sch.uk](mailto:recruitment@hallgreen.bham.sch.uk).

Please note that all applicants must complete the school's application form only. Any other form of application or CVs alone will not be accepted.