



THE WELLS ACADEMY

Integrity Resilience Ambition

Welcome from the Principal

I feel incredibly privileged to be the Principal of The Wells Academy.

Education has the power to transform lives and it is our mission at Wells to provide our students with an education that allows them to live a life of meaning and purpose. By the end of Year 11, we want each of our students to be equipped with the knowledge, character and qualifications required to make a positive and lasting contribution to their family, community and the world.

At Wells, we strive for excellence and believe all children are entitled to an exceptional quality of education that is built upon a culture of high expectations, an ambitious and inclusive knowledge-rich curriculum and teachers that are inspirational subject experts. We are confident that this approach will empower our students to reach their full potential.

What makes Wells truly brilliant is our talented and dedicated staff and we are always keen to find people that are aligned to our mission. We extend an open invitation to colleagues wishing to visit us during the day to witness our academy 'in action' and are more than happy to meet with and talk to prospective candidates.

Thank you for taking an interest in our academy. We look forward to hearing from you.



George Coles
Principal, The Wells Academy



Who we are

Why do we exist?

We exist to provide our students with an education that allows them to live a life of meaning and purpose. By the end of Year 11, we want each of our students to be equipped with the knowledge, character and qualifications required to make a positive and lasting contribution to their family, community and the world.

What do we do?

We teach students a knowledge rich curriculum and support them to gain the very best qualifications.

How will we succeed?

1. Uphold a culture of high expectations
2. Develop an ambitious and inclusive knowledge-rich curriculum
3. Raise standards of expert, evidence-informed teaching

How do we behave?



Integrity

We are honest and do the right thing, even when no one is watching. We are always kind and courteous in our words and actions. We are courageous and stand up for what is right.



Resilience

We work hard and are self disciplined. We persevere when things get difficult. We embrace challenges as an opportunity to grow.



Ambition

We hold high expectations of ourselves. We resist making excuses. We form positive habits to achieve greatness.



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Personal Care Assistant/Learning Mentor

The Wells Academy is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

Job details

Salary: GAT 4 (£23,500 - £23,893)

Hours: 32 hours, per week

Contract type: 1-year fixed term

Reporting to: Assistant Principal: SENCO

Main purpose

The Personal Care Assistant will assist students with their day-to-day personal care needs (outlined within their care plan) and work alongside other staff to further students' personal independence skills and academic progress.

Duties and responsibilities

- Working as part of a team in the development of personal care programmes for students
- Assisting students in implementing their own personal care programmes at home and during the academy day, specifically in relation to practical support for:
 - personal hygiene – including toileting and changing
 - toileting and continence training
 - eating and drinking
- Provide practical assistance in relation to other identified physical needs e.g. transportation, dressing, grooming, meal times, organisation of learning equipment
- Keeping records related to personal care in conjunction with the appropriate teacher/teaching assistant/SENCO/Inclusion Officer
- Maintenance and cleaning of personal care equipment and materials, clothing etc.
- Maintenance of toiletry supplies
- Provide personal assistance to identified student(s) in physical/practical activities e.g. physical education, Food Technology, school visits, therapeutic treatments organised by the academy etc.
- Participate in staff meetings, in-service training and courses
- Work in co-operation with other keyworkers involved in supporting the student's educational and health care needs under the guidance of the, SENCO, learning assistants and Inclusion Officer.
- To carry out First Aid duties as and when required
- Work within the framework of the academy's agreed policies and procedures
- Undertake any other duties within the scope of the role
- Manage the behaviour of students to ensure a constructive environment and the maintenance of resources by using a range of strategies to deal with classroom behaviour as a whole and also with individual behavioural needs that may arise as a result of complex medical needs

- Act as a role model, promote and reinforce self-esteem and establish productive working relationships with students
- Provide in-class support to students with EHCPs, HLN funding and general SEND
- Provide a range of strategies to help students achieve their full potential by further developing their skills and meeting their identified targets both inside and outside the classroom
- Maintain regular contact, where appropriate, with families of target group of students to keep them informed of the student's progress and attendance and secure positive family support and involvement in the students' education
- Support and contribute to the graduated approach and referrals to agencies
- Ensure that relevant staff are kept informed about student progress and report any issues that may arise back to the class teacher/SENCO
- Have a knowledge and appreciation of the range of activities, courses, opportunities, organisations and individuals that could be drawn upon to provide extra support for students and actively engage in any requests for support
- Assist in the identification of all signs of disengagement and contribute to specific interventions to encourage and enable full participation in learning

Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

Person specification

Qualifications and training	<ul style="list-style-type: none"> • Educated to GCSE grade C standard in English and mathematics • Further qualifications related to the role
Experience	<ul style="list-style-type: none"> • Proven track record across a range of educational settings, demonstrating a wealth of experience and knowledge in securing sustainable improvements.
Skills and knowledge	<ul style="list-style-type: none"> • Ability to build effective working relationships with staff and other stakeholders • Ability to adapt teaching to meet students' needs • Ability to build effective working relationships with students • Knowledge of guidance and requirements around safeguarding children • Good IT skills • Effective communication and interpersonal skills • Ability to communicate a vision and inspire others
Personal qualities	<ul style="list-style-type: none"> • Uphold and promote the ethos and values of the academy • Ability to work under pressure and prioritise effectively • Maintain confidentiality at all times • Commitment to safeguarding and equality