



NORTHAMPTON PRIMARY
ACADEMY TRUST PARTNERSHIP



Lead Family Support Worker





Welcome from the Chair of the Board of Trustees

We are delighted that you are interested in applying for a position at the Northampton Primary Academy Trust (NPAT).

The Northampton Primary Academy Trust Partnership was founded in August 2012 and was built on the vision of five Headteachers to bring together like-minded schools to provide quality-first teaching and learning to all children across member schools, delivered and supported by passionate personnel of the highest professional calibre. Our member schools come in many shapes and sizes, from small to large, split-site primaries and cover a diverse geographical range and socio-economic mix.

Our vision is to achieve “educational excellence; creating opportunities and enriching lives”. To achieve this, our mission is to develop a Multi-Academy Trust of highly effective and sustainable schools. NPAT schools all share a common vision and are committed to the NPAT values, whilst retaining the freedom to innovate and develop their own identity and character.

The Trust is built on the principle of synergy; that a collaboration of vibrant and successful schools can achieve collectively what a single school couldn’t achieve alone. NPAT improves our schools using teamwork and innovation through partnership working that brings together children, parents, teachers, governors and school leaders.

From the original five schools we have seen progressive growth, with eleven schools currently on board. Whilst we grow in size, the Trustees and Executive Team are keen to ensure that we retain the values and ethos upon which our Trust was originally built.

Joining our Trust will mean that you will benefit from excellent opportunities to learn and further your career, through strong collaboration and good career progression opportunities across our school network, and you will have great fun along the way.

We are on an amazing journey and we would be delighted to welcome you on board to be an integral part of it!

Thank you

Jeremy Stockdale

'Achieving Extraordinary Things'

Dear Applicant

Thank you for your interest in furthering your career at Northampton Primary Academy Trust. We aim to appoint and retain the highest calibre of staff at all levels. We work hard to ensure that our staff have every opportunity to develop as professionals throughout their career.

We are committed to developing the best working practices for our staff and ensure that staff working conditions, workload and well-being are at the heart of our thinking.

Our NPAT Staff Pledge shows our ongoing commitment to our workforce and we try to ensure that anyone working in an NPAT schools can expect:

- A fair and reasonable workload.
- High quality training and CPD opportunities that meet the needs of individual members.
- A fair pay and reward package at least equal to the national agreement for teachers, and the Local Authority pay scale for support staff.
- Support and incentive to ensure positive well-being.
- Higher priority placement in the school that you work at for the admission of staff children.

NPAT is committed to providing the most innovative, creative and inclusive education possible. We pride ourselves on high expectations and outcomes for our children through a curriculum which is aimed at nurturing the whole child academically and personally.

We are committed to the personal and professional development of our staff, offering innovative, collaborative and supportive approaches to training and development courses in priority areas. We are always keen to hear about the professional needs of our staff, so please feel free to let us know of any areas that you feel we could support you with.

NPAT always aims to be at the forefront of the latest educational thinking and research, including our current work on curriculum development which will provide clarity to teachers about wider curriculum content so that their valuable time can be spent concentrating on delivery and personalising this to meet the needs of their learners. We aim to work with the very best educational researchers and give our staff every opportunity to hear the latest research evidence tied in to our education strategy and priorities.

We hope that you will join us in one of our NPAT schools and look forward to working closely with you.

Yours sincerely,

Julia Kedwards, OBE

NPAT Chief Executive Officer

Follow us on Twitter: @NPATrust, **Telephone/text:** NPAT Office 07741 654181

Email: recruitment@npatschools.org, **Website:** <https://npatschools.org/index.php>

"The Northampton Primary Academy Trust (NPAT) is committed to safeguarding and promoting the welfare of children and young people and requires all staff, governors and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to pre-employment checks including the right to work in the UK, a health check, an enhanced DBS check and satisfactory references."



The Northampton Primary Academy Trust (NPAT)

NPAT was formed in 2012 by a group of five Northampton Schools who believed that by working together, they could achieve something truly special for children across Northampton Town. NPAT is now a collaboration of eleven schools representing 4350 fabulous children and 700 amazing staff. Our schools are:

Abington Vale Primary School

Blackthorn Primary School

East Hunsbury Primary School

Ecton Brook Primary School

Headlands Primary School

Lings Primary School

Rectory Farm Primary School

Simon de Senlis Primary School

Thorplands Primary School

Upton Meadows Primary School

Weston Favell Primary School

NPAT is driven by a vision of innovation, high aspiration and achievement, and a commitment to sport and the arts. This approach is encapsulated in our motto:

'Achieving Extraordinary Things'

NPAT schools all share a common vision - ***to achieve educational excellence, create opportunities and enrich lives*** - and are committed to shared principles and approaches whilst retaining the freedom to innovate and develop their own identity and character. Our schools span a range of communities and locations across the town, and we are able to offer staff opportunities to collaborate with others across the Trust.

The partnership is built on the principle of synergy; our collaboration of vibrant and diverse schools can collectively achieve more than a single school working alone. NPAT schools improve using collaboration and innovation through partnership working that brings together children, parents, teachers and school leaders, with the understanding that we are one organisation with many different sites:

'My school is your school; your children are 'our' children.'

Within the partnership, schools will have a range of strengths and needs and will be at different stages in their improvement journey. All schools are committed to an ethos of mutual support, sharing of best practice and co-creation of NPAT policies and curriculum approaches.



Located on the Eastern district of Northampton, Blackthorn is a one-form entry primary school with a nursery. Our school is driven by a passion to provide educational excellence for the children in our community.

The children at Blackthorn are polite, respectful and keen to learn. Our team of dedicated staff believe that children achieve their best in a safe, secure and happy school community and we work hard to make sure this is the case for our learners every day. We strongly believe that good relationships between people in our school community are essential in securing success for your child, as such, an effective partnership between home and school will benefit your child's learning. We are proud to be a member of Northampton Primary Academy Trust (NPAT) with whom we work closely to provide opportunities for our children to broaden and enrich their time at primary school through the arts, sport and wider curriculum.

Becca Williams - Headteacher



**Working together as a school community
to achieve educational excellence for all.**



Blackthorn Primary School

Job Description

Post Holder: **Lead Family Support Worker**

37 hours per week; 42 weeks per year

Grade H point 14-20 FTE

Responsible to: **Headteacher**

This job description may be amended at any time following discussion between the Headteacher and member of staff. The job description will be reviewed annually.

The successful candidate will have experience of working with children and families in an educational or social care setting and they will work alongside local agencies such as social care, housing and education welfare, to secure the best outcomes for children and families. They will be able to work effectively as a member of the team, have excellent interpersonal skills and consistently support the school values and approaches to a high standard.

Areas of Responsibility and Key Tasks

- Keep detailed, accurate, secure written records of concerns, referrals and meetings.
- Liaise with MASH when welfare checks are requested due to a referral being made by a third party.
- Organise and lead SLT safeguarding meetings alongside the Headteacher to ensure the senior leadership team are up-to-date and informed of safeguarding concerns across the school.
- Set up and act as lead professional for EHAs including writing of action plans and overseeing the progress of families on EHAs.
- Attend core group meetings, MARACs and other professionals' meetings in relation to safeguarding.
- Use toolkits to inform assessments e.g. neglect toolkit, CSE toolkit.
- Make referrals for complex case discussions where necessary.
- Make referrals for other services e.g. Freedom, play therapy, NDAS
- Provide advice, training and support to other members of staff on safeguarding matters.
- Keep an up to date record of all vulnerable families including those open to social care and on an EHA.

- Ensure safeguarding notice board in the staff room and children's safeguarding notice board are kept up to date.
- Ensure a prompt and robust response to all safeguarding concerns and challenge the decisions of social care where necessary.
- Ensure that My Concern records are triaged on a daily basis, followed through and all record keeping, including transition information sharing, is thorough.
- Act as a point of contact for parents in safeguarding issues.
- Provide support for parents in dealing with other agencies, form filling, school applications, housing etc.
- Carry out home visits to ensure safety and well-being of pupils.
- Attend attendance surgeries, where necessary, and parent contract meetings alongside the attendance officer.
- Provide support to wider pastoral team.
- Provide informal opportunities for all parents/carers to access specialist support in the school and local community to increase their capacity to independently support the child's learning.
- Take part in the extra-curricular life of the school as an integral part of developing parent and community links.

Lead Family Support Worker

Person Specification

Category	Essential	Desirable
Qualifications	<p>Qualifications relevant to the post of Family Support Worker</p> <p>Current DSL training</p> <p>Evidence of continuing professional development, for example, up-to-date training related to safeguarding i.e. FGM, CSE, Online Safety.</p>	<p>Further relevant academic or specialist qualifications</p> <p>Up to date training related to safeguarding i.e. FGM, CSE, Online Safety etc.</p> <p>Current Safer Recruitment training.</p>
Knowledge and Experience	<p>A thorough understanding of safeguarding legislation, practice and procedure.</p> <p>Experience of delivering family support within a school community.</p> <p>Experience of delivering short term intervention to families to prevent escalation of risk.</p> <p>Experience of successfully engaging multi agency approaches in the school setting.</p> <p>Experience of training colleagues with safeguarding updates and reporting procedures.</p>	<p>Experience of supporting families in schools in a school in challenging circumstances, including LAC and children on child protection plans.</p> <p>Knowledge and experience of My Concern.</p>
Ethos	<p>A commitment to raising achievement through partnership with parents, Schools' Services and the community.</p> <p>A determination to ensure that children and families are effectively supported, enabling children to be successful in school.</p> <p>A child-centred focus, prioritising the needs of children.</p>	
Relationships	<p>Experience of working with and developing links with parents, governors and the wider community and to empathise with the points of view of others.</p> <p>Enthusiastic, dedicated, sympathetic and approachable with a sense of humour and fun.</p> <p>Ability to inspire confidence, respect and openness.</p> <p>Experience of working as part of a team.</p>	<p>Experience of having to provide appropriate professional challenge.</p>

<p>Personal Qualities</p>	<p>Excellent interpersonal, communication and organisational skills.</p> <p>Proactive in areas of responsibility with an awareness of whole school issues.</p> <p>A commitment to supporting children and families and to developing own professional skills.</p> <p>A willingness to take on appropriate delegated tasks relevant to the post.</p> <p>Demonstration of a growth mindset.</p> <p>Ability to show a committed, professional and loyal attitude to the school, openly modelling its aims and values.</p> <p>An ability to use and understand discretion, confidentiality and professionalism as a leader and role model.</p> <p>An ability to learn from mistakes and take advice.</p>	
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This job description is a broad overview of the post. It is not an exhaustive list of all possible duties, and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the post holder will be required to carry out any other duties that are necessary to fulfil the purpose of the job.

Statement of Equality

Northampton Primary Academy Trust is committed to promoting equality of opportunity for all staff and job applicants. We aim to create a supportive and inclusive working environment in which all individuals are able to make best use of their skills. Applications are invited from all members of the community.

We do not discriminate against staff on the basis of age; race; sex; disability; sexual orientation; gender reassignment; marriage and civil partnership; pregnancy and maternity; religion, faith or belief (Equality Act 2010 protected characteristics). The principles of non-discrimination and equality of opportunity also apply to the way in which staff and Governors treat visitors, volunteers, contractors and former staff members.

Safeguarding

Nothing is more important than keeping all our children safe, especially the most vulnerable. The NPAT Partnership is fully committed to ensuring that children with SEND, those eligible for Pupil Premium funding and other vulnerable groups are able to achieve as highly as possible. Schools within the partnership will have the most rigorous and updated procedures and policies which help keep children in our care safe. We will ensure that all vulnerable groups of children achieve highly, when compared to their peers nationally, through the following measures:

- All schools will be subjected to an annual safeguarding audit
- All schools will hold the Inclusion Quality Mark (IQM)
- Behaviour and Safety of children will be outstanding in all our schools

Our Trust policy can be found here:

<https://npatschools.org/index.php/npat-information/safeguarding>

How to Apply

To apply for this position, please complete the attached Trust Application Form and submit, together with a letter of application of no more than two sides of A4 supporting your application.

Please return by email to bursar@blackthornprimary.net or by post to Mrs Sam Chambers, Blackthorn Primary School, Waingrove, Northampton, NN38EP.

Closing date: Friday 30th April 2021.

Interviews will be held the week beginning 3rd May.

Visits to the school:

We warmly welcome visits to the school where there will be the opportunity to discuss the role further with the Headteacher. Please contact Sam Chambers in the school office to book a visit. Preferred dates are set out below, although other times may be able to be accommodated. Visitors will be asked to wear a facemask and support our Covid prevention measures.

Monday 19th April 2pm

Monday 26th April 10am

Wednesday 21st April 2pm

Tuesday 27th April 9am

Friday 23rd April 11am or 2pm

Thursday 29th April 9am

