

March 2022

Dear Applicant

Thank you for applying for the position of Literacy Teaching Assistant and English Intervention Co-ordinator at Penryn College. Within this position the successful candidate will also take on responsibility and accountability for pupil outcome and work primarily within our English Department.

The English Department at Penryn College is dedicated to enabling every student to achieve their full potential. We are passionate about learning and we are committed to making learning engaging, relevant and fun. We feel very strongly that every student needs to be able to read fluently, to ensure that all other learning is possible. We believe that reading is essential in order to make sense of the world we live in, to feel a sense of connection and in order to be a successful contributor to the local community and wider society. It is our duty, as educators, to ensure that every student leaves Penryn College with the Literacy skills they require, achieving fluency in both reading and writing, in order to move confidently onto the next stage of their learning journey. If you feel as passionately as we do, really care about improving the literacy needs of young people and feel that you have the determination to make a difference, we would be delighted to hear from you.

The ideal candidate will need to have a passion for ensuring that students can feel success in English and an interest and knowledge in literacy intervention. The role will include working with students identified as being below age-related expectations with Literacy, either on a one to one basis, or in small groups, as part of timetabled lessons or as extra-curricular intervention sessions and to provide these students with learning strategies that enables them to access and make progress across the curriculum. The successful candidate will also plan and deliver daily intervention sessions during the school day and before and after school.

All Teaching Assistants at Penryn College also support students with special educational needs, which could be in a variety of subject areas throughout the school. You should have good literacy and numeracy skills and have evidence of effective working with young people.

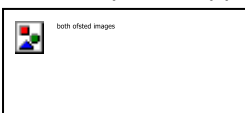
The role will be for 40 hours per week Monday to Friday from 8.00am to 4.30pm.

This is a term-time only contract, so any time off must be taken within the school holidays. The role includes working additional inset and training days, as required, and is paid for 43.128 weeks per year, therefore the salary is proportionately reduced both in the number of hours worked and the number of weeks worked during the year.

The role is paid on a Grade F and has a starting salary of £16,007 per annum. This is a permanent position with an immediate start.

The closing date for completed application forms is Wednesday 16<sup>th</sup> March at 9am. Interviews will take place on Thursday 24<sup>th</sup> March 2022.

Penryn College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicants will be subject to an enhanced DBS check. In accordance with our policies we are unable to process applications without a fully completed application form.



**Head Teacher:** Paul Walker  
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Penryn  
College

"Achieving through Challenge"

Please email your completed application forms along with your covering letter to:  
[vacancies@penryn-college.cornwall.sch.uk](mailto:vacancies@penryn-college.cornwall.sch.uk) or post to HR Office, Penryn College, Kernick  
Road, Penryn, Cornwall, TR10 8PZ.

Yours faithfully

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Gemma Ohly  
HR Officer



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