
Senior First Aider

Contract Type: Maternity Cover, 37 Hours Per Week

Term time only + INSET Days

Required for: May 2024

Closing date for applications: Friday 19th April 2024 @ 9am applications will be reviewed as they are received and we may close this advert before this date, therefore, an early application is advised.

The Merchant Taylors' Oxfordshire Academy Trust is a multi-academy trust currently consisting of Wallingford School, Brightwell-cum-Sotwell Primary School and Aylesbury UTC. The schools are successful, popular and are rooted at the heart of their local communities.

We are privileged to carry the Merchant Taylors' name and value our relationship with the Company. Their interest, benevolence and engagement with education resonate with our ethos as a Trust.

Our schools are about academic achievement but also personal development and opportunity so that our young people leave us equipped with the skills and experiences which will enable them to thrive. This vision is understood by all members of our school communities and lies at the heart of our ethos.

Our function as a multi-academy trust is to encourage collaboration, innovation and professional development within structures which ensure that our focus is on ensuring that the young people in our schools have the very best possible provision. We work across and within our schools, recognising that the best school-to-school support is deep, embedded and impactful.

Our vision and values are rooted within a belief that every young person is capable of being successful regardless of background, prior attainment or previous school experience.

We believe that schools should serve their local communities and be able to offer the breadth and depth of educational experience which young people deserve in the 21st Century. For us school is about achievement and progress but it is also about supporting our young people to become rounded, well-adjusted young adults ready to lead fulfilling and rewarding lives and to play their part in society.

The approach taken by Merchant Taylors' Oxfordshire Academy Trust (MTOAT) is to focus on delivering a high quality of education in a small number of academies. This strategy enables the MTOAT leadership team to place the maximum possible focus on each academy as it joins the MAT and is, we believe, particularly well-suited to helping struggling schools to address the issues they face.

THE ROLE

MAINTENANCE OF MEDICAL/FIRST AID PROVISION:

- Provision of medical/first aid care to students/staff
- Replenish Medical Supplies
- Storage of students' own prescribed medication
- On site treatment of minor ailments/injuries

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- Keep accurate Records

OPERATION OF FIRST AID PROVISION SYSTEM

- Provision of first aid packs to leaders of school trips
- Provision of advice to staff members in first aid
- Operation of a medical records system
- Keeping daily record of students seen and treatments given
- Providing the school with up to date medical records on all students in liaison with parents and other health professionals
- Maintaining records on medical and first aid training undertaken by staff
- Preparing and completing individual care plans for students with special medical needs in partnership with other health professionals, parents and the student as appropriate
- Completing health and safety records of accidents and injuries occurring on site.

LIAISON WITH THE SCHOOL HEALTH NURSE

- Co-ordinating immunisation programmes within school
- Liaison with the School Health Nurse to ensure prompt and appropriate treatment for students with special medical needs who need referral
- Facilitation of some health education visits undertaken by the School Health Nurse
- Liaise with outside agencies

DISTRIBUTE HEALTH EDUCATION TO MEMBERS OF WALLINGFORD SCHOOL BY:

- Operation of a resources store
- Maintenance of medical room notice board
- Dissemination of information to staff on current health issues, e.g. Meningitis, head lice, asthma, etc.
- Liaison with Year Team Leaders
- From time to time these responsibilities are reviewed and can be varied.
- Update head of years on any medical or emotional issues
- Update absent line and log attendance on school system
- Any other office duties needed.

SELECTION CRITERIA

Essential:

The successful candidate will:

- Have or obtain an Enhanced DBS Certificate.
- Experience of working within a people related environment.
- Experience of working with young people.

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- Suitability to work with young people.

Knowledge and skills

- Constantly improves own practice through self-evaluation and learning from others
- Have good people skills and relate well to young people and adults
- Be a good communicator and have a good level of oral and writing skills
- Ability to deal calmly with difficult situations
- Ability to form and maintain appropriate relationships and personal boundaries with young people

Personal attributes and attitudes

- A liking for a busy environment, interacting with people of all ages.
- Be well organised, self-motivated and with good time management skills.
- Be prepared to attend training session as required.
- Good health and physical capacity for the job.

THE SALARY

The salary is on Grade 6, point 8-13, £12.80- £13.93 per hour (depending on experience). Actual Annual Salary £21,205 to £23,086

THE HOURS

The post is advertised as 37 hours per week and is for term time only + INSET Days.

This role is offered on a Maternity Cover basis, for an anticipated initial period of 10 months, though this could vary slightly with notice from either side.

The Merchant Taylors' Oxfordshire Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All successful candidates will be subject to child protection vetting process along with all other relevant employment checks.

Pension Details

Please visit www.lgps.org.uk and www.oxfordshire.gov.uk/pensions for details of our Local Government Pension scheme.

Terms & Conditions

The Merchant Taylors' Oxfordshire Academy Trust employs support staff on the conditions or service contained in the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service (Green Book), the provisions of which allow for a 26 week probationary period for new employees. This can be found through <http://www.oxfordshire.gov.uk/cms/content/schools-conditions-employment-green-book> . <http://schools.oxfordshire.gov.uk/cms/content/contracts-staff>

Closing date for receipt of completed application forms is **Friday 19th April 2024 @ 9am.**

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We look forward to receiving your application.

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