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Dear Prospective Applicant,

Thank you for taking the time to find out more about our SEN Teaching Assistant vacancy at Hollyfast Primary School. I hope this letter gives you a sense of who we are, what matters to us and the important part this role will play in supporting our children.

Hollyfast is a three-form entry primary school in Coundon, Coventry and one of the larger primary schools in the city. Although we are a large school, we are very proud of our family feel. Our children and staff know one another well, relationships are strong and there is a genuine sense of belonging across the school.

I have been Headteacher at Hollyfast since January 2022 and, during that time, our school has continued to develop and grow. Our positive Ofsted inspection in September 2023 recognised the kindness, care and strong relationships that sit at the heart of Hollyfast. We remain ambitious for every child and are committed to ensuring that pupils with special educational needs and disabilities receive the right support to participate, develop their independence and achieve their potential.

"This is a time of exciting change at Hollyfast Primary School. A new curriculum and a sense of enthusiasm enrich the life of this community. Every day, happy pupils thrive, surrounded by kindness and care. This is a school that is committed to getting it right for pupils." Ofsted - September 2023

"Mutual respect and positive relationships permeate all classes and behaviour is calm and purposeful across the school." Ofsted - September 2023

Our vision - "Aim high, grow within and reach beyond the stars" - and our values of kindness, respect, collaboration, perseverance, courage and excellence guide school life. For this particular role, those values matter enormously. We are looking for someone who sees the child before the need: someone patient, calm and resilient who can build trusting relationships while maintaining high expectations.

As an SEN Teaching Assistant, you may support pupils with a range of additional and complex needs. Your work could include helping a child communicate, regulate their emotions or sensory needs, access learning, develop independence and social skills, or manage personal, physical or medical needs. Some days will be challenging, but the difference the right adult can make to a child's experience of school can be significant.

You will not do this alone. You will work closely with teachers, our SENCO and wider staff team, following individual plans and agreed strategies. We want our SEN staff to feel confident and well supported, so we will invest in relevant training, coaching and professional development. Staff wellbeing also remains important to us, and our Wellbeing Charter reflects our commitment to looking after the people who look after our children.

I would warmly encourage you to visit Hollyfast before applying, meet our team and see our provision in action. If you are caring, adaptable and committed to inclusion - and want a role where your work can make a genuine difference to a child every day - we would be delighted to hear from you.

Yours faithfully,

Mr Watson
Headteacher



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