

## Candidate Information

Class Teacher

TMS1 - 6

Queens CofE Academy, Bentley Road, Nuneaton,  
Warwickshire, CV11 5LR

# About the Multi Academy Trust



## The Trust

The Diocese of Coventry Multi Academy Trust Academies are:

- Transformational
- Aspirational
- Sustainable
- Motivational
- Purposeful

They are recognised for their distinctive and inclusive Christian ethos and for the impact this has on raising educational standards. An effective Church Academy will demonstrate its Christian distinctiveness by providing an aspirational and holistic education which enables all children and staff to develop and achieve to their full potential.

## Our Vision

Our vision, based on John 10:10, is for every adult, every child and every academy in our trust to come

together in order that we may pursue life in all its fullness. We have a vision of building a better future for all within our academies, who in turn will positively impact their communities.

## Our Strategic Goals

To achieve our object, mission and vision, we will focus on the following five high-level goals:

- Deliver excellent education;
- Ensure strong and effective governance at all levels;
- Build a strong and sustainable infrastructure;
- Become an employer of choice;
- Drive sustainable growth

## About the Role

The Trust is looking to appoint an inspirational and highly effective Class Teacher who is committed to supporting the Multi Academy Trust to educational excellence and further developing the distinctive Christian character of educational provision and the school community.

This post is a Permanent Contract.

In return we can offer:

- A support network of professional colleagues
- A strong culture of professional development
- The opportunity to be part of an aspirational organization and contribute to its development and growth plans

- We are offering a salary of TMS 1 – 6 £28,000 - £35,990 per annum
- Eligibility to join the Pension Scheme
- TLR for strong applicants looking to move into leadership

### Applications

Thank you for your interest in this post. Interested candidates are welcome to speak to us for more information about this fantastic opportunity. Please contact Linda White at

Linda.White@queens.covmat.org to make arrangements.

Please note the closing date for applications is Sunday - 30/04/2023. Completed applications and supporting documents should be sent via email to [Linda.White@queens.covmat.org](mailto:Linda.White@queens.covmat.org)

We welcome all applications regardless of age, disability, gender, marriage and civil partnership, pregnancy and maternity, race religion and belief, sex and sexual orientation.

Interviews will take place on: TBC

## Our Trust

Thank you for your interest in joining The Diocese of Coventry Multi Academy Trust, we are delighted to provide you with an application pack. It is hoped that the information provided will be of interest and will help you to begin your journey with us.

The Diocese of Coventry Multi Academy Trust was incorporated in 2013 and is one of over 2,700 Multi Academy Trusts in England. Highlighted as a leading diocesan Trust and a model of good practice by the Department for Education in 2016, the trust is now home to nineteen academies spread across the Diocese of Coventry. This scale makes us one of the top 150 largest Multi Academy Trusts in the country.

Our vision, "together, pursuing life in all its fullness", is based on John 10:10 and reflects the Church of England's vision for education. You will see this come to life in all of our academies every day. We offer a vision of human flourishing for all, one that embraces excellence and academic rigour, but sets them in a wider framework. We offer opportunities for children to realise their God given potential and flourish.



Our strategy focuses on five core aims. Among these are the desire to offer an **excellent education** and to be an **employer of choice**. To work with us, you must aspire to be an outstanding colleague, be prepared to go the extra mile and be comfortable with high levels of accountability for the progress of over 4,000 children. You must be willing to share and learn. Above all else, you must like young people and aspire to make them outstanding citizens.

In return, we offer excellent working conditions, first class professional development for ambitious people, genuine career development and opportunities for growth. All of our teachers are offered membership of the Teachers Pensions Scheme and all support staff are offered membership of the Local Government Pension Scheme. In addition, there is a superb package of employment benefits, including access to the Cycle to Work Scheme, membership offers and retail discounts.

We are proud to tell people that an academy has never dropped an Ofsted grade under our management and our most recent SIAMS inspection resulted in an "excellent" judgement. But we are not standing still and you would be joining the trust at an important stage in our development. We are on the verge of another period of growth, we are reviewing our school improvement offer and our central support structure, and our pupil numbers continue to rise.

In short, we believe our Trust has a bright future and are looking for bright people to help us get there.

Thank you once more for your interest in The Diocese of Coventry Multi Academy Trust and in the position available. I hope that this introductory letter has given you a clear sense of our vision and I hope that this pack gives you a feel for what we need. We look forward to hearing from you and exploring your future with us through our selection process. **Michael Cowland, CEO**

## Our Diocese

Church schools in the Coventry Diocese, work in partnership with their local Church to worship God, make new disciples and transform communities, whilst delivering excellent education. The schools' team at the Diocesan Board of Education support and equip local partnerships between schools, governors, parishes and clergy by:

- 'Championing the role of the Church in Education;
- Protecting and developing the historic Church investment in education;
- Promoting the establishment of new Church schools;
- Enabling Flourishing for all in Church School communities;
- Facilitating creative and flexible partnerships between schools;
- Encouraging collaboration to ensure excellence and distinctiveness across the family of Church schools;
- Supporting the professional development of staff, governors, clergy and church workers;
- Support the process of Academy conversions;
- Providing pastoral support to school leaders and governors

**April Gold, Diocesan Director of Education**

'I believe that schools are at the heart of the Church's mission to the nation and play a very important role in the life of their own parishes and communities.

The Diocese is proud of its Church of England Schools which educate about 17,000 children and young people. The headteachers, staff and governors strive to promote the highest quality in everything they do, living and working in the values of Jesus Christ every day. Our schools are a significant part of the Church family of the Diocese. Seeking to build communities of care and understanding, they witness to God's love for each person and reflect God's desire for the world to be a better place for us all to live in.'

**Bishop Christopher**

# Our Academies



**St Laurence's CofE Primary School**  
Old Church Road  
Coventry  
CV6 7ED



**St Oswald's CofE Academy**  
Addison Road  
Rugby  
CV22 7DJ



**St Bartholomew's CofE Academy**  
Bredon Avenue, Coventry  
CV3 2LP



**St Michael's CofE Academy**  
Hazel Grove  
Bedworth  
CV12 9DA



**Queens CofE Academy**  
Bentley Road  
Nuneaton  
CV11 5LR



**Leamington Hastings CofE Academy**, Birdingbury Road Hill,  
Leamington Hastings, Rugby  
CV23 8EA



**Stretton CofE Academy**  
Stretton Avenue  
Coventry  
CV3 3AE



**Leigh CofE Academy**  
Plants Hill Crescent  
Tile Hill, Coventry  
CV4 9RQ



**St James CofE Academy**  
Barbridge Road  
Bulkington, Bedworth  
CV12 9PF



**Salford Priors CofE Academy**  
School Road  
Salford Priors, Evesham  
WR11 8XD



**Harris CofE Academy**  
Harris Drive  
Overslade Lane, Rugby  
CV22 6EA



**All Saints CofE Academy LW**  
Warwick Road  
Leek Wootton, Warwick  
CV35 7QR



**St Nicolas CofE Academy**  
Windemere Avenue  
Nuneaton  
CV11 6HJ



**Burton Green CofE Academy**  
Hob Lane  
Burton Green, Coventry  
CV8 1QB



**Studley St Mary's CofE Academy**  
New Road, Studley  
B80 7ND



**Long Itchington CofE Academy**  
Stockton Road  
Long Itchington, Southam  
CV47 9QP



**St John's CofE Academy**

Winsford Avenue  
Coventry  
CV5 9HZ



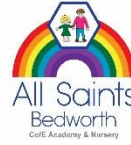
**Southam St James CofE**

**Academy**  
Tollgate Road  
Southam  
CV47 1EE



**Central MAT Office**

The Diocese of Coventry Multi  
Academy Trust  
The Benn Education Centre  
Craven Road  
CV21 3JZ



**All Saints Bedworth CofE**  
**Academy & Nursery**

Off the Priors, Mitchell Road  
Bedworth  
CV12 9HP

# Class Teacher

## Job Description

### KEY PURPOSE

To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, Teacher Standards and having due regard to the requirements of the National Curriculum and school policies.

### JOB DETAILS

The post will be included in the MAT performance review scheme and salary progression will be linked to the outcomes of the scheme. This job description is not necessarily a comprehensive definition of the post, it will be revised at least once a year, and it may be subject to modification or amendment at any time after consultation with the holder of the post.

### MAIN ACTIVITIES

You will be expected to:

- take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies.
- maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy.

### MAIN ACCOUNTABILITIES

This will include to:

- lead a curriculum subject which involves monitoring standards across the school and implementing new initiatives as and when appropriate
- plan work for the class in accordance with national, Multi Academy Trust and school curriculum policies and in co-operation with subject and phase leaders to ensure that the children experience a broad, balanced, relevant and stimulating curriculum.
- ensure a close match between the learning experience offered, and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.
- make appropriate educational provision for children with SEN and those learning EAL, with support from the SENCo and EAL Co-ordinator.
- where possible, to make sure that the majority of the children's work is closely linked to first-hand practical experience.
- provide children with opportunities to manage their own learning and become independent learners.
- create a secure, happy and stimulating classroom environment, maintaining the highest standards of organization and discipline.



- foster each child's self image and esteem and establish relationships which are based on mutual respect.
- maintain a high standard of display both in the classroom and in other areas of the school.
- arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning.
- work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work.
- assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies.
- communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment.
- ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organization and practice.
- liaise with support staff both school based and from the Multi Academy Trust and from other external bodies as required.
- take responsibility for the management of other adults in the classroom.
- take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.
- participate and contribute to staff meetings and meetings which relate to school management, curriculum and administration.
- maintain a positive ethos and core values both inside and outside the classroom.
- implement and support the school policies and procedures.
- undertake any other reasonable and relevant duties and training as requested by the SLT in accordance with the changing needs of the school.
- take responsibility for curriculum subject area(s) as agreed with the Headteacher which could include:
  1. Promote the teaching of the agreed subject throughout the school, according to the requirements of the National and MAT Curriculum schemes of work and any other new initiatives from the Department for Education.
  2. In Conjunction with the Headteacher or other senior staff, be responsible for the implementation and management of the school's policy for agreed subject area(s).
  3. Review the policy and adapt it as appropriate.
  4. Develop a scheme of work for subject suitable to the needs of the children aged 7 – 11.
  5. Take responsibility for maintaining and evaluating all material resources with a system of easy accessibility.
  6. To consult with colleagues and be responsible for ordering resources within an agreed budget in full consultation with the Headteacher.
  7. Offer support and advice to colleagues.

## **DEVELOPING SELF AND WORKING WITH OTHERS**

Effective relationships and communication are important in a school role and you will be expected to manage yourself and your relationships well. Through performance management and effective continuing professional development practice you will be expected to achieve high standards. You will be committed to your own continuing professional development.



This will include:

- Valuing people and treating them fairly, equitably and with dignity and respect to create and maintain a positive school culture in accordance with the Christian beliefs underpinning the school.
- Ensuring own CPD includes developments in education.
- Develop and maintain a culture of high expectations for self. Regularly reviewing own practice, setting personal targets and taking responsibility for own personal development.
- Managing own workload to allow for reflection and an appropriate work/life balance.

### **KEY ORGANISATIONAL ACTIVITIES**

The post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the school's Equal Opportunities framework.
- Commitment and contribution to improving standards for pupils as appropriate.
- Contributing to the maintenance of a caring and stimulating environment for pupils.

### **ACCOUNTABILITIES**

The appointee will be line managed by the Headteacher.

### **SUPPORTING THE WORK OF THE MULTI ACADEMY TRUST**

As part of the Diocese of Coventry Multi Academy Trust, the Class Teacher will be expected to develop and maintain strong, positive relationships with colleagues in the Multi Academy Trust, within the family of Multi Academy Trust academies and the Diocesan family of schools.

### **STRENGTHENING THE COMMUNITY**

Academies exist in a distinctive social context, which has a direct impact on what happens inside the school. Academy leadership should commit to engaging with the internal and external school community to secure equity and entitlement. All staff should collaborate with other schools in order to share expertise and bring positive benefits to their own and other academies. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children.

This will include:

- Building a school culture and curriculum which takes account of the Church Foundation and the richness and diversity of the school's communities.
- Creating and promoting positive strategies for challenging harassment of any kind.
- Ensuring learning experiences for pupils are linked into and integrated with the wider community, the local church and diocesan communities.

- Ensuring a range of community-based learning experiences, including building links with local churches and Coventry Diocese.
- Collaborating with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- Creating and maintaining an effective partnership with parents and carers, (including those who may be described as 'hard to reach', those with learning disabilities and those for whom English is an additional language), to support and improve pupils' achievement and personal development.
- Building bridges with the school's diverse communities, seeking opportunities to invite the whole range of parents and carers, community figures (including clergy and church representatives), businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contributing to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operating and working with relevant agencies to protect children.

## **SAFEGUARDING CHILDREN AND SAFER RECRUITMENT**

Our Trust 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 candidate will be required to undertake an enhanced criminal record check via the DBS. Further information about the Disclosure and Barring Service is available from the DBS website at: [Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

**The Trust will ensure that:**

- The policies and procedures relating to safeguarding and safer recruitment are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities in relation to safeguarding, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and that such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices.

## **DATA PROTECTION**

The post holder must meet the requirements of the General Data Protection Regulation Act 2018 at all times, especially concerning confidentiality, treatment of personal information and records management.

## **ADDITIONAL DETAILS**

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Staff will be expected to comply with all Trust policies and procedures and any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. This job description will be reviewed annually and the Headteacher reserves the right to alter the content of this job description, after consultation with the post-holder, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

# Person Specification

Personal Qualities, Qualifications and Experience		Measured By				
		Essential	Desirable	Application	Interview Process	References
<b>Qualifications and Experience</b>						
1	Honours degree or equivalent		X	X		
2	Qualified Teacher Status	X		X		
3	Relevant higher degree or equivalent		X	X		
4	Evidence of continuous professional development relating to curriculum, teaching and learning	X		X	X	
<b>Professional Experience and Knowledge</b>						
1	To teach across the primary age range		X	X	X	
2	Substantial, successful, relevant and recent teaching experience in primary school or Academy	X		X	X	X
3	Knowledge and understanding of safeguarding requirements and good practice	X			X	
4	Knowledge of recent developments in the National Curriculum	X			X	
5	Successful experience of raising standards for all, with measurable outcomes	X			X	X
6	Experience of supporting children with Special Educational Needs in an inclusive environment	X		X	X	
7	Experience of using ICT effectively in classroom teaching	X			X	
8	An understanding of the role of parents as partners in education	X		X		
9	A commitment to, and evidence of, promoting diversity and equal opportunities within the workplace, classroom, curriculum and employment practice	X		X	X	
10	Understanding the distinctive Christian character of a Church school		X	X	X	
11	A commitment to Professional Development	X		X	X	
12	Experience of leading a subject successfully		X		X	
13	Experience of leading a subject successfully		X		X	
<b>Skills and Abilities</b>						
1	A proven track record in ensuring the highest possible standards in teaching and learning	X		X	X	X
2	Good understanding and application of best practice in teaching of phonics and knowledge of the use of APP		X	X	X	
3	Successful experience of positive behavior management and developing a pupil focused, inclusive and effective, learning environment so that behavior and attendance are outstanding	X				X
<b>Personal Qualities</b>						

1	Has high expectations and personal integrity with the ability to promote and sustain the values, culture and Christian ethos of the school	X		X	X	
2	Is articulate and approachable with excellent interpersonal communication skills both verbally and in writing	X		X	X	
3	Is an outstanding, reflective, practitioner with high quality teaching skills and high expectations for pupils' learning and attainment	X		X	X	X
4	An exemplary record of health and punctuality		X			X
5	To provide a secure, stimulating and well organized learning environment	X		X		
6	To ensure effective curriculum delivery through differentiation	X		X		
7	To work collaboratively and effectively as part of a team	X		X	X	
8	To work with colleagues in providing for the intellectual, physical, social, spiritual and emotional needs of the children	X		X	X	

I **(name)** hereby confirm that I have received a copy of the Job Description for the post of Class Teacher.

Signed .....

Date .....