



# CLASS TEACHER

## START DATE: JANUARY 2025



Dear Applicant,

Thank you for expressing an interest in the post of Class Teacher at St Andrew's CE Primary School, Fontmell Magna.



St. Andrew's is a delightful, innovative small school. We enjoy superb grounds and an attractive and well-presented school site. A parent recently described it as 'a small school with a big heart'. We are tucked away in the heart of a beautiful village in the Dorset countryside, embroidered with history, it is a beautiful place to come to work each day.

Our school is very much part of the local community - we have strong links with the Church and the village groups; we have wonderful support from the Academy Committee, parents, a band of volunteers from the community and our PTFA. We are committed to achieving excellence in education and aim to inspire children's imaginations through a range of engaging and challenging learning experiences within a Christian environment.

Our Biblical narrative "All things are possible to one who believes". Underpins our aim to inspire our children so that they are enabled to THRIVE, LEARN and SHINE in all they do. All of our work is aimed at developing great teaching and learning, excellent behaviour and a warm, safe and positive school ethos where every individual is truly valued and included. We work together to ensure our pupils are happy, secure and successful.

We believe that children's education is a partnership between home and school. We aim for our youngsters to leave us in Year 6 as well-rounded young people with a strong sense of what is socially, morally and culturally acceptable, and secure in the knowledge that they have a contribution to make to the world around them. We have mixed-age classes in Reception, Year 1/2, Year 3/4 and Year 5/6.

We are excited to be part of SAST. There is real strength in coming together with a collective responsibility for all the children's development and progress between 0-19 years. The trust believes in preserving schools in their local community. This means that there will be considerable local expertise to support the school and staff with the chance to contribute to wider developments. At the heart of SAST is the desire to work in partnership, to collaborate with others and to be outward facing for the benefit of children and staff. The schools have extensive links beyond the immediate area and are keen to extend these further.

There is further information about the school on our website: [www.standrewsfontmell.co.uk](http://www.standrewsfontmell.co.uk) and the trust at [www.sast.org.uk](http://www.sast.org.uk)

You are very welcome to visit us in advance of an application or please contact the school office for any further information. On behalf of the staff, children, and governors we look forward to welcoming you to a school we are very proud of.

Very Best Wishes,

Matt Barge  
Executive Headteacher

Dan King  
Head of School

# THE ADVERT & APPLICATION PROCESS



We look forward to receiving your application by **9am, Monday 21<sup>st</sup> October 2024**

The interviews will be held on **Friday 25<sup>th</sup> October 2024**

**Salary:** Teachers' Pay Scales up to UPS2

**Contract:** Full-Time (part time considered), Fixed-Term until 31<sup>st</sup> August 2025

We are looking to appoint an outstanding Teacher with energy and enthusiasm and a love for teaching to join our team, with opportunities to develop as a middle leader. This post is a full-time position, but part time hours may be considered. This is a wonderful opportunity to join a school within a Trust with great potential, some real strengths and the ability and desire to develop further.

## We are looking for an outstanding individual who:

- Has a passion for education and making a difference to children's lives
- Is passionate about providing a caring, nurturing environment, sympathetic to our Christian values
- Is or has the potential to be an excellent classroom practitioner.
- Has an interest in the curriculum including keen to lead subject area(s).
- Is able to inspire and motivate our learners.
- Has high expectations and a drive to enable pupils to be the best that they can be.
- Is able to promote high standards of behaviour.
- Has the desire to grow, learn and lead.
- Has a positive and optimistic approach; are proactive and confident
- Uses resources, intellect, creativity, and innovation to be successful
- Be committed to partnership, collaboration and sharing

## We can provide you:

- A wonderful location and school to begin or develop your education career
- Values and experience of high-quality education
- The chance to make a difference and contribute to the school's further improvement
- Support, training, and leadership development
- The opportunity to work within SAST, a forward-thinking and growing multi-academy trust
- The expertise available from a national Teaching School

Our values and ethos focus on developing a love of learning, high achievement both personally and academically which comes from the tremendous work of all our staff and the great achievements of our children.

You are asked to provide the following:

- A completed application form
- A letter of application (no more than two sides of A4) outlining how your knowledge, skills and experience fit this role

Applications should be sent by email to: [recruitment@sast.org.uk](mailto:recruitment@sast.org.uk)

Should you wish to arrange a visit to view the school, please do not hesitate to contact **Danika Gibbon, School Administrator** at [office@standrewsfontmell.co.uk](mailto:office@standrewsfontmell.co.uk)



*SAST will conduct online searches of shortlisted candidates. In line with KCSIE guidance, this will be part of safer recruitment checks, and the search will purely be based on whether an individual is suitable to work with children. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not be on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern.*

*Safeguarding responsibilities associated with this role may include engagement in regulatory activity, such as administering first aid or supporting an upset child. It will have contact with young people on a day-to-day basis. SAST 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 have to meet the person specification and the post is subject to safeguarding checks, including an enhanced DBS check and Children's Barred List check. The post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.*

*SAST recognises the benefit of having a diverse workforce and is committed to building a workforce which reflects diversity from the communities it serves. SAST values the contributions from all staff from a wide range of different backgrounds and actively seeks to promote an environment that is free from discrimination and harassment and at the same time supports fair promotion and cultural acceptance. Under the provision of the Equality Act 2010 SAST welcomes applications from everyone and operates a recruitment process which is fair and does not discriminate against or disadvantage anyone because of their age, disability, gender reassignment status, marriage or civil partnership status, pregnancy or maternity, race or nationality, religion or belief, sex, or sexual orientation.*

*This role is UK- based and your right to work will need to be established as part of the appointment process.*

*(Internal ID Number: RAF534)*



# JOB DESCRIPTION

**Post:** Class Teacher

**Scale:** Teachers' Pay Scales up to UPS2

## Main Job Purpose:

- To manage all aspects of teaching a class.
- To deal with all the pastoral administrative duties in respect of pupils in the class as well as responsibilities in the school as detailed below:
  - To teach general subjects and to participate in the development of schemes of work, materials and syllabuses.
  - To control and oversee the use and storage of books, stationary and other teaching materials ensuring that any health and safety regulations are observed.
- To carry out the duties of a class teacher in accordance with the school's policies, in respect of pupils to include:
  - The maintenance of discipline and acceptable standards of conduct and appearance of pupils;
  - The establishment of rapport with pupils to develop their social and academic potential;
  - The marking of registers, ensuring absences and lateness are accounted for and taking appropriate action where they are not;
  - The compilation of reports, profiles and references on pupils as directed;
  - The setting and marking of homework for pupils where appropriate;
  - Escorting the class to and playing a part in assemblies subject to the right of teachers to decline to participate in the act of collective worship on the grounds of their religious convictions.
  - To participate, as directed, in meetings with colleagues and parents in respect of the duties of the post.
  - To attend staff meetings as directed.
  - To participate, as directed, in INSET in order to keep abreast of trends and developments in education especially those relevant to the duties and responsibilities of the post.

## Key contacts and relationships

- Is responsible to the Headteacher for his/her teaching duties and responsibilities, and if relevant, responsible for the supervision of the work of a teaching assistant;
- Interacts on a professional level with colleagues and seeks to establish and maintain productive relationships with them in order to promote mutual understanding of subjects in the school curriculum with the aim of improving the quality of teaching and learning in the school.

## Notes:

- The duties and responsibilities of the post are subject to those detailed in the STPC and will be undertaken within directed time as detailed in the school's directed time statement.
- This job description will be reviewed at least once a year and may be subject to modification or amendment after consultation with the post holder.
- The key responsibilities and duties set out the area of work in which duties will generally be focused and gives an example of the type of duties that the post holder could be asked to carry out.

**PLEASE NOTE that this is for guidance only.** Post holders are expected to be flexible and may be required to operate in different areas of work/carry out different duties as may be reasonably assigned by the Headteacher.

### **Other duties**

- To have due regard for safeguarding and to follow child protection policies and procedures adopted by SAST.
- Understand the importance of inclusion, equality and diversity and to promote equal opportunities for all.
- Uphold and promote the values and ethos of the academy.
- Take a proactive approach to health and safety to minimise and mitigate potential hazards and actively contribute to the security of the school.
- Participate in workplace learning and development opportunities and work to continually improve own and team performance.

### **Safeguarding Responsibilities for this post**

Safeguarding responsibilities associated with this role will include engagement in regulatory activity, such as administering first aid or supporting an upset child. It will have some contact with young people on a day-to day basis. SAST 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 have to meet the person specification and the post is subject to safeguarding checks, including an enhanced DBS check and Children's Barred List check. The post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020



# ABOUT ST ANDREW'S PRIMARY SCHOOL, FONTMELL MAGNA



## About Us:

St Andrew's is a small church school situated in the heart of the delightful Dorset village of Fontmell Magna. Families come to us from Shaftsbury and many of the surrounding villages. In June 2019 the school became an academy and joined SAST. We enjoy good relationships with other trust schools and benefit from working in collaboration with them.

Being a small primary school allows us to fully embrace our community, coming here is like being part of an extended family. Our connection with village life, the church and our families is strong and we flourish because of this joined up approach. Our pupils BELIEVE that all things are possible and because of our belief in ourselves, each other and God we THRIVE, LEARN and SHINE together.

## **BELIEVE: THRIVE: LEARN: SHINE**

We aim to offer **St Andrew's Curriculum Story** from EYFS – Year 6 that delivers a secure base of knowledge for our youngsters. Learning of skills that is delivered in sensible bite size pieces allowing pupils to build on their prior knowledge, secure the necessary components in each subject and make steady progress throughout their school life. Our 'knowledge rich and embedded skills' approach will allow our youngsters to reach the end of the story here ready to confidently open the pages of the next one, fully prepared and excited for what comes next.

Through our BELIEVE SYSTEM we have woven our school values and development of learning behaviours. As children move through our school, they are reminded daily what it takes to live effectively as a contributor to our 'Thriving Learning Community'.

Threaded through all we do are our curriculum drivers, agreed collectively by our teaching team. These are COMMUNICATION, COMMUNITY and the ENVIRONMENT these key drivers feel wholly appropriate for this period in our children's lives. A language rich and community focused curriculum feels right to us here and now. With an eye fixed firmly on the collective impact we are having and the positive one we could have on the wider world around us by gaining more knowledge and the skills to go beyond our local area and make a difference.

We welcome visitors and seek to provide our children with a range of stimulating and inspiring, challenging, and thought-provoking members of the wider community. We have created (from September 2022) a St Andrew's Experience Offer that complements and layers up our day-to-day curriculum. We want our children to experience as much from others and amazing places as they possibly can in their time with us. We intend to fill their learning with opportunities that embrace the arts, local events, people of interest, cultural moments, awe inspiring content, historical places, local community life etc. We intend to draw the Fontmell community in to work with us as we continue to grow links with the church, our families, and any wider Dorset or national opportunities.

Ofsted visited in April 2022 and removed the school from Special Measures to Requires Improvement. This was an accurate judgement and reflected the strong desire to quickly improve the education for the children at St Andrew's who have, for too long been let down. The report praised the clear vision and direction of travel for the school and noted that time to embed the work was now required for the school to be good.



## **Becoming a Flourishing School**

We will know we are **THRIVING** when:

- We feel positive about ourselves and have faith
- We show courageous advocacy and are not afraid to 'step up'
- We feel safe, cared for, and listened to
- We can express ourselves and share our emotions
- We feel able to reflect and reach out to each other
- We have a community that works together for the good of all
- We share the 'good days' and the 'not so good days' and it feels ok
- The adults here show they are genuinely bothered about us and want the very best for us.

We will see great **LEARNING** through:

- Improving outcomes
- Being able to reflect on what have seen in history and make better choice
- Visibly making progress in all we do
- Positive classroom behaviour and active learning behaviours
- Engaged and hardworking young people
- Embracing our mistakes, and learning from them with a positive mindset
- Wanting to work hard and pushing through when it is tricky
- Not putting a ceiling on what we can achieve
- We are curious and seek to know more
- We are showing creativity
- We communicate effectively and are 'vocabulary rich'
- We have knowledge embedded in our long-term memories

We will recognise when we **SHINE** because:

- We will want to celebrate our achievements
- Our school community will celebrate with us
- We are making a difference in our school and our community
- We care deeply about our environment, our impact on it and our role in protecting it
- Other people around us will also shine because we share our successes
- We will look outward to what is around us and invite others in to share
- Our school will be full of contented young learners and people will want to come here
- We will display honesty, courage, kindness, and respect, be loving and persevere

Relationships are strong here; pupils receive a warm welcome every day and are met with the same warmth we would afford a friend coming to our homes. Staff meet and greet all pupils they encounter and share in the individual celebrations and support all pupils where this is required. The team and community ethos are very strong, and our efforts have paid off in terms of everyone taking ownership of improving the school. This is a place that cares for the children wholeheartedly and parental feedback supports this.

We are seeking ways to be 'Advocates for Change' in our community. Early opportunities with donating for the Local Food Bank for Harvest and 'Hello Yellow' have given us the appetite for more and greater involvement in changing things for those around us who struggle. Our first half term this year allowed us to develop a coat and shoe 'swap shop' for families in need. Leaders are keen to empower the children here to act for the good of others!

## **Our Facilities and those we access to enhance our curriculum**

St Andrew's appears on arrival to be a very small Victorian building but don't be deceived! On entry you will find an inviting entrance foyer that opens onto an array of rooms and learning spaces we have



fully utilised. From the intervention room where phonics, maths and ELSA groups take place to the peripatetic music and SEN rooms, we are blessed with light airy and welcoming spaces. Our library provides a bright and welcoming environment for children to read and come together for group work away from class. It is quite literally at the heart of our school building, which is perfect because we believe that reading is the gatekeeper to all we do here...

Hot meals are available to all via Caterlink who deliver them into us each day. Our healthy and nutritious menu is popular with students, and our 'family dining' arrangements mean older and younger pupils sit together to chat over lunch.

Students also benefit from access to a fully equipped gym, and a 25m swimming pool on the Port Regis school site. We take classes to this fabulous venue to have swimming and gym lessons as part of the PE curriculum. The coaches on site offer an excellent programme that ensures our children both enjoy and excel in these areas. We also have access to Shaftsbury Comprehensive for cooking and enjoying the arts!

There are many after school club/activities that change regularly through the year. These have included rugby, athletics, art, Eco, story, 1:1 tutoring, football, dodgeball, cricket and tennis to name a few.



Please do take the time to come and visit us and see why we are proud of our constantly improving school. An application to join us would give you a very special opportunity to come along with us on an exciting and rewarding journey towards being GREAT!

# INFORMATION ABOUT WORKING FOR SAST



SAST is a multi-school trust, formed in June 2017, with 18 schools across Dorset and South Somerset. We have more than 5,700 students and over 850 members of staff. There is real strength in coming together with a collective responsibility for all the children's development and progress between 0-19 years. SAST has large town primary schools with over 300 children, smaller village primary schools and nursery provision. SAST also has 5 secondary schools, some with a Sixth Form provision. There is a mix of formerly maintained and Church of England schools - both voluntary controlled and voluntary-aided in the Diocese of Salisbury. We believe in preserving Schools in their local community.

## **Our Schools:**

A key principle of the SAST is that member schools maintain their own character, such as church and community status. All schools in the multi-school trust are equal partners and are committed to the principles of collaboration, sharing expertise and resources to enable all partner schools to deliver excellent education for all young people in their care.

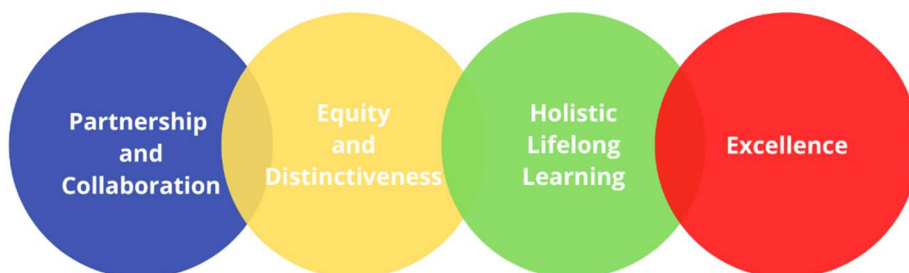
At the heart of SAST is the desire to work in partnership, to collaborate with others and to be outward facing for the benefit of children and staff. The schools have extensive links beyond the immediate area and are keen to extend these further.

SAST works by providing opportunities to share and improve - to develop further our provision as well as supporting the quality of leadership and management. This includes sharing best practice, being creative in maintaining a broad and diverse curriculum, ensuring the care and support is in place for children and families and enabling further staff and teacher development. We also work together on meeting the challenges of funding and the opportunities for financial efficiency, determining for ourselves which services and providers we will use to provide outstanding provision for our children. There is real strength in coming together with a collective responsibility for all of the children's development and progress between 0-19 years.

## **Our Vision:**

*Delivering educational excellence through aspiration and collaboration.*

## **Our Values:**



### **Partnership and Collaboration**

Our schools support each other, by sharing expertise and resources, to ensure improvement.

### **Equity and Distinctiveness**

We celebrate the individuality of each school and all in it. We are proud to be at the heart of our local communities.

## Holistic Lifelong Learning

We promote the personal development of every child and a love of lifelong learning for our students and staff.

## Excellence

We provide a high-quality education to enable all students and staff to aspire, thrive and succeed.

## Organisation - How we work:

All our schools are successful. Of course, we recognise that we need to continually improve and evolve. The priority is to enable every school to continue to provide an excellent education for all our students while protecting their role at the heart of the community, along with our unique qualities and strengths.

There is a balance as to the responsibilities delegated to schools and those that are the responsibility of SAST. The focus is to continually evaluate, improve and develop through strong, effective and accountable leadership at all levels. The aim is to establish clear, simple and effective accountability including slim and streamlined governance.

## Partnerships:

Partnership and collaboration is a core feature of all our schools – a genuine desire to be outward-facing, to use the best ideas from across the world. The schools have always worked closely together across Dorset and Somerset.

## SAST Benefits:

As part of SAST, we can offer you a range of benefits including:

- High- quality CPD opportunities
- A strong and highly experienced network of Trust senior leaders
- Access to the Local Government Pension Scheme
- Employee Assistance Programme
- On-site nursery provision at some of our schools
- Cycle to work scheme

