



Burton End Primary Academy



Class Teacher Candidate Information Pack



Welcome from the Headteacher



Dear Applicant,

Thank you for your interest in this permanent Class Teacher position here at Burton End. This is an exciting opportunity to join our school at a time when we are making considerable investment in achieving 'excellence' in all we do. We are very proud of our school and the opportunities that it provides for our wonderful children, staff, and our wider community.

We create a happy working atmosphere where every child has the opportunity to reach their full potential through an exciting, broad and balanced curriculum. Our curriculum uses the latest developments in both cognitive science and evidence informed practice to ensure that learning is coherent and meaningful; children are always prepared well for the next stage of their education. We encourage our children to value their contribution to the school and celebrate their achievements.

Burton End first opened as a Community Primary School in 1968 and since then has undergone changes to cater for the full age range of children from 3 to 11. Our school has a well equipped 48 place Nursery. We are a proud member of Unity Schools Partnership and every day we see the benefits that belonging to and contributing to a large, well-established, high regard Multi Academy Trust bring. We were delighted to be recognised as a 'Good' school by OFSTED in 2020.

In September 2020, we were thrilled to open our own SEND Hub to cater for 12 children with a range of complex needs meaning local children get specialist education within their local community.

We strive to personalise a staff professional development, putting you at the centre of your own career pathway. We want to ensure that you achieve your full potential, which in turn ensures the best experiences for the students you are working with. We want to ensure you have a good work life balance and one of the ways we achieve this is by having a two-week autumn half term.

Please do not take my word for the vibrant, friendly and forward-thinking school I have described to you – come and see us for yourself!

We look forward to meeting you.

Best wishes

Graham Almond Headteacher

Our Ethos & Values



Vision

We will develop articulate and thoughtful children – all children will be able to talk confidently about their own ideas and hopes for the future.

We will provide a broad and balanced curriculum all children with leave Burton End with memories of their learning and progress across the curriculum and including music, computing, sport and the arts.

We will have consistently high aspirations – children leave Burton End being able to read, write and apply their mathematical knowledge.

Our RESPECT values underpin all that we do here at Burton End. You will see the values displayed around the school, taught in assemblies and discussed in lessons.

Our RESPECT values:

- Resilience
- Empathy
- Self-Awareness
- Passion
- Excellence
- Compassion
- Teamwork

More information about the school can be found on our website www.burtonendschool.co.uk

However, we encourage you to come and see our school for yourself.





*“Making remarkable
change happen”*

We are Unity



– *Characterised by ethical leadership and ambition for improvement at pace* –

Unity Schools Partnership is a family of 32 schools—9 secondary (including 5 sixth forms), 2 middle, 17 primary and 4 special schools, located predominantly in Suffolk, but also on the Essex and Cambridgeshire borders as well as Romford in East London.

We share the same values and face similar issues, while providing a close network of support and challenge. We recognise the unique characteristics of each of the communities we work in and how they are reflected in distinctive school cultures. We are committed to a partnership that respects, sustains, and supports.

We encourage cultural diversity, celebrate the special qualities of each of our schools and recognise that communities must develop and grow to become sustainable. Our model is about creating interdependence – schools that are more self-sustaining than stand-alone academies, less dependent than local authority schools and more independent than schools in corporate chains.

We all subscribe to a set of shared values, principles and operational processes that ensure quality education for all our young people. Our central belief is that every young life is special – open to possibility, gifted with the potential to change the world for the better. Our ambition is to unlock the potential of all children, remove the barriers that limit aspiration and ensure that all our children succeed.

We will work with schools that can subscribe to these values and who are prepared to take responsibility and share resources with others. This approach is already improving the life chances of pupils in primary, special and secondary schools throughout the trust.



Why be part of the Unity team?

At Unity Schools Partnership our objective is to smash through barriers to make remarkable change happen. We pride ourselves on being an educational organisation that puts children first, going the extra mile for the vulnerable and disadvantaged, and every one of us has an impact on unlocking our pupils' potential. We are committed to providing a working environment where our employees can grow and thrive. We value collaboration, wellbeing, diversity, equality and work-life balance. Throughout our diverse family of schools and within our vibrant central hub we nurture talent, whether you are at the beginning of your career or looking to grow your expertise. With a plethora of business support and school-based roles, we have something for pretty much everyone. You bring the talent, we'll provide the career. Be part of the team and make remarkable change happen.

PERSONAL & PROFESSIONAL GROWTH

We recognise the importance of providing professional development opportunities and support you with a CPD programme to equip you for now and your next steps. Our aim is to retain your talent and so we actively encourage and facilitate movement within the Trust. In fact, 67% of our executive team comes from internal promotions and we have enabled a number of staff to follow their passions and embark on a new career within the Trust. From apprenticeships to leadership training, we offer open doors, not glass ceilings.



MEANINGFUL WORK THAT MAKES A REAL CONTRIBUTION

All roles within the Trust contribute towards ensuring our pupils receive the education they deserve so they can achieve their potential. We rely on our teams to take the initiative to make things better, to work smarter, to collaborate within teams and across teams to be the best we can be, so our pupils can be the best they can be. We facilitate collaborative working across schools and multi-disciplinary projects to share best practice and maximise our skills, talent and knowledge sharing.

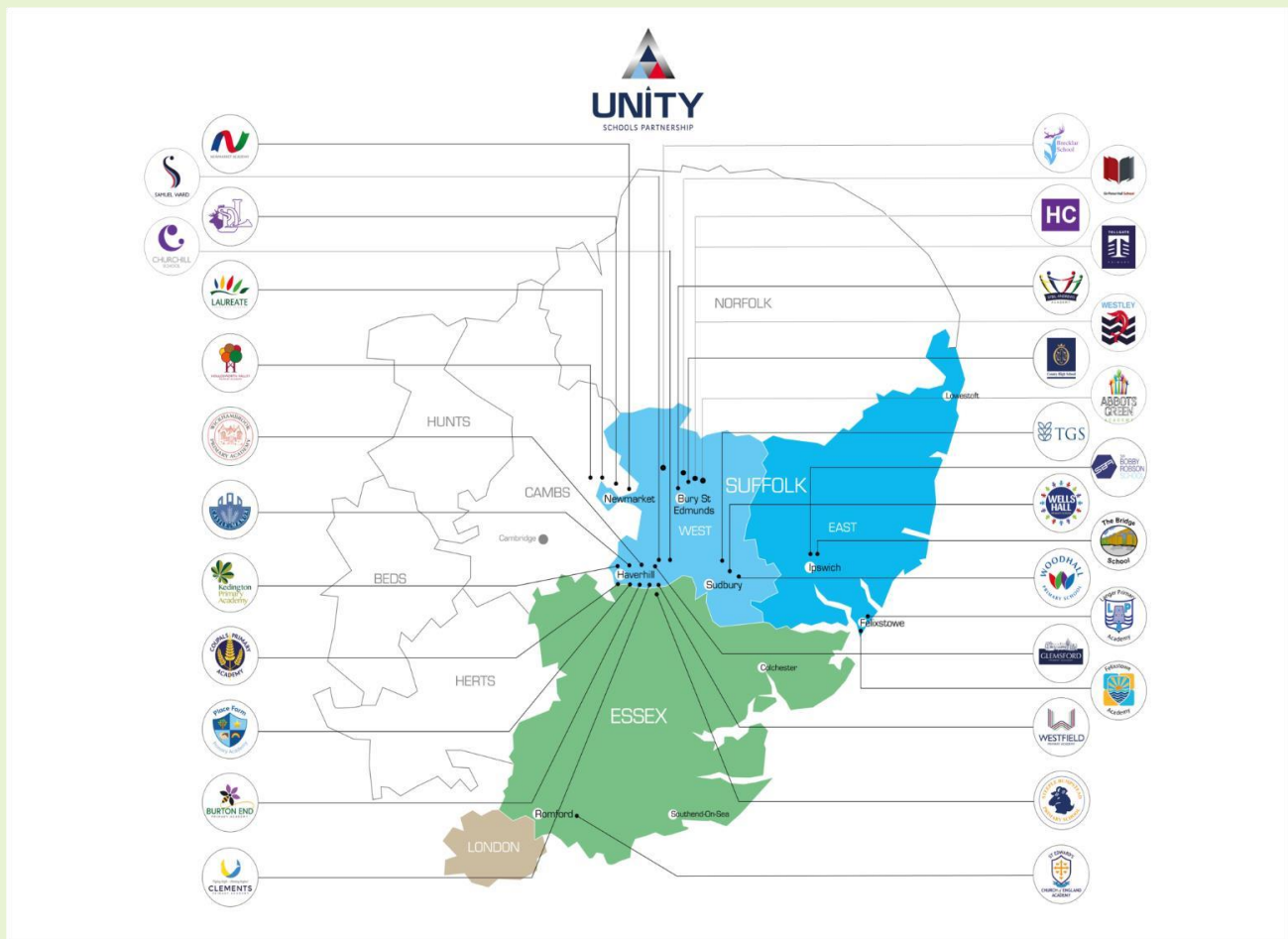


WELLBEING & SAFEGUARDING

Of course, as an educational organisation, safeguarding is front and centre of what we do. But our care extends to our employees too. We value every member of staff as a person in their own right - everyone needs support in different ways and at different points in their lives. We have invested in wellbeing systems to ensure you get the right support at the right time and whenever you need it.



Our Schools



Drawing on research findings from the Education Endowment Foundation and leading educational thinkers, our work supports schools in bridging the gap between research and practice. We provide evidence-informed CPD, share valuable messages and signpost the 'best bets' of research to promote classroom practice that is rooted in evidence.

Unity Teaching School Hub in Suffolk is the designated Teaching School Hub for 180 schools within Forest Heath, St Edmundsbury, Mid Suffolk and Suffolk Coastal. We're committed to providing all schools in the area with excellence in professional learning from Initial Teacher Training through to Executive Leadership, via the Early Career Framework and the National Professional Qualifications. Unity Teaching School Hub aims to grow and nurture great staff, teachers, and leaders, ensuring every pupil, regardless of their background, experiences a great education.



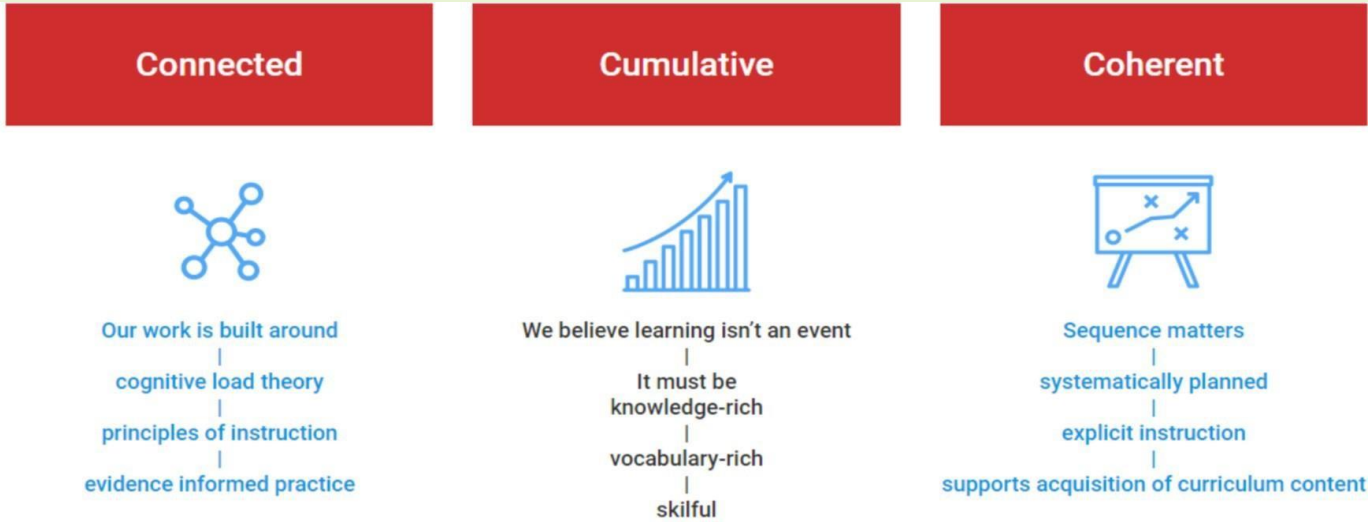
Unity Schools Partnership and our schools are committed to the communities in which we serve, for example our trust wide happy sheds initiative provides essential goods and support to families disproportionately affected by the cost-of-living crisis. In addition, our schools work towards a variety of quality marks and net zero environmental initiatives.

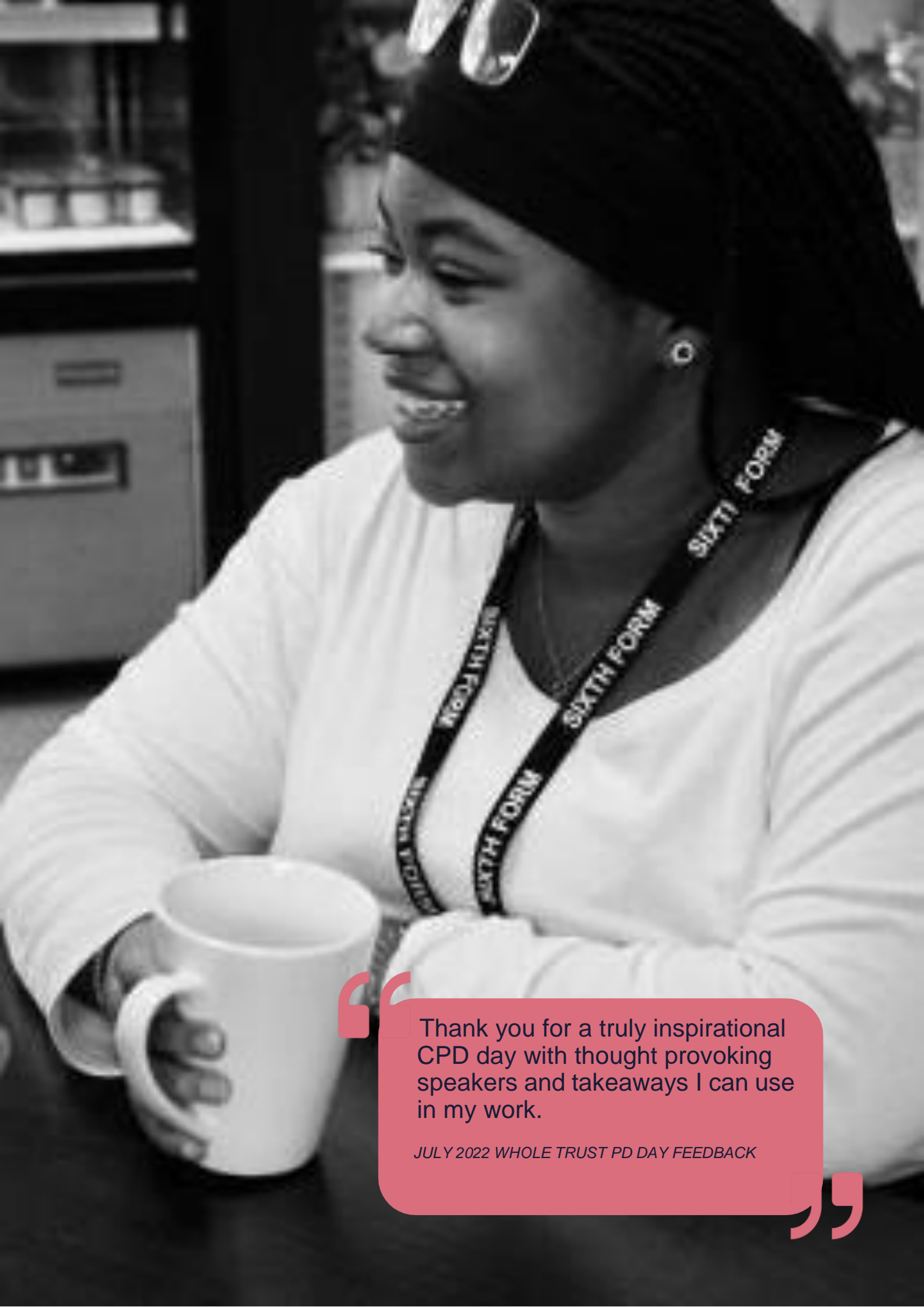


Our Curriculum and Pedagogy

We aim for the best practice anywhere in the country led by successful implementation across the trust. Working together, Trust Leadership, Headteachers and the Central Team support each school in the development of their curriculum. We ensure all students, regardless of background, needs and abilities, have access to the same opportunities. Our school improvement team, including our subject advisers, support our schools across phases to drive forward and ensure parity across our academies.

In our primary schools, we use the CUSP curriculum developed by our trust primary adviser, Alex Bedford, and Lauren Meadows. Our network of schools support each other through sharing resources and our primary subject advisers and specialists are on hand to provide support and share their expertise. Our curriculum is underpinned by evidence, research, and cognitive science. Modules are deliberately sequenced for robust progression and allows teachers to focus on the lesson. There is an emphasis on oracy and vocabulary acquisition, retention and use to break down learning barriers and accelerate progress. A rich diet of language and vocabulary is deliberately planned for. Specific skills are discreetly taught and practised so that they become transferrable. The sequenced modules activate prior learning, build on skills, and deepen knowledge and understanding. Learning, vocabulary and content is cumulative; content is learned, retrieved and built upon. In 2023-24 our trust wide project iLearn will introduce iPads for every pupil in years 4-6 to prepare them for an increasingly digital world and provide equitable access to learning in school and out of school. This will integrate with CUSP and facilitate efficient and effective teaching practice so teachers can attend to what matters.





“ Thank you for a truly inspirational CPD day with thought provoking speakers and takeaways I can use in my work.

JULY 2022 WHOLE TRUST PD DAY FEEDBACK



Staff Benefits and Wellbeing



We want to recruit and retain the very best people in their area of expertise. Everyone who works for the trust contributes towards improving outcomes for children in one way or another. Some have a direct influence and some have an indirect influence, but everyone plays their part.

Our primary focus is the children – smashing through barriers and making remarkable change happen. To make this a reality we have to allow teachers to teach and leaders to lead. Every role within the trust supports them and enables them to concentrate on what matters – high-quality teaching and learning for all our pupils.

With that in mind, retaining quality staff and positively affecting their wellbeing is paramount. We want everyone to feel that they are important and valued in their roles, and that the right people have the right opportunities to progress within the trust. We care deeply about inclusive working practices and diverse teams. If you'd prefer to work part-time or as a job-share, we'll facilitate this wherever we can – whether to help you meet other commitments or to help you strike a great work-life balance. We're keen to ensure we're designing an organisation that works for everyone. We are deeply passionate about equal opportunities and celebrating the diversity of our staff. Our Equality, Diversity and Inclusion Group support a number of activities in schools and across the trust which includes celebrating International Women's Day.

We celebrate professional development and career development. We benefit from a well established Teaching school and access to national experts. We have an active talent management programme to support our staff in their current roles and in their future career within the Trust and beyond. We also offer executive coaching to leaders and executives to assist them with identifying and achieve their professional goals.

The HR department has worked to provide numerous staff benefits, such as Wellbeing Support, Legal Advice Helpline, salary sacrifice electric car schemes, discounted gym membership, Cycle to Work Scheme, 24/7 Help and Advice Line for all family and work aspects. We also offer teacher and local government pension schemes and flexible working.

Work with us. Learn with us. Grow with us.

Staff Benefits and Wellbeing

Staff Wellbeing is prioritised to ensure that all of our colleagues feel valued and supported in the work they do. At Unity Schools Partnership we adhere to the DfE Wellbeing Charter and are pleased to be able to offer a range of employee wellbeing benefits, which include:

Workload reduction commitment including sharing resources, AI via our MIS, and limited communications outside of normal working hours.

Two-week autumn half term.

Staff feel valued and listened to via line management meetings, surveys, professional growth (appraisal) meetings, team meetings and staff forums.

Discounted gym memberships (dependant on location)

Lift gym workouts available via LifeWorks, our employee assistance programme

Access to 'LifeWorks' mental health support

Face to face wellbeing sessions

Self-care resource pack

Annual staff wellbeing survey and wellbeing group

Professional Development

The success of our school is built on the dedication of our staff, and we are passionate about promoting professional development and training and are always looking for innovative ways to provide CPD as well as developmental and leadership opportunities for staff.

At the core of this is an extensive CPD offer which caters for the needs of our staff and students in terms of developing subject knowledge, pedagogy and the wider responsibilities that go with serving our community.

Working closely with the Unity Teaching School Hub, we are able to support career progression through our bespoke middle leaders' programme in addition to being able to offer the full range of NPQs. Key Elements of our CPD offer:

- Instructional Coaching linked to developing pedagogy
- Members of the National College portal
- Professional courses funded via the apprenticeship levy.
- Internal CPD opportunities throughout the academic year
- Strong links with the Unity Teaching School Hub
- Access to NPQs
- Trust wide professional development and wellbeing day
- Trust wide leadership events
- Our Unity Research School provides evidence informed CPD for our staff and neighbouring schools

Unity Schools Partnership has created a subsidiary trading company Unity Schools Partnership Education (UE). Having a separate legal entity that is free to trade independently with other commercial organisations as well as schools, gives scope and opportunities for greater impact and reach within the wider sphere of education. The ability to generate income from outside normal educational funding streams, allows the Trustees and the Executive team to consider wider opportunities which may have sat beyond the parameters of a multi-academy trust, giving greater scope to invest more into its income generating activities, with the scope to deliver even greater outcomes for children and young people. The values embedded within UE are built upon the foundations of the values within the trust and complement the ethos of "making remarkable change happen." UE has remitted over £0.5m back into Unity Schools Partnership schools through the development of a tutoring brand, the on-going curriculum development work and consultancy. By working with Unity Schools Partnership, you may have the opportunity to work on a commission basis beyond a standard career in education and develop some ideas of your own.



TEACHING STAFF
JOB DESCRIPTION

ROLE TITLE	Class teacher
LOCATION	Burton End Primary Academy
GRADE / SCALE POINT – SALARY	MPS
REPORTING TO	Headteacher

INTRODUCTION

All Unity Schools Partnership schools embrace a strong set of values which ensure that pupils learn how to take their place in modern Britain. Every member of staff is required to uphold and promote the values of the Trust in every aspect of their work performance.

All members of teaching staff are responsible personally and collectively for supporting students in becoming confident individuals, successful learners and responsible citizens, through:

- a) Modelling the core values of the school and wider Trust at all times;
- b) Nurturing pupils' passions and interests and stimulating their intellectual curiosity;
- c) Continuously raising pupils' aspirations and self-esteem;
- d) Contributing to the wider range of opportunities offered by and for the school community;
- e) Assuming responsibility (as required) for the learning progress of a specific group of individual pupils;
- f) Ensuring high outcomes for a cohort of pupils

All teachers are required to meet the national standards for teachers according to their role.

JOB PURPOSE

To actively pursue the agreed aims of the school and wider Trust, maintaining an outstanding educational ethos, care for the pupils and respect for colleagues whilst undertaking all duties in a professional manner. There is an expectation all staff colleagues will secure a good or better education for all pupils and the continuous improvement of teaching and learning in the school.

KEY TASKS & RESPONSIBILITIES

As Class Teacher:

- a) Teach at the direction of the Headteacher, implementing agreed planning, assessment and target setting;
- b) Teach the National Curriculum subjects and RE as well as working with others to provide curriculum enrichment for pupils;
- c) Provide an outstanding professional model within the classroom;
- d) Provide an inclusive and personalised curriculum which meets the needs of the children,
- e) including those with Special Educational Needs and/or Disabilities and the most able;
- f) Carry out assessment, recording, monitoring and record keeping according to school policies, maintaining appropriate records which monitor the progress of the pupils and providing regular feedback to pupils in line with the Feedback & Marking Policy;
- g) Complete any relevant class termly and half termly assessment records, using school systems;
- h) Provide information for parents, including (but not limited to) annual reports and the completion of the relevant sections of pupils' planners;
- i) Develop strong - home school links with families of children in the class;
- j) Manage and monitor the work of other adults in the classroom;
- k) Liaise closely with the SEN Team regarding the learning needs of specific pupils;
- l) Liaise closely with the Raising Standards Lead regarding the achievement of pupils towards end of year group assessments;
- m) Play an active role in the full life of the school;
- n) Make effective use of PPA time to raise standards;
- o) Lead assemblies as required.

SAFEGUARDING

Unity Schools Partnership is committed to safeguarding and promoting the welfare of children and young persons at all times.

The post holder, under the guidance of the Headteacher, will be responsible for promoting and safeguarding the welfare of all children with whom he/she comes into contact, in accordance with the

Trust's and the school's safeguarding policies. The post holder is required to obtain a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).

GENERAL

- a) Take active responsibility for personal continuous professional development;
- b) Take ownership of individual performance management, keeping a continuing professional development portfolio;
- c) Maintain consistent high standards of professional conduct, tact and diplomacy at all times in dealings with pupils, parents, staff colleagues, external agencies and any other visitors to the school or wider Trust;
- d) Maintain absolute confidentiality and exercise discretion with regard to staff / pupil information and the Trust's business at all times;
- e) Act as an ambassador for the School and the wider Trust within the local community and beyond, ensuring that the ethos and values of the Trust are promoted and upheld at all times.

The list above is not exhaustive, and you may be required to undertake any other reasonable tasks and responsibilities which fall within the scope of the post as requested the Headteacher, a member of the Senior Leadership or Trust Executive Leadership Teams.

Unity Schools Partnership has developed a framework for supporting effective practice which will be used to support staff professional development and this job description is subject to change at the discretion of the trust.

PERSON SPECIFICATION Class teacher

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> - Second class degree or higher - Relevant Teaching Qualification - English and Mathematics at G.C.S.E./'O' Level or equivalent and/or sound Literacy and Numeracy skills (ITT accreditation test level) 	
Experience and Knowledge	<ul style="list-style-type: none"> - High levels of primary/EYFS subject knowledge and knowledge of statutory requirements relating to the relevant Key Stage(s) curriculum - Evidence of positive impact on pupil outcomes in the relevant Year group - Evidence of effective team working 	
Key Skills and Attributes	<ul style="list-style-type: none"> - Positive disposition to implementing the schools' educational vision; - Willingness to work across the Trust's primary schools to secure high attainment for all children in the relevant Year Group, Key Stage(s). - Ability to promote and ensure the school/academy vision is understood and acted upon by individuals in their team - Understanding of the management of change processes - Ability to maintain a consistent and continuous focus on pupil achievement - 	<ul style="list-style-type: none"> - Experience and understanding of IT as a tool to support learning
Other Qualities	<ul style="list-style-type: none"> - Able to develop genuine, empathetic relationships with young people - High personal standards in terms of attendance, punctuality and meeting deadlines - High level of personal organisation skills Good communication skills, both written and spoken - Solution focused disposition and a positive attitude particularly to challenge and change - Understanding of and commitment to Equal Opportunities issues and principles and the need to apply an equal standard of care to all pupils - Positive disposition towards inclusion of all pupils including those with learning difficulties in mainstream learning and education - Able to work as part of a broader inclusion and pupil support system 	<ul style="list-style-type: none"> - Evidence of participating in and developing extra-curricular activities

	<ul style="list-style-type: none">- Ability to work as a team player and supportive of team working- Ability and willingness to develop own understanding and capability through advice and training- Ability to work without constant supervision, to provide assistance as and when required, to seek tasks when unoccupied and think clearly and calmly in an emergency - Understanding of the principles of accountability and quality assurance to achieve best possible pupil outcomes	
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How to apply

If you wish to discover more about this exciting opportunity, or need any further information, we encourage you to book a visit to the school by calling us on 01440 702376 or emailing: admin@burtonendschool.co.uk

Please visit unitysp-careers.co.uk to

The registered office is at Unity SP Offices, Park Road, Haverhill, Suffolk, CB9 7YD