BRAMHOPE PRIMARY SCHOOL
COLLABORATIVE LEARNING TRUST

CLASS TEACHER

INFORMATION FOR APPLICANTS

MPS/UPS

Permanent, Full Time

Required for 1st September 2026

COLLABORATIVE LEARNING TRUST

Working Together to Secure Success

CLASS TEACHER

Location:	Bramhope Primary School
Contract:	Permanent – Full Time
Closing Date:	Sunday 26th April 2026
Selection Day:	w/b Monday 4th May 2026

CLASS TEACHER

Thank you for your enquiry regarding this post.

Please look on the school's website https://www.bramhopeprimary.co.uk/ for more information about the school and for relevant policies e.g. Child Protection etc.

You will find in this booklet:

- Information about the post
- Information from the headteacher
- Job Description
- Person Specification
- Guidance for completing the application form

If you have a disability and require this information in a different format, for example, Braille, larger print or on CD, please contact the school:

admin@bramhopeprimaryschool.co.uk

The closing date for applications is **11:59pm on Sunday 26th April 2026**. Please note that it is our policy not to accept late applications. Shortlisting will commence immediately and it is anticipated that interviews will take place **week commencing Monday 4th May 2026.**

Following the closing date, a recruitment panel will review the information provided and consider how well it matches the person specification. Shortlisted candidates will then be invited in for interview and references taken. The interview day may include completing a written task, meeting with pupils and leading a small group activity, as well as a formal interview.

The school is committed to safeguarding and promoting the welfare of our pupils and we expect all staff and volunteers to share this commitment. All appointments will be subject to an Enhanced Disclosure and Barring Service check.

We aim for diversity within our workforce. Applications are welcome from all, irrespective of sex, sexual orientation, gender identity, race, religion or belief, marital status, age or disability.

All Collaborative Learning Trust schools are non-smoking/vaping sites.

Please note it is the Trust's policy that reimbursement will not be made with regard to candidates' expenses.

INFORMATION ABOUT THE POST

We are wishing to appoint, for September 2026, an enthusiastic, committed and highly motivated Primary teacher on a full-time, permanent basis.

Whilst we expect all our staff to be subject leaders, we are not specifying an area for subject leadership and are keen to hear what each candidate's strengths are. Similarly, we are not specifying an age group and are open to applications from candidates who have experience with reception, key stage one and/or key stage two.

More importantly, we are looking for an individual who is committed to further developing their practice and creating a wholly inclusive school culture; someone who has high expectations and strives to meet the needs of all pupils.

INFORMATION ABOUT COLLABORATIVE LEARNING TRUST

Currently the Trust comprises:

1. Prince Henry's Grammar School, Otley, Leeds
2. Bramhope Primary School, Bramhope, Leeds
3. St Mary's Church of England Primary Academy, Hunslet, Leeds
4. Micklefield Church of England Primary Academy, Micklefield, Leeds
5. All Saints Church of England Primary School, Little Horton Green, Bradford
6. Trinity All Saints Church of England Primary School, Bingley
7. Ashfield Primary School, Otley, Leeds
8. St Oswald's C of E Primary School, Guiseley, Leeds
9. The Whartons Primary School, Otley, Leeds (*expected to join May 2026)*

VISION

The Collaborative Learning Trust will be recognised as a highly successful learning community that provides outstanding, sustainable, and inclusive 'nursery to 19' education for young people of all abilities. Students will leave Collaborative Learning Trust schools having enjoyed their education and developed into lifelong independent learners with the creativity, adaptability, resilience and leadership skills to contribute to, and succeed in, our 21st century society.

Our vision is underpinned by the following values:

- **Education for the common good of the whole community** – supporting the development of lifelong independent learners with the creativity, adaptability, resilience and leadership skills to contribute to society
- **Education for dignity and respect** – a focus on equality for all, trust, integrity, respect and an appreciation of diversity
- **Education for wisdom, knowledge and skills** – high quality teaching and learning designed to secure the 'all round' education of young people and engender a passion and enthusiasm for learning
- **Education for hope and aspiration** – a culture of aspiration and success (in students, staff and governance)

This will be achieved through:

- A commitment to a genuinely collaborative approach to ensure sustained school improvement towards the vision
- Strong ethical leadership and behaviour at all levels
- Autonomous ethos and identity for each school, whilst sharing core values and vision across both church and non-church schools
- Effective staff professional development and opportunities for excellent practitioners to develop their career

'The Trust has signed up to the Yorkshire and Humber Climate Action Pledge, making a commitment to protecting the climate and nature'

INFORMATION FROM RACHEL COLBOURN: HEADTEACHER, BRAMHOPE PRIMARY.

Dear Applicant,

Thank you for your interest in becoming our class teacher. Bramhope Primary is an exceptional, oversubscribed school with a reputation for providing an all-round education.

Bramhope is a friendly, welcoming school and an important part of the village. Our experienced, enthusiastic staff enjoy working as a team to support and challenge each other to 'Belong, Be Your Best, Be Bramhope'. We pride ourselves on how well our staff know each child as an individual and want every child to feel that they belong to our school. We are fortunate to have a culture where parents seek to be involved in their children's learning, and an active PTA which organises regular events and raises funds for whole school projects.

Children enjoy coming to Bramhope school and demonstrate a love of learning. They are confident and aspire to do well. All staff place an emphasis on achievement through effort. We expect all our children to work hard and we are proud of our SATs results. We seek to ensure that children have a solid understanding of the core subjects of English and Maths but also believe in offering a balanced curriculum.

Bramhope has fantastic playing fields, a large school garden and a private nursery on site. We believe it is important that all our children have a variety of opportunities throughout their primary education and seek to offer a full range of extra-curricular activities and leadership opportunities. Many children take part in weekly sports clubs. We offer individual and group music lessons and have a school choir. We place an emphasis on growing leaders of the future and have a school magazine and a School Council who get involved in decision-making. Our Year 6 classes contribute to school life within their roles as School ambassadors, Eco Councillors, House Captains, Reading Ambassadors and more.

Bramhope has a history of working in partnership with local schools and is part of a 'Family of schools' network which meets and works together throughout the year. We are also part of a multi academy trust – the Collaborative Learning Trust - founded on our existing strong school relationships in Yorkshire.

If you would like to learn more about life at Bramhope, please explore our website. You will be invited to tour our school if you are shortlisted for interview.

I look forward to meeting you.

Rachel Colbourn

COLLABORATIVE LEARNING TRUST EMPLOYEE BENEFITS

The Collaborative Learning Trust promotes employee well-being across all of our schools. Our well-being charter defines well-being as "The State of being comfortable, healthy and happy". We understand that the responsibility for well-being is shared across all members of our community and it aligns perfectly with the values of our Trust.

One of the many ways we implement this is through our fantastic employee benefits which include:

Employee Assistance Programme:

A 24/7 confidential advice and counselling helpline available at no cost to all employees.

Pension Scheme:

We offer a fantastic teaching and support staff pension scheme.

Cycle to work scheme:

Spread the cost of a new bike over 12 or 24 months through salary sacrifice (terms and conditions apply).

Home and Tech scheme:

Spread the cost of a Curry's or Ikea gift card over 12 months through salary sacrifice (terms and conditions apply).

bYond:

A pre-paid card that lets you earn cashback when shopping at your favourite stores.

Extras discounts:

Save up to 10% on the upfront cost of a wide range of big-brand gift cards.

Tastecard Promotions:

Discount on an annual subscription which allows you to Save up to 50% off at hundreds of participating restaurants.

RAC Membership Cover:

A 12-month salary sacrifice offering different levels of cover options for up to 4 vehicles (terms and conditions apply).

JOB DESCRIPTION: CLASS TEACHER

Name:	
Job Title:	**Class Teacher**
Salary Grade:	**MPS/UPS**
Contract Type:	**Permanent – Full time**
Responsible to:	**Headteacher**

PURPOSE OF THE JOB

As with all Job Descriptions, the role is discussed between the post-holder and the Headteacher, to whom all teachers are directly responsible. The job description does not remove the teacher's obligation to undertake his or her professional duties under the reasonable direction of the Headteacher; rather it indicates how these duties are expected to apply to the teacher's work in the school.

Each class teacher is responsible for carrying out the duties of a teacher as set out in the current copy of The School Teachers' Pay and Conditions Document and to meet the Professional Standards for Teachers. Specific duties of a teacher at Bramhope Primary School are detailed below.

MAIN DUTIES

To promote the whole school vision and values and to positively promote and contribute to the team ethos of the school.

To plan, prepare and teach an appropriate programme of work for the children which:

- engages the children in learning
- takes account of each child's individual needs through differentiation of expectation/task
- considers the needs of the child in all aspects of development
- has a commitment to a knowledge-based curriculum and the celebration of children's contributions
- enables the children to develop independence
- ensures the child makes progress
- fulfils the National Curriculum requirements
- is in line with whole school policies
- demonstrates an awareness of decisions made by the Government, LA, Governing Body and Support Agencies

To assess and evaluate the children's work and provide school data which is:

- in line with the National Curriculum requirements
- uses formative and summative assessments

- enables the tracking and monitoring of progress and informs the setting of targets
- forms the basis of professional dialogue with colleagues, parents, support Agencies and partner Schools etc
- available to parents and used to report on the child's progress
- To ensure that all the children within the class have equal access to the experiences and opportunities provided
- To lead a subject area across the whole school
- To take an active part in all meetings
- To have high expectations of the children in work, attitude, behaviour and learning behaviours
- To have pastoral care of the teaching group, supporting the whole school ethos, by:
    1. being a good role model for the children in all personal qualities
    2. fostering the positive self-image of each child through praise and encouragement
    3. respecting each child and ensuring that the children know they are valued
- To report any cause for concern regarding welfare and safeguarding of children
- To ensure that Teaching Assistants are appropriately directed when supporting learning
- To continue to develop both personal and professional, keeping up to date with research and developments in pedagogy and the curriculum
- To undertake any other reasonable duties as commensurate with the post as determined by the Headteacher

Job descriptions may change and/or be amended, the postholder may be required to fulfil other duties commensurate with the role.

HEALTH & SAFETY

All staff will make themselves familiar with the requirements of the Health and Safety Policy which are relevant to their work.

SAFEGUARDING

Collaborative Learning Trust is committed to promoting and safeguarding the welfare of all children and expect all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure and Barring Service (DBS) checks.

In line with KCSiE 2025, we will carry out an online search as part of our due diligence on shortlisted candidates. This may help identify any matters that are publicly available online, which we might want to explore with you at interview.

Signed ……..

Date……

PERSON SPECIFICATION – CLASS TEACHER

Title of Post	Class Teacher
Specification Prepared By	HR Assistant
Date	March 2026

Qualifications		**Essential/ Desirable (E/D)**	**How Identified**
1.	Qualified Teacher Status	E	Application and Selection process
2.	Evidence of continuing and recent professional development relevant to the post	E	

Experience and Professional Development		**Essential/ Desirable (E/D)**	**How Identified**
1.	Successful teaching record	E	Application and Selection process

Knowledge		**Essential/ Desirable (E/D)**	**How Identified**
1.	Understanding of equality of opportunity issues and how they can be effectively addressed in schools	E	Application and Selection process
2.	Knowledge and understanding of current theory and best process practice in learning and teaching, particularly relating to high achievement and attainment	E	
3.	Understanding a diverse range of teaching and learning styles and techniques	E	
4.	Good understanding of the importance of culture and ethos and how this impacts on morale, high expectation and high standards	E	

5.	Good understanding of effective procedures for managing and promoting positive behaviour among children	E	
6.	Good understanding of the role of parents and the community in school improvement and how this can be practised and developed	E	
7.	Clear understanding of data analysis and the important impact this can have on achievement and attainment	E	
Skills and Abilities		**Essential/ Desirable (E/D)**	**How Identified**
1.	Ability to effectively teach Primary children	E	Application and Selection process
2.	Ability to promote the school's aims positively	E	
3.	Ability to develop and sustain good working relationships with colleagues, making an effective contribution to high morale	E	
4.	Ability to establish and develop close working relationships with parents, governors and the community	E	
5.	Ability to communicate effectively (both orally and in writing) to a variety of audiences	E	
6.	Ability to create a happy, challenging and effective learning environment	E	
7.	Ability and keenness to promote the school's positive culture and ethos	E	
8.	Good organisational skills	E	
Personal Attributes		**Essential/ Desirable (E/D)**	**How Identified**
1.	A commitment to positive teamwork and collaboration to achieve results	E	Application and Selection process
2.	A commitment to continuing professional development	E	

3.	Professional demeanour and appearance with the ability to maintain confidentiality	E	
4.	Boundless enthusiasm, determination and drive to inspire others to achieve high standards	E	
5.	A personable nature to build effective relationships with parents and members of the school community	E	
6.	A lively, creative and good-humoured approach to all aspects of teaching, management and leadership	E	
7.	An appetite and stamina for challenging work	E	
8.	A solution-focused mindset and determined "no excuses" approach to raising standards	E	
9.	Commitment to upholding the schools' and the Trust's ethos, values, policies and procedures	E	
Equal Opportunities		**Essential/ Desirable (E/D)**	**How Identified**
1.	Acceptance of, and a commitment to, the principles of the schools' and the Trust's equal opportunities policies and practices as they relate to employment issues and to the delivery of services to the students and community	E	Application and Selection process
2.	Commitment to equal opportunities policies relating to all protected characteristic in an educational context	E	
Safeguarding		**Essential/ Desirable (E/D)**	**How Identified**
1.	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	E	Selection process and completion of an Enhanced DBS check
2.	Has appropriate motivation to work with children and young people and can relate to them	E	
3.	Displays commitment to the protection and safeguarding of children and young people	E	

4.	Good knowledge and understanding of the importance of safeguarding students and the welfare of staff and the action to take to support this	E	
Personal Circumstances		**Essential/ Desirable (E/D)**	**How Identified**
1.	Legally entitled to work in the UK	E	ID and Enhanced DBS and criminal background check
2.	No contra-indicators in personal background or criminal record in showing unsuitability to work with children/young people/ vulnerable clients/ finance	E	
3.	Willingness to complete a Pre-Employment Health Declaration if appointed	E	Health Declaration
4.	Willingness to work additional hours, occasionally, if required for the successful operation of the Trust	D	

Collaborative Learning Trust is committed to promoting and safeguarding the welfare of all children and expect all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure and Barring Service (DBS) checks.

GUIDANCE FOR COMPLETION OF THE ON-LINE APPLICATION FORM

Please complete the application form in full, giving as much information as possible and answering **all** questions before submitting the application.

REFERENCES

Please supply details of two referees, one of which must be your current or most recent employer. If you are currently working in a school setting then one of the referees must be the current Headteacher. Friends and family cannot be used as referees.

If you are not currently working with children, but have done so in the past, then an additional reference from that employer will be required.

Safer Recruitment procedures require that we contact at least one referee before interview.

EMPLOYMENT HISTORY

Please list previous appointments in sequence, current or most recent first. Please include your salary grade in the Position Title e.g. Reception Teacher M4 + TLR2A. Please also include at the end of the Responsibilities section the reason why you left the post e.g. promotion, relocation etc. Please also list other work experience and the details and nature of the work/activity. If you were not in work at any time please give details of what you were doing e.g. Gap Year Jan 2011-Jan 2012, Unemployed July 2010–December 2010 etc.

EDUCATION HISTORY

Please ensure that you advise all your qualifications, in date order current or most recent first, including those obtained at school. Please advise the grade achieved with regard to degree qualification i.e. BA in History 2:1. Please list all A levels together in one box and in another box list all GCSEs together, along with the grades obtained.

OTHER COURSES OR PROFESSIONAL DEVELOPMENT

Please include any professional development that may be relevant including dates and grades obtained.

INFORMATION TO ADDRESS THE PERSON SPECIFICATION

Please use the sections provided to detail your Skills & Abilities, Knowledge and Experience as described in the Person Specification and relevant to the Job Description. You can use the Additional Information section to detail anything else that you feel is relevant to the role and why you feel you would be an ideal candidate for this post.

STATEMENT ON THE RECRUITMENT OF EX-OFFENDERS

- As an organisation which is exempt from the Rehabilitation of Offenders Act and using the Disclosure & Barring Service to assess applicants' suitability for positions of trust, we comply fully with the DBS Code of Practice and undertake to treat all applicants for positions fairly. We do not discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.
- We are committed to the fair treatment of our staff, potential staff or users of our services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background
- We actively promote equality of opportunity for all with the right mix of talent, skills, and potential and welcome applications from a wide range of candidates, including those with criminal records. We select all candidates for interview based on their skills, qualifications, and experience.
- All applicants who are offered employment in a school will be subject to an Enhanced Disclosure and Barring Service (DBS) check. This will include details of cautions, reprimands and warnings as well as spent and unspent convictions. An enhanced disclosure may also contain non-conviction information from local police records which a chief police officer thinks may be relevant. A statement advising that a Disclosure will be requested in the event of the individual being offered the position will be shown in all job adverts and recruitment packs.
- We can only ask an individual to provide details of convictions and cautions that we are legally entitled to know about. Applicants must therefore disclose all spent and unspent convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) order 1975 (as amended in 2013).
- We ensure that staff involved in recruitment have received appropriate guidance on the relevant legislation relating to the employment of exoffenders (e.g. the Rehabilitation of Offenders Act 1974 and its amendments in 2013) and know how to access advice and support.
- You will have the opportunity for an open and measured discussion on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment or disciplinary action which could result in dismissal.

- We make every subject of a DBS check aware of the existence of the DBS Code of Practice and make a copy available on request.
- We undertake to ensure that any matter revealed in a Disclosure is discussed with the person seeking the position before withdrawing a conditional offer of employment.

Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

BRAMHOPE PRIMARY SCHOOL
COLLABORATIVE LEARNING TRUST

0113 267 1222
admin@bramhopeprimaryschool.co.uk
www.bramhopeprimary.co.uk
Breary Rise
Bramhope
LS16 9AL

A PROUD PART OF

COLLABORATIVE
LEARNING TRUST

Working Together to Secure Success