



**WE ARE** ASTREA

**CLASS TEACHER (EYFS)**  
**APPLICANT BRIEF**

**GREENGATE LANE ACADEMY**  
*Part of*  
**ASTREA ACADEMY TRUST**





## Open Letter from Principal

Dear Candidate

Thank you for your interest in the position at Greengate Lane Academy, part of the Astrea Academy Trust.

We are located in the North of Sheffield in the High Green area of the city. We are a one form entry school with a Foundation Stage Unit catering for our F1 and F2 children - Currently we have 175 children on roll.

We are very proud of our children and their achievements which are based on aspiration and high expectations among all the staff, children and parents who work together to provide the best possible experiences and education.

We aim to provide a relevant curriculum which inspires our children to develop not only the key aspect English and Maths understanding but also the personal attributes of resilience, fairness, honesty and the ability to challenge themselves in a safe environment where children are encouraged to take creative risks and to forge their own learning in ways they find interesting.

We value collaboration and support with and from a number of sources. We work with the trust and other agencies to seek out best practice, based on research and to make it relevant to our school. We value staff development as a major keystone to enable the school to improve and progress. Our staff are able to work alongside each other to develop research based projects. Many of our teachers work with other schools to develop aspects of work as well as developing their own leadership skills within school. In short, we work hard and value the work we do. We know it makes a difference to our children and the community we serve.

As a prospective member of staff at Greengate Lane we hope that you feel you have something to bring to the school which will enhance our work and in return we will be able to support you in the next stage of your career.

You are welcome to visit the school, ask questions or discuss any aspect of our work.

**Kara Robinson**  
**Principal at Greengate Lane Primary Academy**



## JOB DESCRIPTION

<b>SALARY</b>	Unqualified Scale 1 - 4
<b>CONTRACT TYPE</b>	Permanent
<b>WORKING PATTERN</b>	5 days per week,
<b>HOURS PER WEEK</b>	32.5 hours

### Purpose

To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area.

### Key Accountabilities

- Ensure that school policies, in relation to effective learning, are successfully implemented to secure a well ordered and disciplined teaching and learning environment that leads to students making outstanding progress.
- Provide overall direction for student learning, ensuring that provision is made for students of all abilities, that they are effectively taught and that learning and achievement over time are evident. Work with other staff in contributing to the total learning of students including extension and enrichment activities.
- Follow the principles of the school's curriculum planning and development framework in preparing, delivering and developing with others (staff and partners from industry and commerce) aspects of the curriculum. Ensure that the curriculum incorporates contextual learning, using a range of educational and business partners which engage and enthuse pupils.  
Set and maintain high standards, expectations and aspirations for both staff and students, ensuring that they are treated with dignity and respect, and that they receive appropriate guidance, support and recognition.
- Ensure the preparation, planning and delivery of the agreed learning programmes, utilising flexible approaches to learning including the application of E learning. Be a role model in the teaching of classes.
- Ensure that teaching and learning meets the needs of learners impacting significantly upon student attainment and achievement. Meet all requirements in the Teachers Standards.
- Through mentoring and support of pupils, coupled with a deep knowledge of their family and background, develop every pupil as an individual who is part of this unique family.
- Develop and implement school evaluation procedures to monitor and evaluate the quality of planning, teaching and learning and assessment. Evaluate levels of attainment and achievement of all areas within your remit against both school targets and nationally recognised benchmarks.
- Contribute to the delivery of exciting and innovative project-based learning through developing schemes of work and delivering curricular content.
- Ensure that effective relationships and communications are developed and maintained with all stakeholders including parents and carers, governors, primary schools and others.



- Data Use data effectively to plan and teach

### Key Responsibilities

- To plan programmes of work for pupils in co-operation with teaching colleagues within the team in order to ensure that all children are taught by members of that team experience similar learning opportunities
- To plan work matched to the individual needs of children and within the school's agreed policy and schemes of work
- To produce written records of such planning in accordance with school policy
- To assess and record pupil's achievements and progress within the statutory requirements and school's assessment policy and report to parents
- To contribute to meetings, discussions and management systems necessary to ensure the co-ordination of the work of the school as a whole
- To ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently
- To contribute to the ideas within and the implementation of the School Improvement Plan
- To supervise the use of support staff relevant to the class.
- To contribute to the provision of a safe and secure learning environment.



# PERSONAL SPECIFICATION

## Experience

- Successful teaching experience or evidence of successful completion of initial teacher training
- Successful classroom experience in a primary setting

## Qualifications

- Early Years Teacher Status
- Evidence of participation in professional development or study
- Commitment to ongoing and professional development
- Knowledge of the National Curriculum requirements
- Understands and values the processes of planning monitoring and evaluation as an aid to raising standards

## Behaviours

- Excellent classroom practitioner
- Ability to relate to and motivates pupils
- Works well within and contributes to team development
- Ability to work under pressure and recognise and manage stress
- Highly organised
- Good written and oral communication skills
- The ability to interpret statistics to support academy improvement
- Enthusiasm and determination
- Responds effectively to daily challenges
- Clear knowledge of and commitment to Safeguarding

## This is not exhaustive.

*Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing [recruitment@astreaacademytrust.org](mailto:recruitment@astreaacademytrust.org)*