

Parish C.E. Primary School, Part of Aquinas

<http://www.parishceschool.com/>

www.aquinastrust.org

Application Pack

Class Teacher– Fixed Term/Maternity Cover

For: 15th April 24

Class Teacher– Fixed Term/Maternity Cover

Parish Church of England Primary School are looking to appoint an enthusiastic and inspiring EYFS and KS1 teacher who will become fully committed to our ethos. We can promise you no two days will be the same, that our children are challenging but highly rewarding and you will enjoy coming to work.

Our ideal candidate will:

- Be an outstanding EYFS and KS1 teacher who is committed to raising standards with high expectations for all pupils.
- Have secure knowledge of the national curriculum and statutory assessments.
- Be a team player who has the capacity to work well with other colleagues and involve themselves fully in the life of the Trust/Academy.
- Be an inspirational and enthusiastic teacher, with a sense of humour and the ability to engage all children in their learning.
- Be understanding and supportive of the Trust's Christian ethos.
- Possess effective ICT skills and be open to new uses of technology in the workplace;
- Be committed to continuing professional learning;
- Hold a good honours degree along with qualified teacher status.

In return, we offer:

- A happy community committed to providing the best education for our pupils built upon a strong sense of belonging and mutual respect, giving our children the freedom to flourish and succeed.
- Professional development of all colleagues.
- A distinctive local context ensuring we place inclusivity at the heart of all we do.
- A skilled and experienced team of professionals.
- A school in which the pupils flourish in an open, supportive environment and achieve high standards as a result.

Parish CE Primary School is committed to safeguarding the young people in our care and we expect all our staff to share this commitment. The successful applicant will be required to undergo an enhanced DBS check. As an employee of the Aquinas Church of England Education Trust you are required to have regard to the character of the Trust and its foundation and to undertake not to do anything in any way contrary to the interests of the foundation

PARISH CHURCH OF ENGLAND PRIMARY SCHOOL

Parish Church of England Primary School is a 3-form entry school, which is thought to be the oldest educational establishment in the London Borough of Bromley, dating back to a 1716 Charity Foundation.

In September 1986, the school transferred, along with the pupils and staff of St Mary's Church of England Primary School, to its current location - a renovated eighteenth century mansion known as Plaistow Lodge. This is a listed building, which stands in its own grounds in London Lane. This along with a new suite of 12 classrooms, a separate reception block, a gym and our field enable us to provide a unique, exciting and fulfilling education for our pupils.

Our school is part of the Aquinas Multi Academy Trust. Formed in 2013, the Aquinas Trust aims to offer its learners an education where individuality is celebrated, talents are nurtured and progress is sustained from early years to A levels. With expertise shared across phases and every academy placing Christian values, scholarship and excellence at its heart, our academies strive to ensure every learner succeeds and fulfils their God-given potential. By sharing professional expertise, learning from each other, the Trust offers its learners an education without glass ceilings.

As a church school we endeavour to teach our children about the Christian faith through our Acts of Collective Worship and through the way we live and work together. God is at the heart of our school life as we focus on our core values of integrity, honesty, respect, generosity, trust and care.

At Parish we believe that is important that children receive a broad and enriching curriculum, which prepares them for the next phase of their education, and we continue to strive to achieve this. Whilst standards in Numeracy and Literacy are important, we encourage children to learn about the wider world through the International Primary Curriculum and enable them to enjoy a range of musical and sporting activities both during the day and through after school clubs. We value each and every talent and skill not just of the pupils but also of all of our staff, and we seek to nurture and develop every individual.

SCHOOL CONTACT DETAILS

Parish C.E. Primary School
London Lane,
Bromley,
Kent,
BR1 4HF

02084607336 / admin@parish.bromley.sch.uk

Head teacher: Mrs. Rachel Coleman

THE APPLICATION PROCESS AND TIMETABLE

CLOSING DATE

You are invited to submit an application form, available with this pack, along with a personal statement outlining your suitability for the role against the person specification and job description.

- Closing date for applications: **5th February 2024**

SHORT LISTING

The candidates selected for interview will be informed after short listing and full details of the interview programme will be provided. If you have not heard anything from us after the interview date below, please assume your application has not been successful.

Shortlisted candidates will be asked to bring appropriate identification with them to interview. For the purpose of DBS clearance, only copies of the successful applicant's identification will be retained. All candidates should provide two references. Permission should be sought prior to including any referee on your application form. Shortlisted candidates may have their references taken-up before any interview – unless explicitly requested in your application.

INTERVIEWS

Candidates will be invited for interview.

- Interviews and task activities **To be confirmed**

APPOINTMENT

All candidates will be contacted following interview.

- Appointment to commence: **15th April 2024**

APPLYING

Please send your application, outlining your suitability for the role against the enclosed person specification and job description, by email to aquinas.recruitment@aquinatrust.org Alternatively, submit your application to the HR Officer, Aquinas, Magpie Hall Lane, Bromley, BR2 8HZ.

All sections of the form should be completed as clearly and fully as possible. Please note CVs will not be accepted in place of a completed application form. A signed copy of your application form will be required prior to interview.

If you would like to discuss the role prior to application, please contact the HR Officer at Aquinas.recruitment@aquinatrust.org

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JOB DESCRIPTION

DETAILS

Grade:	MPS/ UPS
Hours:	Full Time
Fixed Term:	Maternity
Reports to:	Headteacher

MAIN PURPOSE OF THE JOB:

- Be responsible for the learning and achievement of all pupils in the class ensuring equality of opportunity for all;
- Be responsible for achieving the highest possible standards in work and behaviour;
- Treat pupils with dignity and respect, nurturing and building relationships, at all times observing proper boundaries appropriate to a teacher's professional position;
- Work effectively in collaboration and partnership with pupils, parents, families, governors, other staff and external agencies in the best interests of all pupils;
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012);
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

DUTIES AND RESPONSIBILITIES

- All teachers are required to carry out the duties of a schoolteacher as set out in the current *School Teachers Pay and Conditions Document*. Teachers should also have due regard to the new Teacher Standards (2012). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

TEACHING

- Deliver the curriculum as relevant to the age and ability of the pupils you teach;
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate;
- Be accountable for the attainment, progress and outcomes of pupils you teach;
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn;
- Have a clear understanding of the needs of all pupils, including those with special educational needs; higher ability; English as an additional language; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them;
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English;
- When teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics;
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all

backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment with particular expertise in the foundation stage profile;

- Make accurate and productive use of assessment to secure pupils' progress;
- Give pupils regular encouragement and feedback, both orally and through accurate marking;
- Use relevant data to monitor progress, set targets, and plan subsequent provision;
- Encourage home reading and other activities to consolidate and extend the knowledge and understanding pupils have acquired in class.

BEHAVIOUR AND SAFETY

- Establish a safe, purposeful and stimulating environment for pupils, and establish boundaries for behaviour with a range of strategies, using praise, sanctions and rewards consistently and fairly. Implement the Behaviour Management Policy;
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils;
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary;
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils;
- Have high expectations of behaviour, promoting self-control and independence of all learners;
- Carry out playground and other duties as directed and within the remit of the current *School Teachers' Pay and Conditions Document*;
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocols and procedures.

TEAM WORKING AND COLLABORATION

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies;
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them;
- Contribute to the professional development of associate colleagues;
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil;
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.

FULFIL WIDER PROFESSIONAL RESPONSIBILITIES

- Work collaboratively with others to develop effective professional relationships;
- Take on an aspect of curriculum oversight (to be agreed);
- Deploy associate colleagues effectively as appropriate;
- Communicate effectively with parents and families with regard to pupils' achievements and well-being using school systems and processes as appropriate;
- Communicate and co-operate with relevant external bodies;
- Make a positive contribution to the wider life and ethos of the Trust.

ADMINISTRATION

- Register the attendance of and supervise learners during school sessions;
- Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions Document*.

PROFESSIONAL DEVELOPMENT

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well-being, refining your approaches where necessary responding to advice and feedback from colleagues;
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal;
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012.

OTHER

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the Headteacher or CEO.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.

PERSON SPECIFICATION

CLASS TEACHER

[a] SCHOOL ETHOS	Essential or Desirable
Ability to be a personal role model of professionalism, having high expectations of self and others	E
Understanding of the need for equality of opportunity	E
Belief in child centred, holistic and life-long learning	E

[a] SCHOOL ETHOS	Essential or Desirable
Ability to be a personal role model of professionalism, having high expectations of self and others	E
Understanding of the need for equality of opportunity	E
Belief in child centred, holistic and life-long learning	E

[b] EDUCATION & QUALIFICATIONS	Essential or Desirable
Qualified Teacher Status	E
Degree or equivalent	E
Evidence of further professional development	E

[c] KNOWLEDGE	Essential or Desirable
Thorough understanding of what constitutes effective teaching and learning	E
Thorough understanding of effective monitoring, evaluation and assessment	E
Understanding of when and how to seek advice and support	E
Thorough knowledge and understanding of effective inclusive practices	E
Knowledge and understanding of the new curriculum	E

[d] EXPERIENCE	Essential or Desirable
Experience of using self-evaluations to develop plans for improvement	E
Well-developed interpersonal skills	E
Ability to communicate effectively orally and in writing to a range of audiences	E
Ability to plan, organise and prioritise	E
Ability to manage good communications systems	E
Competent in the use of ICT in the management and assessment and as a professional tool	E
Evidence of outstanding teaching skills with a passion for learning and the ability to deliver outstanding practice within the school	E
Display excellent classroom teaching with measureable impact on children's learning	E
Use data to shape teaching and learning	E
Successful teaching across KS1 or KS2, and experience in another key stage	D
Ability to analyse, interpret and act on assessment data	D

[e] PERSONAL ATTRIBUTES	Essential or Desirable
Strong interpersonal skills to motivate and challenge	E
Ability to develop and maintain positive relationships with children and adults	E
Commitment to working with parents and families as partners in learning	E
Commitment to further development of strong links with parents, families and community	E
A commitment to Equal Opportunities	E
Willingness to participate in further training and developmental opportunities offered by the school and trust, to further knowledge	E
A commitment to continuing professional development	E
Willingness to be fully involved the life of the school community	D

HEALTH & SAFETY FUNCTIONS

This section is to make you aware of any health and safety related functions you may be expected to either perform or to which may be exposed in relation to the post you applying for. This information will help you if successful in your application identify any health related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

Using display screen equipment	X
Working with children/vulnerable adults	X
Moving & handling operations	
Occupational Driving	
Lone Working	
Working at height	
Shift / night work	
Working with hazardous substances	
Using power tools	
Exposure to noise and /or vibration	
Food handling	
Exposure to blood /body fluids	

BENEFITS OF WORKING WITH AQUINAS

TREATING YOU AS A PROFESSIONAL...

Aquinas is committed to national and local agreements affecting employment as contained in the Burgundy Book (Conditions of Service) for teachers and Green Book (National Joint Council) for associate colleagues unless superseded by statute or revised editions, or by local provisions. This includes salary scales; period of notice and end of contract; maternity, paternity and adoption leave; leave of absence; and annual leave.

HELPING YOU STAY RELAXED...

Working with us gives you discounted access to a range of leisure activities. CSSC is an exclusive membership for public sector employees. For less than £5 a month, families and individuals can save much more on a range of pursuits including...



- Free entry to 280 English Heritage sites for you and your family;
- Cinema tickets from £5 including all top chains;
- Reduced price days out, trips and theme parks;
- Subsidised sports training and entry into select events;
- Special offers on new and used vehicles;
- Discounts in high street shops, on holidays, eating out and more.

LOOKING AFTER YOUR WELL-BEING...

We believe well-supported, valued colleagues with a clear and shared purpose are best placed to provide for the emotional well-being of children in their care. Provided by Health Assured, our 'Employee Assistance Programme' is intended to help colleagues deal with personal problems that might adversely impact work performance, health and well-being. Typically support may include assessment, counselling and referral for individuals or their family.

health assured