



GREAT HORWOOD CHURCH OF ENGLAND SCHOOL

**Information for prospective candidates
for the position of Class Teacher**





Headteacher: Mrs Paula Shaw
Telephone: (01296) 712622
Email: office@greathorwoodschool.org
www.greathorwoodschool.org

Our Christian School Values: Love, Perseverance and Respect

GOVERNING BODY

Chair of Governors: Sarah Biswell

Dear Candidate,

Thank you for your interest in our school.

Great Horwood Church of England School is looking to appoint a Class teacher to join our hard working and dedicated team.

The position is full time on a permanent contract starting from 1st September 2022. The salary is payable on the Teachers main pay scale 1-6.

The enclosed pack gives you some background information which you may find useful and if you are interested please contact the school to discuss the position in more detail and arrange a school visit.

A personal specification and job description for the post can be found at the end of the information pack.

The closing date for applications is Wednesday 23rd March 2022 and applications are being considered upon receipt. Interviews will be arranged at the convenience of all parties upon receipt of a successful application.

For further information and visits to the school to meet the team please contact the school admin officer **Mrs Deborah Frankum** on **01296 712622** or **office@greathorwoodschool.org** to arrange an appointment. An application form can also be found on the school website.

Thank you again for your interest in our school and we look forward to receiving your application.

Yours faithfully

Chair of Governors

GREAT HORWOOD CHURCH OF ENGLAND SCHOOL

This rural school was founded in the 1860's and its original Victorian building still forms part of the learning environment today. In November 2017 the school joined the Oxford Diocese Buckinghamshire Schools Trust and now enjoys the support of 10 other schools in the ODBST family.

The main section of the school, which houses Years 3 to 6, was built in 1969 and was updated and enlarged in 2003 with a new reception area and facilities for the disabled. The school has recently re-developed the library and the outdoor classrooms into an EYFS and KS1 learning environment. Every classroom has recently purchased interactive boards, ipads, laptops in KS1 and chrome books in KS2. The school currently has 3 classes and teachers, 2 HLTA's and 2 learning support assistants.

The school is on the edge of the village and backs onto the countryside. The children use the extensive playing field, 2 playgrounds and adventure playground for a variety of activities and to promote learning. The school also has a large wooded conservation area complete with pond and aims to become a school that excels in outdoor learning.

Children from the school compete successfully in a number of sports events with other local schools, including Padbury CE School and Thornborough School. The school has wrap around care from 7.40am-6.00pm and is also able to cater for Nursery pupils in its provision.

The school leadership team is supported by an active and committed Governing Body. As the school is a voluntary controlled Church of England school, the team also receives strong support from the Oxford Diocese and the local parish Church of St James. Major Christian festivals are celebrated in the church together by the school and village community. The school works hard to maintain its strong Christian ethos and core values of love, perseverance and respect. We were delighted in our last SIAMS church school's inspection to be judged as outstanding.

The Junior Governors, whose members are elected from Years 2 to 6, are keen to assist in ensuring the school is a friendly and happy place in which to learn.

The Parent Teacher Association is active in raising money for the school through a variety of projects. Annual events include a 5km fun run, Christmas Bazaar and family summer camp that are well supported by the wider community.

The address for the school website is www.greathorwoodschool.org

Our Vision



"Where our children play, learn and grow together" knowing that Jesus said:
"I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit; apart from me you can do nothing." *John 15:5*

At Great Horwood Church of England School, the academic, emotional and spiritual well-being of the children and staff are at the heart of all that we do; where every child and adult is valued. We are a safe, welcoming school within the heart of the village community that aims to provide all individuals with the learning opportunities to flourish, be healthy, grow in resilience and realise their full potential; being fully equipped and prepared for a successful future. Inspired by Christian faith and rooted in the teachings, values and spirituality of the Church of England we embrace our core values of love, perseverance and respect where everyone can learn to value themselves and others.

We are committed to setting high standards of achievement within a caring and nurturing learning environment. We aim to provide opportunities for children to develop a curiosity of learning, a thirst for knowledge through play, and an exploration of the world around them.



Personal Specification for Class Teacher

	Essential Criteria	Desirable Criteria
Qualifications, Training and Experience	<ul style="list-style-type: none"> • Qualified teacher status • Experience of teaching the primary curriculum 	<ul style="list-style-type: none"> • Evidence of ongoing personal professional development • Experience of teaching in KS2/KS1
Professional Knowledge and Understanding	<p>sound understanding of:</p> <ul style="list-style-type: none"> • How children learn • What constitutes excellent classroom practice needed to promote high quality teaching and learning • The educational needs of the whole range of pupils in KS1/2 • Approaches to planning, assessing, monitoring and evaluating the curriculum in KS2 • Provision for gifted and talented children and for those with special educational needs • The importance of forming and maintaining appropriate relationships and personal boundaries with children 	<ul style="list-style-type: none"> • Understanding of the role and responsibilities of a curriculum / subject leader • Have an up to date knowledge of current teaching and wider curriculum developments
Teaching Skills	<ul style="list-style-type: none"> • Excellent teaching skills with high expectations of self and pupils • A reflective and creative practitioner • Ability to use a range of teaching styles and strategies • to ensure high levels of pupil learning and achievement • Ability to motivate and enthuse all pupils so they make at least good progress • Ability to ensure full inclusion of all pupils • Excellent ICT skills 	<ul style="list-style-type: none"> • Experience of making a significant impact and progress in children's learning • Ability to positively influence the practice of others • Evidence of teaching at a good+ level (or evidence of the potential to do so)
Communication and Team Working	<ul style="list-style-type: none"> • Communicate effectively in speech and in writing when working with children, and when communicating with parents, other staff and governors where appropriate • Able to inspire trust and confidence amongst others • Able to work effectively as a member of a team 	
Management and Organisation	<ul style="list-style-type: none"> • Ability to prioritise and meet whole school deadlines • Ability to plan and organise effectively to meet the needs of children 	<ul style="list-style-type: none"> • Involvement in out-of-school activities • Awareness of links between the school and local community
Professional Qualities	<ul style="list-style-type: none"> • Have the confidence to act upon one's own initiative and to be proactive 	<ul style="list-style-type: none"> • Ability to think creatively and to be able to anticipate and

	<ul style="list-style-type: none"> • Confidently and calmly deal with a range of situations employing diplomacy and confidentiality, when appropriate • Recognise when to seek advice and support where necessary. • Commitment to equal opportunities for all pupils and staff 	solve problems
Personal Qualities	<ul style="list-style-type: none"> • A commitment to putting children first • Enthusiastic, resilient and positive thinking • Open-minded to change • Hard-working and able to keep to deadlines 	

Job Description for Class teacher at Great Horwood School

Name:

Academic Year 2022

Job title Class Teacher: Standard national scale in line with the current School Teachers' Pay and Conditions document

School: Great Horwood Church of England School

Line manager: The headteacher and the governing body of the school

Supervisory responsibility: The post holder may be responsible for the supervision of the work of teaching assistants

Main purpose of the job:

- To offer all learners an effective education in a stimulating environment, which provides equality of opportunity for all
- To deliver the National Curriculum as relevant to the age and ability group/subject, other relevant initiatives and the school's own schemes of work
- To work in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies. Reporting to these when necessary and attending relevant meetings
- To be responsible for promoting and safeguarding the welfare of children and young people within the school
- To use PPA/ECT/Leadership non-contact time effectively for the above and below purposes

Duties and responsibilities

All teachers are required to carry out the duties of a class teacher as set out in the current School Teachers Pay and Conditions document.

At Great Horwood School the following areas have been highlighted as being of particular importance. Teaching:

- Be a positive role model of excellence in terms of behaviour, work and attitudes
- Set high expectations of work and behaviour in the class and all other areas of the school
- Plan for enjoyment and progression across the age and ability range you teach, designing effective lessons/programmes of work in accordance with the needs of individual learners
- Teach challenging, well organised lessons, using an appropriate range of teaching strategies which meet individual learners' needs

- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and success criteria and monitoring learners' progress and levels of attainment
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development to set clear targets that are realistic, measurable and which build upon prior knowledge and attainment
- Have an up to date knowledge and understanding of the National Strategies and Curriculum in order to deliver it to all pupils that is relevant to the age and ability group/subject that you teach, other relevant initiatives and the school's own schemes of work to ensure complete coverage of subjects
- Provide a challenging yet supportive learning environment which stimulates independence and develops lively enquiring minds
- Consider and implement specialist advice to meet the needs of all pupils especially those who are SEND, Pupil Premium, more able or from any other group
- Encourage pupils to be part of a school community which encourages the values education and links to SMSC and Character Education
- Ensure pupils are well prepared for the next stage of their education
- Set home learning to consolidate and contribute well to pupils' learning Curriculum leader
- To be a named Subject leader in line with the Career Level Profile

Other

- Carry out playground and other duties as directed and within the remit of the School Teachers' Pay and Conditions document
- Communicate and consult with the parents/carers of learners
- Communicate and co-operate with any relevant external bodies including the Governing Body
- Be fully conversant with the school's procedures and policies
- Accompany educational visits as and when necessary
- Attend Health and Safety & First aid training and any other relevant courses

Performance management

- Participate fully with arrangements made in accordance with the revised Performance Management Regulations 2012

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
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or as developed as an outcome of your performance management

Health and well-being

- Establish a purposeful and safe learning environment for learners
- Manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's behaviour policy
- Use a range of behaviour management techniques and strategies adapting them as necessary to promote self-control and independence of all learners
- Raise all concerns regarding the behaviour, progress or welfare/child protection of any learner with the appropriately identified person

- Be responsible for promoting and safeguarding the welfare of children and young people within the school
- Cooperate with the employer on all issues to do with Health, Safety and welfare 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
- Direct the use of any support staff or class helpers, this does not imply any line manager responsibilities but does facilitate the best deployment of resources.

Administration

- Participate in and carry out any administrative and organisational tasks within the remit of the School Teachers' Pay and Conditions document
- Register the attendance of and supervise learners, before, during or after school sessions as appropriate

Exercise of particular duties

- Perform any reasonable duties as requested by the Headteacher

Note

This job description is not your contract of employment nor any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.

To be read in conjunction with Teacher Standards and Career Level Profile

Signed:

Date: