

# HOLY FAMILY CATHOLIC PRIMARY SCHOOL

## Class Teacher Application Pack



Closing Date:  
Friday 25<sup>th</sup> April 2025 – midday

Shortlisting Date:  
Wednesday 30<sup>th</sup> April 2025

Classroom visits:  
w/c Monday 5<sup>th</sup> May 2025

Interview Date:  
Wednesday 14<sup>th</sup> May 2025



# Welcome to Holy Family

Dear Potential Candidate,

Thank you for considering this job at our lovely school.

We are delighted to announce an exciting opportunity to join our dedicated and passionate team at Holy Family Blackpool. With the well-deserved promotion of our long-serving senior leader, we are seeking an exceptional educator to step into this role and help shape the next chapter of our wonderful school community.

At Holy Family our motto, 'In all things, love', guides everything we do. We are committed to fostering a nurturing and inspiring environment where children flourish academically, socially, and emotionally. This role, initially in Upper Key Stage 2, offers a fantastic opportunity for an enthusiastic and dedicated teacher to make a real impact on our pupils and wider school community.

We are looking for someone who:

- Is passionate about delivering high-quality teaching and learning experiences.
- Has a deep understanding of Upper Key Stage 2 curriculum and pedagogy.
- Can lead with kindness, integrity, and a commitment to our school values.
- Is eager to contribute to the wider life of the school and collaborate with our supportive team.

In return, we offer:

- A warm, welcoming, and inclusive school community.
- Enthusiastic and motivated pupils who love to learn.
- Supportive leadership and professional development opportunities.
- A chance to be part of a school where every individual is valued and nurtured.

Here is a short video of our school: <https://youtu.be/u5pj7037adk>

If you are interested in this opportunity and believe you could be the right fit for our school, we would love to hear from you. Please get in touch to arrange a visit or for more information about the role.

We look forward to welcoming a new member to our school family!

All the best,

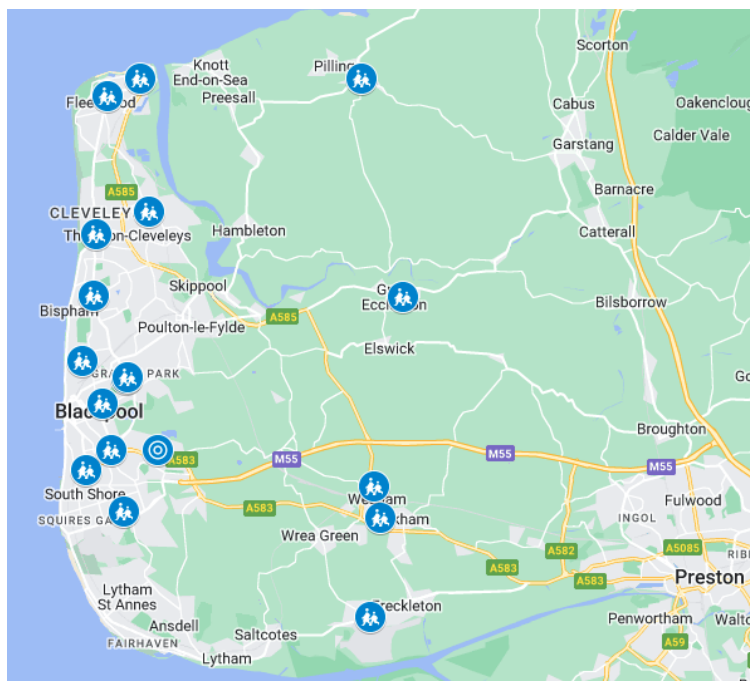
Mrs E Allonby  
Headteacher



*'In all things, love'*

# Trust Schools

	Christ the King Catholic Academy		Holy Family Catholic Primary School, Blackpool
	Holy Family Catholic Primary School, Warton		Our Lady of the Assumption Catholic Primary School
	Sacred Heart Catholic Primary School		St Bernadette's Catholic Primary School
	St Cuthbert's Catholic Academy		St John Vianney Catholic Primary School
	St Joseph's Catholic Primary School		St Kentigern's Catholic Primary School
	St Mary's Catholic Academy, Blackpool		St Mary's Catholic Primary School, Fleetwood
	St Mary's Catholic Primary School, Great Eccleston		St Teresa's Catholic Primary School
	St William's Catholic Primary School		St Wulstan's & St Edmund's Catholic Primary School
	The Willows Catholic Primary School		



# What we offer - Benefits

## Living Wage Employer



As an employer, we pay the real Living Wage so you can always be sure that you'll earn no less than the current rate.

## Pension Scheme



Teaching staff: You will be enrolled into the Teachers' Pension Scheme.  
Non-teaching staff: You will be enrolled into the Local Government Pension Scheme.

## Health and Wellbeing



We offer access to free and confidential wellbeing services including GP service, counselling, mindfulness support and physiotherapy.

## Death in Service



Should the worst happen, your nominated beneficiary will receive a payment of 3 x your annual salary if you are part of the pension scheme (TPS or LGPS).

## Flu Jab



Our Trust offers all employees a flu vaccination. Employees can arrange their own vaccination and reclaim the cost up to the value of £15.00.

## Travel to Work Scheme



We offer discounted travel via Blackpool Transport for the use of buses and trams.

# How to apply

## **Prior to applying**

If you are unclear about any aspect of the application process or you would like any additional information about the school or the role, please contact Morgan Barnes,

School Business Manager:

Telephone - 01253 354496

or

Email - [admin@holy-family.blackpool.sch.uk](mailto:admin@holy-family.blackpool.sch.uk)

## **Application process**

Applicants must complete the CES application form. Please send your completed CES application form (available on the school and Trust website):

<https://bebcmat.co.uk/job-vacancies> to [admin@holy-family.blackpool.sch.uk](mailto:admin@holy-family.blackpool.sch.uk)

We will acknowledge receipt of your application.

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## **Post Details:**

**Grade: Teachers' Pay Scale**

**Salary: Teachers' Pay Scale**

**Contract: Fixed Term until 31<sup>st</sup> August 2026, with the potential to be extended**

**Hours: Full time**

**Required: 1<sup>st</sup> September 2025**

# Job Description

## Classroom Teacher

### Main purpose

#### The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### Duties and responsibilities

#### *Teaching*

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

#### *Whole-school organisation, strategy and development*

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

#### *Health, safety and discipline*

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

#### *Professional development*

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate

# Job Description

## Classroom Teacher

### *Communication*

- Communicate effectively with pupils, parents and carers

### *Working with colleagues and other relevant professionals*

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

### *Personal and professional conduct*

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

### *Management of staff and resources*

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

### *Safeguarding*

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.



# Person Specification

## Classroom Teacher

Classroom Teacher		Essential (E) or Desirable (D)
<b>Requirements</b>		
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Evidence of appropriate professional development for the role of class teacher</li> <li>• Experience in teaching in the primary classroom (EYFS, KS1 or KS2)</li> <li>• Successful completion of ECT/NQT induction year(s)</li> <li>• Commitment to obtaining the Catholic Certificate of Religious Studies</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum and age-related expectations</li> <li>• Knowledge and understanding of a variety of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to monitor, assess, record and report children's attainment and achievement</li> <li>• Ability to provide challenging learning opportunities for children with a range of needs, yet maintain their engagement</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Ability to build effective working relationships with pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills and knowledge, and ability to use these to appropriately support effective learning</li> <li>• Is willing to participate in all school's activities and to lead/supervise extra-curricular activities</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Excellent interpersonal skills in order to establish/maintain/develop positive relationships with all members of the school's community</li> <li>• Enthuse and inspire children</li> <li>• Ability to work under pressure and priorities effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Resilient, reliable and honest</li> <li>• Flexible attitude to work</li> <li>• Ability to prioritise effectively</li> <li>• Work well as part of a whole school team supporting and being supported by others</li> <li>• Good health and attendance record</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
<b>Other (including special requirements)</b>	<ul style="list-style-type: none"> <li>• Commitment to safeguarding and protecting the welfare of children and young people</li> <li>• Commitment to equality and diversity</li> <li>• Commitment to health and safety</li> <li>• Understanding and engagement with Keeping Children Safe in Education principles and guidance</li> <li>• Commitment to statutory requirements regarding equal opportunities, SEND, Safeguarding and Child Protection</li> </ul>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>

# Safeguarding Information

## Introduction

The Blessed Edward Bamber Catholic Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people in its schools. The Trust complies with the statutory legislative requirements and guidance that seeks to protect children, including 'Keeping Children Safe in Education' guidance. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

## Safer Recruitment

Job descriptions and person specifications make reference to safeguarding and child protection. All posts are subject to satisfactory completion of enhanced Disclosure and Barring Service certificate (DBS) checks. All advertisements include a safeguarding statement and commitment.

## Application Stage

All applicants are scrutinised to verify identity and academic qualifications, Professional references are requested using our standard pro-forma for short-listed candidates. As a minimum, references should be from the two most recent employers and a Parish Priest if applicable. References are checked against previous employment history and gaps in employment. Professional references must be obtained from work email addresses. Our standard reference proforma makes reference to suitability to work with children and young people. The application form requires applicants to complete a disclosure of any criminal convictions.

## Short listing

Only those candidates meeting the criteria outlined in the person specification will be shortlisted. All short-listed candidates will be subject to an online search as part of our safer recruitment due diligence.

## Interview

Shortlisted candidates will take part in an interview and selection process. Candidates will be asked to address any discrepancies or gaps in their employment history. Candidates will be reminded of their responsibility to disclose any criminal convictions if they have not already done so. Proof of identity, qualifications and right to work in the UK must also be provided at interview.

## Appointment

An enhanced Disclosure and Barring Service Certificate (DBS) will be required for all appointed posts. Other pre-employment compliance checks will be carried out. This post is subject to satisfactory references which will be requested prior to interview, an enhanced Disclosure and Barring Service (DBS) check, online searches, medical check, evidence of qualifications plus verification of the right to work in the UK. For teaching positions, barred list checks and prohibition from teaching checks will also be carried out. For leadership positions, section 128 checks will be performed. All staff will receive a comprehensive induction programme covering all aspects of safeguarding and health and safety.

## Probation

All new staff will be subject to the trust probation procedures for a period of 6 months. The probation period is to enable the assessment of an employee's suitability for the job and which includes a review of the performance of new staff in relation to duties, skills, qualifications and experience outlined in the job description and person specification. This will also include an employee's suitability to work with children and young people and their commitment to safeguarding and child protection.

## Equal opportunities

BEBCMAT recognises the value of, and seeks to achieve a diverse workforce. BEBCMAT takes positive steps to create an employment culture in which people feel confident of being treated with fairness, dignity and respect, irrespective of their differences. The Trust is committed to the elimination of unlawful discrimination and to the promotion of good relations between all.

## General Data Protection Regulation

BEBCMAT is committed to ensuring that the privacy of an individual is protected. By signing a contract of employment, the employee is agreeing to the Trust processing their personal data, including 'sensitive personal data' as defined in the General Data Protection Regulation (GDPR), for the purposes of the operation, management, security and/or administrations, as well as complying with applicable laws, regulations and procedures. The information you provide (except Equality Monitoring Information) may be shared with partner organisations that provide services to the Trust. A full list of these organisations is available on request from the CFO.



Blessed Edward Bamber  
**Catholic Multi Academy Trust**

