



St Mary's Catholic Primary School

Class Teacher (September 2023)



Job Information Pack

A message from the head

“We are very proud of our school, which is a loving and welcoming community that provides a nurturing and healthy environment for all. As a Catholic school, we welcome children of all faiths and beliefs who are ready to embrace our mission statement and values. We aim to educate the whole child and help our pupils to be kind and responsible members of the community.”



Dear Applicant,

Thank you for expressing an interest in our full-time **class teacher (primary)** vacancy. This is, initially, a temporary appointment from September 2023, and it is a superb opportunity for the right candidate to join our happy, friendly family. This position is open to newly qualified teachers and will be paid on the Main Pay Scale, points 1-6.

We seek a teacher who shares our vision and is keen to work in close partnership with our pupils, staff team, governors, parish, diocesan partners and me. Each pupil at St Mary's is cherished as an individual and we would like someone to join us who shares this commitment whilst enriching our community with their talents, skills and experience.

St Mary's has a strong and enthusiastic team who often go the extra mile to ensure that pupils enjoy and succeed in their learning. Our governing body is extremely supportive and has a clear vision for the school. It is an exciting time for a new teacher to join us as we continue to evolve our formal collaboration with St Benedict's in Midsomer Norton. St Mary's is an active member of the Camino Partnership of Catholic schools, who continue to grow together as a collaborative group of likeminded schools in broadening the range of opportunities and experiences available to each member institution.

Inside this pack you will find the relevant information for the post, including the job description and person specification. You can also download an application form and find out about the school via our [website](#). **Please note that the CES teaching staff application form should be used for this vacancy.**

Shortlisting will take place following the closure for applications which is **4:00pm on Thursday, 15th June**. We will contact shortlisted applicants as soon as possible to give arrangements for interviews which will be held on **Thursday, 22nd June**. Please make sure you include the best telephone number and email address to reach you on in your application form.

Visits to the school are welcomed and appointments can be arranged by calling the school office on 01225 429030.

I look forward to receiving your application.

Yours sincerely,

Mr A Tarrant

A message from the governing body



May we warmly thank you for your interest in applying for a class teacher post at St Mary's.

We are very proud of our school, which is a loving and welcoming community that provides a nurturing and healthy environment for all. As a Catholic school, we welcome children and staff of all faiths and beliefs who are ready to embrace our mission statement and values. Our team aims to educate the whole-child and they are committed to helping our pupils to be kind and responsible members of the community.

We are closely linked to our community through our parents and by our long-standing relationship with St Mary's Parish Church on Julian Road.

Ours is a happy school with a very distinctive ethos rooted in the Christian values and we are keen to find the right staff member to contribute towards and enhance this.

If you are successful in your application, you will join a team of enthusiastic and dedicated staff, supportive parents and a governing body who work in partnership to ensure that each child is happy, safe, supported and encouraged in all they do.

We are looking for a class teacher who will inspire, challenge and support our pupils as well as being supportive of our mission and ethos.

St Mary's enjoys its location in the vibrant, heritage city of Bath and the opportunities that this brings. To summarise, St Mary's is a great place to work and you will be warmly welcomed. We all wish you the best of luck in your application.

The Governing Body of St Mary's Catholic Primary School

Safeguarding Statement:

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

A bit about us...

Type of school	Voluntary Aided Catholic Primary
Age Range	4 to 11 years
Location	Penn Hill Road Weston Bath
Number of Children	200 children
Number of classes	7 (EYFS – Y6)
Date school established	1885
% of children free school meals	17%
% of children with SEND	7%
% of children with English as an additional language	24%



“The leadership team has maintained the good quality of education...”

About St Mary's...



St Mary's has been providing families in the City of Bath with a primary education since the late nineteenth century.

Enjoying its close relationship with the parish of Our Lady, Help of Christian on Julian Road, the first school opened on the same campus as its church and in the '70s moved to its current site in the Weston area of the city as it grew in popularity.

The school sits in beautiful grounds and is overlooked by the rolling Lansdown Hills. It enjoys its village school feel whilst being a short walk into the centre of the world heritage city which has a significant amount of galleries, museums and other places of interest.

The school is an active member of the Camino Partnership which is a federation of Catholic schools, state-maintained and independent, who work closely together.

A dedicated governing body supports and challenges the leadership team and the school is recognised by its community as being a happy school that provides an inclusive and holistic education to all pupils. Its most recent Ofsted inspection (October 2018) saw the school maintain its 'good' grading and in March 2022, the school was awarded 'outstanding' in its Section 48 denominational inspection.

St Mary's team members are friendly and supportive, and they see their job as being vocational. They care profusely about each child and have a strong commitment towards the school, often going the extra mile.

Most importantly, the children are really what make St Mary's and they are happy and joyful with beaming smiles on their faces. Pupils are inquisitive and take great delight in learning as well as enjoying the various trips, residential visits and other exciting activities on offer.

“Oh! Who can ever be tired of Bath?”

Jane Austen, ‘Northanger Abbey’

Our school enjoys its position on the north west edge of the glorious City of Bath. Bath, surrounded by stunning countryside, often features in top ten lists of cities to live and it isn't difficult to see why.

Built for pleasure and relaxation, beautiful Bath has been a well-being destination since Roman times. This city has something on offer for everyone and it is overflowing with places to eat and drink, plus some of the finest independent shops in Britain.

Bath is famous for its remarkable collection of museums and galleries, and enjoys year-round festivals, theatre, music and sports. There is always something going on!

The city of Bath is within easy reach of Bristol, South Gloucestershire and Wiltshire making it an ideal place to commute to due to the excellent public transport options.



“Someone who is nice and looks out for us”

“Helps us to love our learning”

“Guides us to do what is right”

“Thoughtful and helpful”

“Keeps an eye on everyone”

**What sort of teacher
do the children want?**

**“Creative
and
bubbly”**

“Polite, sensible and well-behaved”

“Helps us if we don’t understand”

“Smiles and tells good jokes!”

“Listens to us and is kind”



Pupil Voice

Class Teacher - Job Description

Post Title: Class Teacher (Primary)

Grade: Main Scale (M1-6)

Responsible to: Executive Head Teacher



We believe that everyone is a child of God. As a Christian community we try to live like Jesus by:

- being kind and helping each other
- using our gifts to the very best of our ability
- celebrating God in everyone and everything

Purpose of Job

The primary purpose of this post is to:

- teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive Catholic ethos and core values of the school, both inside and outside the classroom;
- contribute to constructive team-building amongst teaching and support staff, parents and governors;
- contribute professional knowledge and skill to the development throughout the school of specific activities or subjects.

Please note that this job description should be read alongside the 'Conditions of Employment of Teachers other than Headteachers' in the School Teachers' Pay and Conditions Document which fully defines the professional duties expected of a teacher.

Principal Accountabilities

Planning, teaching and classroom management

Teach allocated pupils by planning their teaching to ensure good progression in learning for all pupils by:

- ensuring a stimulating and engaging environment which reflects the needs of the children as learners;
- ensuring the safety, protection and well-being of pupils at all times;
- setting tasks which inspire and challenge pupils and ensure high levels of interest and achievement;
- setting clear targets, building on prior attainment;
- identifying and meeting the needs of SEND or very able pupils & liaising with outside agencies as applicable;
- working effectively as part of a team as well as being independent and self-motivated;
- provide clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment processes and strategies;
- ensuring good learning through the effective teaching and best use of available time;
- evaluating their own teaching critically to improve effectiveness;

Class Teacher - Job Description

Monitoring, assessment, recording and reporting

The teacher will maintain and communicate understanding of pupil progress and attainment by:

- assessing how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- giving effective feedback in line with the school's policies and monitor pupils' work and set targets for progress;
- assessing and recording pupils' progress systematically and keep records to monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- regularly communicating with parents about their child's progress and prepare and present informative reports to parents.

Other professional requirements

As part of their wider responsibilities and professional requirements, the teacher will:

- have a working knowledge of teachers' professional duties, standards and legal liabilities;
- operate at all times within the stated policies and practices of the school;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- contribute to the life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take responsibility for their own professional development and duties in relation to school policies and practices;
- liaise effectively with parents and governors.
- take on any additional responsibilities which might from time to time be determined.

Subject management

As part of their subject responsibilities, the teacher will provide a lead in a designated curriculum area through establishing an overview of strengths and weaknesses in standards and provision in the subject/s including. They will:

- Advise, support and guidance to staff to ensure that pupils make good progress and are motivated to learn in the subject
- Review resources to ensure the efficient and effective delivery of the agreed and planned curriculum
- Monitor and evaluate provision and standards providing clear feedback to colleagues and the Leadership team

Class Teacher - Person Specification



Category	Essential	Desirable
Qualifications & Training	<ol style="list-style-type: none"> 1. Qualified teacher status. 2. Have undertaken, or willing to undertake appropriate and current professional development. 3. Evidence of good outcomes in teacher training and for experienced teachers, evidence of continuous participation in INSET and a commitment to further professional development. 	<ol style="list-style-type: none"> 1. Additional courses/ qualifications relevant to primary-age range. 2. Committed Catholic/Christian teacher.
Experience	<ol style="list-style-type: none"> 1. Recent experience of teaching in Key Stage 1 or 2. 2. Proven excellent classroom skills. 3. High expectations of children. 4. Skill in working with children 'vulnerable to making progress'. 5. Effective strategies for promoting good learning behaviour and positive attitudes. 6. Informed commitment to safeguarding and current child protection training. 	<ol style="list-style-type: none"> 1. Teaching across the whole Primary age range, especially Key Stage 2. 2. Experience of working with support staff and parents. 3. Understanding of SEND and the code of practice.
Knowledge & Understanding	<ol style="list-style-type: none"> 1. Knowledge and understanding of the demands of the new curriculum, with an ability to make it broad and creatively stimulating. 2. Secure understanding of systematic synthetic phonics in order to ensure development in children's reading and writing. 3. Clear understanding of appropriate teaching strategies in order to ensure progression in mathematics. 4. Good ICT skills for the delivery of curriculum ICT as well as support other professional duties. 5. High expectations of pupils' work and attainment 6. Effective behaviour management and related strategies. 7. Secure knowledge and understanding of the assessment processes in Key Stage 1/2 (including a good practical understanding of Assessment for Learning strategies) 8. An understanding of, and active commitment to, inclusive practice. 9. Good understanding of how to improve children's writing. 	<ol style="list-style-type: none"> 1. Practical experience of working with SEN children and disadvantaged groups who are vulnerable to making progress. 2. Practical experience of working with more able and exceptionally able pupils. 3. Ability to/willingness to lead a national curriculum subject in school, especially PSHE, design technology or humanities.

Class Teacher - Person Specification



Category	Essential	Desirable
Skills/Qualities	<ol style="list-style-type: none"> 1. Is passionate about teaching and making a difference to young learners. 2. Has a commitment to providing an exciting, broad and balanced curriculum. 3. Holds children in high esteem; has a caring nature and empathy with children. 4. A commitment to working positively, actively and effectively to provide partnership with both parents and the wider community. 5. Able to work effectively as part of a team whilst being resilient, independent and self-motivated. 6. Ability to critically evaluate and reflect on own performance. 7. Ability to receive and act on professional advice. 8. Caring and friendly personality. 9. Enthusiasm and willingness to learn. 10. Demonstrate a high level of interpersonal skills and show ability to work as a team member and subject leader. 11. Good oral and written communication skills. 12. Willingness to undertake an extracurricular activity. 13. Understanding of child protection and Safeguarding procedures. 	<ol style="list-style-type: none"> 1. Able to give examples of parent/community involvement 2. Involvement in extra-curricular activities
Special Requirements	<p>The Class Teacher should:</p> <ul style="list-style-type: none"> • Be willing to undergo an Enhanced Criminal Records Bureau disclosure check • Be willing to undergo a pre-employment health check Be willing to undergo full safeguarding training and maintain the expectations linked to this. • Be fully supportive of the ethos and religious identity of St Mary's Catholic Primary School 	

Want to join our team?

“This is an outstanding school because pupils, parents and staff are extremely proud of their school”
(Section 48 inspection 2022)



Job Title:
Other Info:

Class Teacher (KS2)
Initially a temporary contract commencing September 2023

Salary Info:

Main Scale (1-6)
salary within this pay range only, and to be agreed at interview

Closing Date:
Interview Day:

Thursday, 15th June at 4:00pm
Thursday, 22nd June

As well as completing the **CES Teacher Application Form** and **other recruitment forms**, we ask you to please write a **cover letter** of no more than 2 sides of A4 showing us how you meet the essential/desirable person specification criteria instead of the supporting statement section of the application form.



Completed applications can be submitted electronically to **admin@st-marys.bathnes.sch.uk**, by hand or in the post. The closing date for this vacancy is **Thursday, 15th June**.

References are requested for all candidates prior to the selection day. Please read our **[Safer Recruitment & Selection Policy](#)** for further information about the processes that we follow.



St Mary's Catholic Primary School
Penn Hill Road, Weston, BATH BA1 4EH

Tel: 01225 429030

Email: admin@st-marys.bathnes.sch.uk

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

**A FUTURE
FULL OF
HOPE**



A formal collaboration with
**St Benedict's Catholic
Primary School,**
Midsomer Norton.

A member of the
**Camino Partnership
of Catholic schools**

