



Acorn  
Education Trust



# Class Teacher (Maternity cover)

St Michael's Church of England  
Primary School

# Welcome from Sara Edwards

*Acorn Education Trust CEO*

**Thank you for your interest in one of our vacancies, I hope the information enclosed in this pack inspires you to apply.**

Acorn Education Trust was established in 2014 to provide a local solution to a national strategy. We now serve 21 settings: 16 Primary Schools, 3 Secondary Schools and 2 nurseries.

Our mission is to 'prepare young people for their world in their time' and this sits at the heart of all we do. We strive for excellent leadership, excellent teaching and excellent learning. Our vision is to transform lives through education.

In every Acorn School, you will see:

- A** Active and visible leadership
- C** Care, support and challenge
- O** Opportunities for all
- R** Readiness to reach out
- N** Needs of all are paramount

Every Headteacher focuses on leading teaching and learning in their school. Central teams manage the business element of the Trust which allows us to share resources, improve IT and estates infrastructure and invest in school to school support. We are therefore able to direct as much money as possible into teaching and learning thus improving the life chances of all our young people.

Whatever role you are applying for, whether in a school or as part of the central team, we hope you can align with our vision and values, have the determination to succeed and are up for a challenge. In turn, we will provide you with a comprehensive and supportive induction programme, professional development and a career with Acorn.

We hope this information pack provides you with a flavour of working within our Trust and we look forward to receiving your application.

*Sara Edwards*

# About St Michael's

*Shiningly brightly, standing out*

St Michael's Church of England Primary School is an open and inclusive primary school, educating children between the ages of 5 and 11 years old. Located in the garrison town of Larkhill, Wiltshire, our school is at the heart of the community and we are proud of our local and wider links.

At St Michael's Church of England Primary School, we want to spark interest, ignite a passion for learning and fire up ambition to inspire every child to recognise and exceed expectations. Our staff aim to provide a challenging, yet nurturing, environment based on our Christian values. We are committed to learning outside the classroom, as much as inside; Regular trips are planned and visitors invited in to help make the learning relevant and linked to both our local community and the wider world.

In May 2022, we joined Acorn Education Trust, which has provided exciting opportunities to improve local education and draw on collective experience. We work closely with other schools within the Trust and the central team to help us continue to grow from strength to strength.

We look forward to welcoming you to our school and showing you what makes St Michael's such a wonderful school.

Sarah Awuye  
*Headteacher*

For more information, please visit our website: [www.stmichaelsprimary.org.uk](http://www.stmichaelsprimary.org.uk)

# Our Christian Values

*I have come that they may have life and have it to the full.*

*John 10:10*

We are proud to be an open, inclusive, diverse church school at the centre of our community in Larkhill, where children are encouraged to shine brightly, to stand out.

St Michael's aims to provide a challenging, yet nurturing, environment based on our Christian Values. It is our responsibility as a Church of England school to provide the children with the building blocks of the Christian faith through the means of worship, prayer and familiarity with Scripture. Our children are challenged to think for themselves about the big questions that face the world today, within an environment which is accepting of other faiths and cultures.

All the children in our care are children of God and are created in his likeness. God is love and he wants the best for his children. He wants us to have life in all its fullness, and central to the Christian faith is the truth that he sent his Son to die for us so that we might be forgiven and by his grace receive eternal life, and to build a relationship with him of love and trust. He never said that things would be easy, but that he is with us by his Spirit in whatever situations we find ourselves. As we grow in that relationship and allow his Spirit to work in our lives, we see the outworking of that in all we do, think and say. Our values demonstrate qualities which we would find in that relationship.

## **Spirituality at St Michael's**

We nurture and celebrate each person within our school family; individuals are respected and valued equally without regard to ability, gender, faith, heritage or race. Here at St Michael's, spirituality is where we 'grow the soul'. It is woven like a thread through our school enriching who we are.

By creating meaningful moments, we aim to transform thoughts, actions and heighten awareness. Through providing an exciting, engaging and thought provoking curriculum we encourage children to explore, ask questions, reflect and grow as unique individuals. We want our pupils to go out from St Michael's and shine brightly in their communities.

# Job description

<b>Job title</b>	Class Teacher
<b>Reporting to</b>	Headteacher

## Main purpose

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The Class 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

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### 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.

### 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.

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## Job description continued

### Duties and responsibilities cont.

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#### **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: This Job Description may be amended at any time in consultation with the postholder.*



# Person specification

Criteria	Essential
Qualifications and Experience	<ul style="list-style-type: none"><li>• Qualified Teacher Status (QTS);</li><li>• Undergraduate degree;</li><li>• Successful primary teaching experience.</li></ul>
Skills and knowledge	<ul style="list-style-type: none"><li>• Knowledge of the National Curriculum;</li><li>• Knowledge of effective teaching and learning strategies;</li><li>• A good understanding of how children learn;</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, particularly using ICT to support learning.</li></ul>
Personal attributes	<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>• High expectations for children's attainment and progress;</li><li>• Ability to work under pressure and prioritise effectively;</li><li>• Commitment to maintaining confidentiality at all times;</li><li>• Commitment to safeguarding and equality.</li></ul>

The Class Teacher will be required to follow school policies and the staff code of conduct.

*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 successful applicant will carry out. The postholder may be required to do other duties appropriate to the level of the role.*

# Support for our staff

Whether your role is in a school or the central team, you will be part of a caring team that will provide you with the support and challenge needed to fulfil your role effectively.

## Continued Professional Development (CPD)

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- A comprehensive induction programme for all new staff (across all roles), that includes mentor and peer support
- Statutory training on safeguarding, health & safety and GDPR
- Access to over 2,500 world-leading courses, webinars and resources via the National College online training platform
- Support for Early Career Teachers (ECTs)
- Role specific training for Designated Safeguarding Leads (DSLs) and Special Educational Needs and Disability (SEND) roles
- School based training, including mentoring and coaching from senior leaders within school and across the wider Trust; Cross phase and school to school support
- Subject communities, across primary and secondary level, to share good practice across the Trust
- Opportunities to role shadow
- Apprenticeships available at various levels across the Trust for multiple roles, including Teaching, Teaching Assistants, Nursery and IT Technicians

## Health and wellbeing

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- A strong culture of wellbeing across all schools and the central team
- Family friendly policies, including comprehensive flexible working policy, adoption leave policy, maternity and paternity (including shared parental leave) policies and staff wellbeing policy
- Access to [Care First](#), an employee assistance programme which provides confidential support on health and wellbeing, relationships, money issues, bereavement and loss, stress, anxiety and depression and much more

## Pensions

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- Teacher pension
- Local government pension
- Nest pension

Staff wellbeing is very important at Acorn Education Trust. We are consistently looking for new ways to improve our offering, and, regularly collect feedback at all levels to check in with our staff and ensure they feel supported in their role.



## How to apply

We highly encourage all interested applicants to arrange a tour of our school prior to applying.

To arrange a tour, or if you would like any additional information about this role, please contact the school office via email at [admin@stmichaelsprimary.uk](mailto:admin@stmichaelsprimary.uk) or by phone on 01980 670268.

## To apply

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Please visit our [Acorn careers page](#) to complete an application form.

Shortlisted candidates will be invited for a one-day interview.

**St Michael's Church of England Primary School, The Causeway,  
Larkhill, SP4 8FB**

01980 670268

[admin@stmichaelsprimary.uk](mailto:admin@stmichaelsprimary.uk)

*St Michael's Church of England Primary School, as part of the Acorn Education Trust, is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. If successful in obtaining this post you will be subject to a Disclosure from the Disclosure and Barring Service and health screening. We are an equal opportunities employer. As part of our safer recruitment processes, if you are shortlisted for the post, we will carry out a social media account search.*