



Queensway Primary School



Candidate Brochure

Class Teachers from September 2025

**Queensway Primary School, Coppice Wood Avenue, Yeadon, Leeds
LS19 7LF**

01943 874925

office@queenswayschool.co.uk

Class Teacher

Job Type: Full Time

Start Date: September 2025

Term: Permanent

Salary: MPS/UPS

Closing Date: Monday 12th May 2025 at 9.00am

Shortlisting: w/c 12th May 2025

Interviews: w/c 19th May 2025

We are looking to appoint talented, motivated and inspiring class teachers to enhance our Queensway team. This is an amazing opportunity for caring teachers who have high expectations of children, who will complement our existing team and encourage our nurturing learning environment.

The successful candidates will

- Be an excellent classroom practitioner with an inclusive approach;
- Be able to deliver exciting and engaging learning opportunities;
- Have high expectations of children's achievement and behaviour;
- Have the ability to adapt learning to suit the needs of all learners;
- Be dedicated to school improvement;
- Be able to foster excellent working relationships with pupils, parents and the community;
- Demonstrate strong practice, which leads to excellent pupil outcomes;
- Motivate and inspire children;
- Have a commitment to their own professional development.

Applicants are strongly encouraged to visit our warm and friendly school. Please contact the School Office (01943 874925 or office@queenswayschool.co.uk) to arrange a visit or to speak to the Headteacher.

To find out about the school, visit our website: www.queenswayschool.co.uk

School vision and ethos

At Queensway Primary School we have very high expectations of our children and ourselves. We build a community where children are more than just educated and where all feel safe and supported. We aim to enable every individual, regardless of ability, the opportunities to *explore* and *discover* through a rich and broad curriculum, so that they can *achieve* their full potential and be prepared for future life. We aim to *inspire* our children and set them on a path to achieve their dreams whilst also being resilient and brave enough to overcome the barriers that may lay ahead.

We encourage our children to be proud, self-motivated, inquisitive, resilient risk-takers, and insist on team-work and effective communication to support academic successes on an everlasting learning journey - growing every day.

Visits to our warm and friendly school are very much welcomed. Please contact the School Office to book an appointment.

Our school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidates will be subject to a Disclosure Barring Service Check (DBS).

We promote diversity and want a workforce which reflects the population of Leeds.

JOB DESCRIPTION

Post Title	Class Teacher
Post Reference	QPS-CT0925
Grade:	MPS/UPS
Conditions of Service:	Teachers Terms and Conditions apply

Purpose of job

To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students.

The Job Description should be read alongside the range of professional duties of Teachers as set out in Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the Teaching Standards for qualified teachers and uphold these standards in addition to the professional code of the National College for Teaching and Leadership for England.

Responsibilities

Teaching and Managing Pupil Learning

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.

Planning and Setting Expectations/Pupil Achievement

- Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
- Set appropriate and demanding expectations for pupils' learning and motivation. Set clear targets for pupils' learning, building on prior attainment.
- Identify pupils who have special educational needs, and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs).

Assessment and Evaluation

- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- Understand the demands expected of pupils in relation to the National Curriculum.

Relationship with Parents and the Wider community

- Prepare and present informative reports to parents.
- Provide opportunities to develop pupils' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the school context.
- Liaise with agencies responsible for pupils' welfare.

Manage Own Performance and Development

- Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.
- Share corporate responsibility the implementation of school policies and practices.
- Set a good example to the pupils they teach in their presentation and their personal conduct.
- Evaluate their own teaching critically and use this to improve their effectiveness.
- Be aware of and comply with school and Leeds City Council policies and procedures e.g. child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure equality for all working in an anti-discriminatory manner, upholding and promoting the standards and equal opportunities of the school and Leeds City Council.
- Recognise and appropriately challenge any incidents of racism, bullying, harassment or victimisation and any form of abuse of equal opportunities, ensuring compliance with relevant policies and procedures and making sure the individual/s involved understand it is unacceptable.

Managing and Developing Staff and Other Adults

- Establish effective working relationships with professional colleagues including, where applicable, associate staff.

Managing Resources

- Select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met.
- To ensure promotion and support of Equal Opportunities and Health & Safety
- To undertake other duties that are commensurate with the post

Relationships

The postholder will be required to work flexibly to deliver an efficient Service.

There will be regular contact with pupils, colleagues, other members of staff, line managers and internal and external customers.

Physical Conditions

The post is based at Queensway Primary School

The school operates a non-smoking policy.

Promotion

Whilst there is no automatic progression to any more senior posts, opportunities do exist for advancement and promotion, dependent upon normal staff movements and on the capabilities of the individual post holder.

Training

The school encourages training both “in-house” and external to meet the needs of the individual and of the Service.

Qualifications

Qualified Teacher Status – Essential

Honours degree - Desirable

Fluency Duty

In line with the Immigration Act 2016; the Government has created a duty to ensure that all Public Authority staff working in customer facing roles can speak fluent English to an appropriate standard.

For this role the post holder is required to meet the Advanced Threshold Level

Advanced Threshold Level

The post holder should demonstrate they can:

- Express themselves fluently and spontaneously at length effortlessly.
- Explain difficult concepts simply without hindering the natural smooth flow of language.
- Take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English in School.

Special Conditions

- No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (An enhanced DBS check is required).

Other Considerations

- To be aware of and comply with policies and procedures relating to child protection; being vigilant for signs that children may be being abused and to report any such suspicions to the school's nominated Child Protection Co-ordinator or the Headteacher.
- To act in accordance with the Data Protection Act and maintain confidentiality at all times e.g. access to staff/student/parent and carers files.
- Accept and commit to the principles underlying the Schools Equal Rights policies and practices.
- Be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act.
- Must be legally entitled to work in the UK.

EMPLOYEE SPECIFICATION

Detailed below are the types of skills, experience and knowledge that are required of applicants applying for the post. The 'Essential Requirements' indicate the minimum requirements, and applicants lacking these attributes will not be considered for the post. The points detailed under 'Desirable Requirements' are additional attributes to enable the applicant to perform the position more effectively or with little or no training. They are not essential, but may be used to distinguish between acceptable candidates.

SKILLS	Ess	Des	MOA
High level of written, oral and communication skills	*		
Ability to communicate effectively orally and in writing to a range of audiences	*		
High level of organisational and planning skills	*		
An excellent classroom practitioner	*		
Work effectively as part of a team, relating well to colleagues, pupils and parents	*		
Ability to demonstrate a commitment to equality of opportunity for all pupils	*		
Ability to investigate, solve problems and make decisions	*		
Management of people and resources	*		
Able to use own initiative and motivate others	*		
Ability to demonstrate high level ICT skills in personal and educational situations	*		
Ability to relate to and empathise with pupils and to develop trusting and respectful relationships with them	*		
Respect for confidentiality of information concerning individual pupils and ability to use discretion in circumstances of disclosure	*		
Ability to offer expertise in a specific subject or area		*	
Ability to teach across primary age range		*	
Commitment to an involvement in extra-curricular activities.		*	
Evidence of sharing in and contributing to the corporate life of the school.		*	

KNOWLEDGE/PROFESSIONAL DEVELOPMENT	Ess	Des	MOA
Knowledge of current educational practice and issues	*		
Evidence of continuing professional development	*		
Take responsibility for their own professional development		*	
Knowledge of the provisions of national strategies, i.e. Literacy, Numeracy and ICT	*		
Effective use of ICT to support learning	*		
Any statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress.	*		
Full working knowledge of relevant policies/codes of practice/legislation	*		
Knowledge of all phases of primary/secondary education (as appropriate)		*	
Understanding of the implications of the Code of Practice for Special Educational Needs for teaching and learning		*	

LEADERSHIP	Ess	Des	MOA
As the lead professional in the classroom show an ability to advise and support other staff	*		
Establish clear expectations and constructive working relationships in your own classroom through team working and mutual support; devolving responsibilities and delegating tasks where appropriate	*		
Plan, allocate, support and evaluate work undertaken by other staff in the classroom	*		
Lead professional development through example and support		*	

OTHER CONDITIONS	Ess	Des	MOA
Registered with Teaching Agency	*		

DISPOSITION AND ATTITUDE	Ess	Des	MOA
Positive and optimistic attitude towards School Improvement and Inclusion	*		I
Open-minded and receptive to new ideas, approaches and challenges	*		I
Places high priority on effective team working and works easily and comfortably in a team environment	*		I

Commitment to an involvement in extra-curricular activities.		*	I
Evidence of sharing in and contributing to the corporate life of the school.		*	I

METHOD OF ASSESSMENT (MOA)	A = Application Form T = Test I = Interview C = Certificate
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REVIEWED BY:	Georgina Gilks / Mark Duce
DATE:	May 2025