



WOODLEA
PRIMARY SCHOOL

Classroom Teacher KS1 or KS2

from September 2026

Main Scale

Suitable for experienced teachers or ECT's

Woodlea Primary School
is part of Tandridge Learning Trust.

Tandridge
Learning Trust

Excellent Teaching
Inspiring Leadership
Innovative Training

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Tandridge Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to safer recruitment checks, including an enhanced DBS check.

As an equal opportunities' employer, Tandridge Learning Trust is also committed to achieving a diverse and inclusive workplace and strongly encourages suitably qualified applicants from a wide range of backgrounds irrespective of personal characteristics.



READY FOR LIFE

WELCOME

Dear Candidate



Thank you for enquiring about this post.

This information pack has been designed to give you, a potential applicant, essential information about our vacancy, school and trust, so you can decide if this should be the next step in your career.

Woodlea is the perfect environment for those teachers who want to be able to do what they trained to do - to be teachers. Our incredibly well-behaved children allow our teachers to do what they know how to do best - inspire children through teaching and learning.

Woodlea Primary School is a one-form entry school, situated in the beautiful country village of Woldingham in Surrey. The main school building is a former country house which has been adapted for school use with the addition of a hall, kitchen and cloakroom areas. We also have an additional, purpose-built, four class junior building adjacent to the house. The grounds provide a rich and varied environment including woods, an outdoor classroom, in addition to our 'paddock', a multi-use games area, and a trim trail. The nearby Glebe offers sporting facilities for team games and athletics.

This is a really exciting opportunity to welcome someone into the Woodlea Family and we look forward to receiving your application. We hope that this pack provides sufficient information to encourage you to take your application to the next stage.

Do telephone or email, if you wish to discuss any aspect of the post.

We look forward to hearing from you.

Nina Gambier

Nina Gambier, Headteacher



JOB ADVERTISEMENT

We are seeking to appoint a Classroom Teacher from September 2025 in KS1 or KS2. Whether you are an experienced teacher or looking for your first role in a supportive school, we welcome you to join our enthusiastic and dedicated team.

You will be joining a friendly, forward-thinking Trust at an exciting time in its development and will enjoy our many staff benefits.

We can offer

- Happy, motivated children, bursting with enthusiasm and pride for their school
- A welcoming, supportive environment with good parental engagement
- Supportive, talented and forward-thinking colleagues within our school and the MAT as a whole
- A Trust-wide focus on staff wellbeing and support
- Excellent opportunities to further your career development
- A beautiful school set on the edge of the North Downs, with great facilities and outdoor spaces
- Strong partnerships with all stakeholders

You will demonstrate a commitment to:

- Promoting the school ethos and expectations at all times with passion and commitment
- Providing a model of 'excellence' as a teacher, inspiring and motivating all
- Sustaining high expectations and build consistent excellence practice in teaching, learning and assessment
- Building positive relationships/partnerships with staff, pupils and parents
- Striving to 'go the extra mile' for the benefit of children's outcomes

We believe that local schools working positively together can transform the life chances of young people in our community, enabling them to thrive and succeed. If you are passionate about delivering the highest quality education for our pupils and you have a strong sense of community, then we would warmly welcome your application.

Please note that applications will be considered upon receipt. Early applications are encouraged as we reserve the right to close the recruitment process once a suitable candidate is appointed. Visits welcome.

This post is exempt from the Rehabilitation of Offenders Act 1974, subject to the filtering rules which 'protect' certain spent convictions and cautions from disclosure



READY FOR LIFE

JOB DESCRIPTION

Job Purpose

To carry out the professional duties of a Class Teacher.

To work in partnership with the Headteacher to create an achievement culture where all children receive high quality education.

To lead and support staff in developing good practice in all aspects of a curriculum subject in line with school assessment policy with a view to raising standards.

To support the success and continuous improvement of the School and the Trust, ensuring that visions and values are shared, promoted and pupils achieve excellent outcomes.

Key Accountabilities and Tasks

Key Responsibilities

- As a Class Teacher, being an exemplar of good practice in terms of your own teaching and organisation and to carry out the duties as laid out in The School Teachers' Pay and Conditions Document and professional standards for teachers
- To ensure and plan a high-quality learning experiences according to educational needs, meeting internal and external quality standards. Lessons to be planned using a variety of delivery methods which will stimulate learning and ensure progress appropriate to pupil needs and demands of the curriculum framework.
- To assess, record and report on the attendance, progress, development and attainment of pupils.
- To contribute to the discussion of the schools aims and policies and participate in the implementation of policies, plans, targets and practices.
- To maintain good relationships with all those involved in the life of the school – staff, parents and governors.
- To participate in the extra curricular programme
- To develop, monitor and control resources.
- To ensure effective liaison with parents and to attend Parents' Evenings, meetings and events as specified in the school's annual calendar.



JOB DESCRIPTION

Non-Contact Monitoring Time

- Review and draw up policies, schemes of work
- Monitor progress using appropriate data ensuring high expectations for achievement and attainment.
- Ensuring provision of an appropriate curriculum in accordance with the schools aims and policies
- Work alongside colleagues across the school
- Observe the implementation of a curriculum subject across the school
- Undertake activities linked to a curriculum subject when they form part of a target in the School Improvement Plan
- Prepare school-based In-Service Training (INSET) for colleagues when necessary

Professional Development

- To take principal responsibility for one's own professional development, attending courses if applicable.
- To participate in arrangements for effective performance management.
- To keep up to date with current developments in education.
- Lead INSET sessions in the curriculum subject you are responsible for.
- To support colleagues in their professional development.
- Liaise as appropriate with colleagues, consultants and governors

School Improvement

- To support the development of the school within the Trust and the wider community, strengthening partnerships, promoting community cohesion and establishing a range of inclusive links with partners.
- Work with the Senior Leadership Team to monitor and review the progress made on any relevant targets in the school improvement plan and to develop the next stages of the plan.
- To identify opportunities for student engagement and enrichment in community activities
- Advise the Senior Leadership Team of any particular issues that should be included in the School Improvement Plan.



JOB DESCRIPTION

Safeguarding

- To communicate and consult with appropriate staff and others, regarding the welfare of individual students
- All staff have a responsibility to promote and safeguard the welfare of children in line with the school Safeguarding and Child Protection Policy



PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified Teacher Status • 	<ul style="list-style-type: none"> • Commitment to and evidence of CPD
KNOWLEDGE & EXPERIENCE	<ul style="list-style-type: none"> • Teaching practice in a primary school • Theory and practice of effective provision for all individuals (class organisation, management, use of learning strategies) • Statutory curriculum requirements at appropriate key stage • Monitoring assessment, recording and reporting of pupil progress • Statutory requirements for Equalities, Health and safety SEND and safeguarding • Positive links necessary with all stakeholders • Effective teaching and learning styles 	
SKILLS & APTITUDES	<ul style="list-style-type: none"> • Use effective strategies to promote school aims, ethos and values • Nurture and develop positive relationships with all stakeholders • Communicate effectively—orally and in writing • Create a positive and effective learning environment 	<ul style="list-style-type: none"> • Develop strategies to create community links
PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Approachable • Committed • Enthusiastic and self motivating • Calm under pressure • Well organised • Positive outlook • Team player 	<ul style="list-style-type: none"> • A commitment to all aspects of school life eg after school clubs/ community
SAFEGUARDING	<ul style="list-style-type: none"> • Ability to form and maintain appropriate relationships and personal boundaries with children and young people in line with the school Child Protection and Safeguarding policy and the Staff Behaviour Policy 	

CONTACT DETAILS & HOW TO APPLY

Please note that applications will be considered upon receipt. Early applications are encouraged as we reserve the right to close the recruitment process once a suitable candidate is appointed.

Designated Contact for this Vacancy

Name:	Nina Gambier
Job Title:	Headteacher
Phone Number:	01883 652358
Email Address:	head@WoodleaTLT.co.uk

Please note that in accordance with our Safer Recruitment practices, CV's will not be accepted.

References will be sought for shortlisted candidates prior to interview, unless a specific request is made to the contrary.





WOODLEA

PRIMARY SCHOOL



Long Hill, Woldingham, Surrey, CR3 7EP



01883 652358



Info@WoodleaTLT.co.uk



www.WoodleaTLT.co.uk

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