

Sutton Manor Community Primary School



Class Teacher Recruitment Pack

Our Values: Service, Humility, Integrity, Nurturing, Excellence

Our Vision: A school where children shine

Our Commitment: Building aspirations, while nurturing our roots



SUTTON MANOR

Community Primary School

Sutton Manor Community Primary School is a vibrant and inclusive community that ensures every child is placed at the centre of every learning experience and where we put great emphasis on achieving the highest standards possible.

We do this by offering a broad, balanced and relevant curriculum based on challenge and our strong sense of heritage. Our curriculum is designed to capture children's imagination, natural curiosity and desire to learn.

Children and their futures are at the heart of our thinking and decision-making. We believe that by providing excellent learning experiences and ensuring children learn how to be ready, respectful and safe, we will be able to encourage every child to shine and reach their full potential.

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Please visit our website where you will find helpful information and view our social media posts which provide a 'flavour' of what we are doing. However, visiting our school will tell you much more about us.

We will be offering times and dates for school visits for potential candidates on the following dates. Please contact the school office to book in (01744 678190).

Monday 31st March at 09:30 and 15:45

Monday 28th April at 09:30 and 15:45

Our school is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. This role is subject to a satisfactory enhanced DBS check and other safeguarding checks. All applicants will be subject to a rigorous vetting process to ensure the safety and wellbeing of our children, staff and community.

Mr Marlow
Headteacher

Job Description	
Primary Objectives:	To carry out the duties of a class teacher as described in the Teachers' Pay and Conditions Document, having due regard to the requirements of the National Curriculum, school policies and curriculum. It is expected that you will be an effective member of the school team and that your classroom and teaching practice will reflect the school philosophy, ethos and policies and that you will assist in achieving the effectiveness of the agreed aims relating to the provision offered by the school
Range of duties:	<ul style="list-style-type: none"> • To carry out the duties of a class teacher as described in the Teachers' Pay & Conditions Document. • To create a stimulating learning environment for the children. • To promote parental involvement and participation. • Maintain a high quality of teaching which will be evident in your classroom organisation and management and the standard of work produced by the children. • Comply with health and safety guidance and regulations. • Participate in whole school meetings; KS meetings and other meetings. • You will be required to work as part of a team to develop the curriculum. This will involve working with established team leaders and SLT. • Planning and preparing lessons. • Teaching, according to their educational needs, the children assigned, including the setting and marking of work to be carried out by the children in school and elsewhere. • Assessing, recording and reporting on the development, progress and attainment of children. • To promote parental involvement and participation by communicating and consulting with the families of children. • Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of children. • Participating in arrangements for further training and professional development as a teacher. • Maintaining good order and discipline among the pupils and safeguarding their health and safety, both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere. • Participating in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations, recording and reporting such assessments and participating in any arrangements for such examinations. • Attending assemblies, registering the attendance of children and supervising children, whether these duties are to be performed before, during or after school sessions. • Appraisal: Participating in arrangements made in accordance with Education Regulations for the review of individual performance. • Undertake any reasonable duty as may from time to time be specified.

Person Specification	Essential Desirable	A: application T: tasks I: interview
Knowledge and Skills and Abilities		
Knowledge and understanding of the Primary Curriculum	Essential	I/T
Knowledge and understanding of classroom organisation and planning	Essential	I/T
Knowledge and understanding of appropriate strategies for managing pupils behaviour	Essential	A/I/T
Knowledge and understanding of children with additional needs	Essential	I/T
Knowledge and understanding of different learning styles	Essential	A/I/T
Knowledge of Assessment for Learning	Desirable	A/I/T
Ability to manage resources and staff	Essential	I/T
Ability to teach outstanding lessons – evidence provided	Essential	A/I/T
Ability to use IT effectively to enhance learning experiences	Essential	I/T
Experience		
Experience of teaching children with special educational needs.	Essential	A/I/T
Experience of teaching in a primary school at KS2 or KS1	Essential	A/I
Experience of working as a member of a team	Essential	A/I
Qualifications		
QTS	Essential	A/I
Evidence of further CPD training	Desirable	A/I
Special Attributes required		
Self-motivated with the ability to motivate others	Essential	I
Able to communicate effectively at all levels, both orally and in writing	Essential	A/I/A
Enthusiastic and flexible	Essential	I/A
Committed to working in partnership with families	Essential	I