



Early Career Teachers

Candidate Brief – March 2023





Dear Candidate

Thank you for your interest in the position of Early Career Teacher (ECT) at the Diocese of Coventry Multi Academy Trust. We are delighted to provide you with a candidate pack and hope that it inspires you to want to join us.

Trainee teachers seeking their first job are invited to apply to be part of the Early Career Teachers (ECT) 'Pool'. Headteachers looking to appoint ECTs in 2023 will then approach successful pool candidates directly to consider their vacancy and fast track them to final observations and interviews with the individual academy.

The Diocese of Coventry Multi Academy Trust is a growing trust with much to be proud of. It currently has 19 Church of England academies, over 4,500 children and 850 members of staff across the Diocese of Coventry. This makes us one of the largest Multi Academy Trusts in the country.

Our vision 'together, pursuing life in all its fullness' reflects the Church of England's vision for education. You will see this come to life in all our academies every day. We offer opportunities for children and colleagues to realise their potential and flourish.

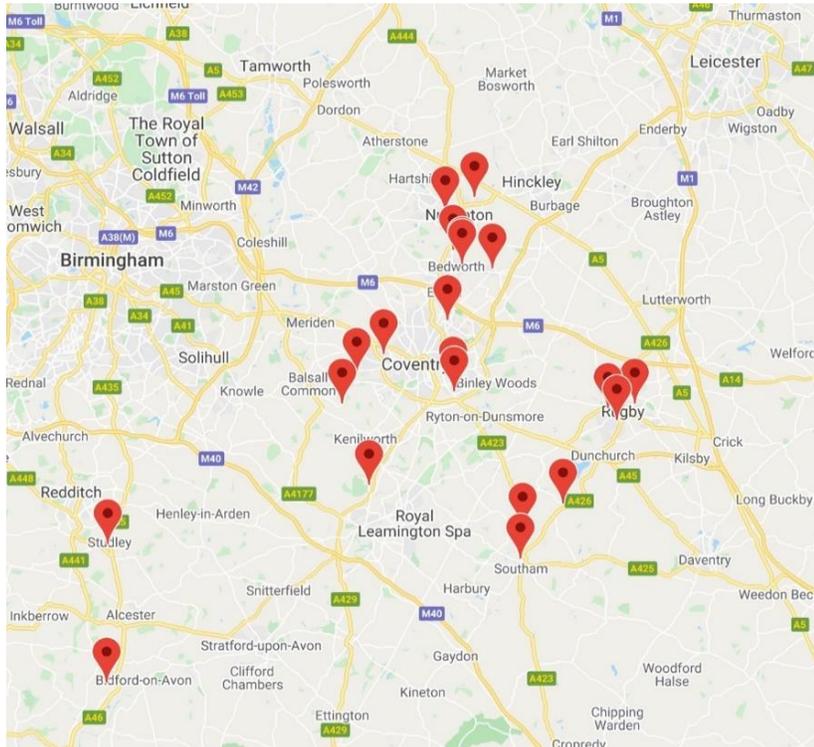
In short, we believe our trust has a bright future and are looking for bright people who share and display our values to help us get there. If this sounds like something you would like to be part of and you share our vision then we would very much like to hear from you.

Michael Cowland
Chief Executive Officer



Our Trust

Our 19 Academies are spread throughout the Midlands as shown on the map below:



All Saints Bedworth CofE Academy and Nursery
Off the Priors, Mitchell Road
Bedworth CV12 9HP



All Saints Academy LW
Warwick Road, Leek Wootton
Warwick CV35 7QR



Burton Green CofE Academy
Hob Lane, Burton Green
Coventry CV8 1QB



Harris CofE Academy
Harris Drive, Overslade Lane
Rugby CV22 6EA



St Laurence's CofE Academy
Old Church Road
Coventry CV6 7ED



Leigh CofE Academy
Plants Hill Crescent
The Hill, Coventry
CV4 9RQ



Long Itchington CofE Academy
Stockton Road, Long Itchington
Southam CV47 9QP



Queens CofE Academy
Bentley Road
Nuneaton CV11 5LR



Salford Priors CofE Academy
School Road, Salford Priors
Evesham WR11 8XD



St John's CofE Academy
Winsford Avenue
Coventry CV5 9HZ



St Nicholas CofE Academy
Windermere Avenue
Nuneaton CV11 6HJ



St James CofE Academy
Barbridge Road, Bulkington
Bedworth CV12 9PF



Studley St Mary's CofE Academy
New Road
Studley B80 7ND



St Michael's CofE Academy
Hazel Grove
Bedworth CV12 9DA



St Bartholomew's CofE Academy
Bredon Avenue
Coventry CV3 2LP



St Oswald's CofE Academy
Addison Road
Rugby CV22 7DJ



Stretton CofE Academy
Stretton Avenue
Coventry CV3 3AE



Leamington Hastings CofE Academy
Birdsbury Road Hill
Leamington Hastings
Rugby CV23 8EA



Southam St James CofE Academy
Tollgate Road
Southam CV47 1EE

Our most recent SIAMS (Statutory Inspection of Anglican and Methodist Schools) inspection resulted in a judgement of “excellent”, and we are proud to tell people that no academy in this trust has an Ofsted grade below that of its predecessor school. Our current Ofsted grades are set out below:

Ofsted grade on joining the trust		Ofsted grade March 2023*	
Outstanding	0	Outstanding	1
Good	8	Good	13
RI	3	RI	5
Inadequate	8	Inadequate	0

*Includes some predecessor schools

But we are not standing still, and you would be joining the trust at an important stage in our development. Our central support structure and our pupil numbers continue to grow. Our board is fully supportive of the strategy, we are on the verge of another period of growth and have reviewed our school improvement offer.

The trust has entered an era of change. In pursuit of our vision of pursuing life in all its fullness, we have revisited our strategic priorities to ensure they continue to be aligned with the Church of England’s Vision for Education, the Government’s education policy, and the Academy Act 2010. Our 2020 – 2023 strategy focuses on five core aims, at the top of which is the determination to ‘deliver an excellent education’ across our trust. This aim is underpinned by strong and effective governance at all levels, a strong and sustainable infrastructure, employer of choice and the delivery of whole child, family and community support:





Our Diocese

Church schools in Coventry Diocese work in partnership with their local church to worship God, make new disciples and transform communities, whilst delivering excellent education. The Diocesan Board of Education supports and equips local partnerships between schools, governors, parishes and clergy by:

- Championing the role of the Church in education
- Protecting and developing the historic Church investment in education
- Promoting the establishment of new church schools
- Enabling Flourishing for all in Church School communities
- Facilitating creative and flexible partnerships between schools
- Encouraging collaboration to ensure excellent and distinctiveness across the family of church schools
- Supporting the professional development of staff, governors, clergy and church workers
- Providing pastoral support to school leaders and governors



April Gold
Diocesan Director of Education



“The leaders’ vision is reflected in inspirational teaching. Staff ensure that every pupil, including those deemed to be disadvantaged, achieve their highest possible standard in every area of school life. To ensure all adults flourish, staff wellbeing is constantly monitored. All staff, including support staff, foster the ‘love in action’ through meticulous planning for learning and promoting exemplary behaviour.

Both are clearly linked with Christ’s teaching, so the curriculum inspires learners, giving them determination and perseverance.”

Queens CofE Academy
SIAMS 2022



“I believe that schools are at the heart of the church's mission to the nation and play a very important role in the life of their own parishes and communities.

The Diocese is proud of its Church of England schools which educate about 17,000 children and young people. Our schools are a significant part of the Church family of the Diocese. Seeking to build communities of care and understanding, they witness to God's love for each person and reflect God's desire for the world to be a better place for us all to live in.”

Bishop Christopher



About the role

Job Title:	Early Career Teacher (ECT)
Reporting to:	Headteacher
Responsible for:	The education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, Teacher Standards and having due regard to the requirements of the National Curriculum and academy policies.
Hours:	Up to full time
Salary:	TMS 1
Benefits	Delightful children and supportive colleagues A strong culture of professional development Employee Assistance Programme Cycle to work scheme and other salary sacrifice benefits



KEY PURPOSE

To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, Teacher Standards and having due regard to the requirements of the National Curriculum and school policies.

JOB DETAILS

The post will be included in the MAT performance review scheme and salary progression will be linked to the outcomes of the scheme. This job description is not necessarily a comprehensive definition of the post, it will be revised at least once a year, and it may be subject to modification or amendment at any time after consultation with the holder of the post.

MAIN ACTIVITIES

You will be expected to:

- take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies.
- maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy.

MAIN ACCOUNTABILITIES

This will include to:

- lead a curriculum subject which involves monitoring standards across the school and implementing new initiatives as and when appropriate
- plan work for the class in accordance with national, Multi Academy Trust and school curriculum policies and in co-operation with subject and phase leaders to ensure that the children experience a broad, balanced, relevant and stimulating curriculum.
- ensure a close match between the learning experience offered, and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.
- make appropriate educational provision for children with SEN and those learning EAL, with support from the SENCo and EAL Co-ordinator.
- where possible, to make sure that the majority of the children's work is closely linked to first-hand practical experience.
- provide children with opportunities to manage their own learning and become independent learners.
- create a secure, happy and stimulating classroom environment, maintaining the highest standards of organization and discipline.
- foster each child's self image and esteem and establish relationships which are based on mutual respect.
- maintain a high standard of display both in the classroom and in other areas of the school.
- arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning.
- work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work.
- assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies.

- communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment.
- ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organization and practice.
- liaise with support staff both school based and from the Multi Academy Trust and from other external bodies as required.
- take responsibility for the management of other adults in the classroom.
- take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.
- participate and contribute to staff meetings and meetings which relate to school management, curriculum and administration.
- maintain a positive ethos and core values both inside and outside the classroom.
- implement and support the school policies and procedures.
- undertake any other reasonable and relevant duties and training as requested by the SLT in accordance with the changing needs of the school.
- take responsibility for curriculum subject area(s) as agreed with the Headteacher which could include:
 1. Promote the teaching of the agreed subject throughout the school, according to the requirements of the National and MAT Curriculum schemes of work and any other new initiatives from the Department for Education.
 2. In Conjunction with the Headteacher or other senior staff, be responsible for the implementation and management of the school's policy for agreed subject area(s).
 3. Review the policy and adapt it as appropriate.
 4. Develop a scheme of work for subject suitable to the needs of the children aged 7 – 11.
 5. Take responsibility for maintaining and evaluating all material resources with a system of easy accessibility.
 6. To consult with colleagues and be responsible for ordering resources within an agreed budget in full consultation with the Headteacher.
 7. Offer support and advice to colleagues.

DEVELOPING SELF AND WORKING WITH OTHERS

Effective relationships and communication are important in a school role and you will be expected to manage yourself and your relationships well. Through performance management and effective continuing professional development practice you will be expected to achieve high standards. You will be committed to your own continuing professional development.

This will include:

- Valuing people and treating them fairly, equitably and with dignity and respect to create and maintain a positive school culture in accordance with the Christian beliefs underpinning the school.
- Ensuring own CPD includes developments in education.
- Develop and maintain a culture of high expectations for self. Regularly reviewing own practice, setting personal targets and taking responsibility for own personal development.
- Managing own workload to allow for reflection and an appropriate work/life balance.

KEY ORGANISATIONAL ACTIVITIES

The post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.

- At all times operating within the school's Equal Opportunities framework.
- Commitment and contribution to improving standards for pupils as appropriate.
- Contributing to the maintenance of a caring and stimulating environment for pupils.

ACCOUNTABILITIES

The appointee will be line managed by the Headteacher.

SUPPORTING THE WORK OF THE MULTI ACADEMY TRUST

As part of the Diocese of Coventry Multi Academy Trust, the Class Teacher will be expected to develop and maintain strong, positive relationships with colleagues in the Multi Academy Trust, within the family of Multi Academy Trust academies and the Diocesan family of schools.

STRENGTHENING THE COMMUNITY

Academies exist in a distinctive social context, which has a direct impact on what happens inside the school. Academy leadership should commit to engaging with the internal and external school community to secure equity and entitlement. All staff should collaborate with other schools in order to share expertise and bring positive benefits to their own and other academies. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children.

This will include:

- Building a school culture and curriculum which takes account of the Church Foundation and the richness and diversity of the school's communities.
- Creating and promoting positive strategies for challenging harassment of any kind.
- Ensuring learning experiences for pupils are linked into and integrated with the wider community, the local church and diocesan communities.
- Ensuring a range of community-based learning experiences, including building links with local churches and Coventry Diocese.
- Collaborating with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families
- Creating and maintaining an effective partnership with parents and carers, (including those who may be described as 'hard to reach', those with learning disabilities and those for whom English is an additional language), to support and improve pupils' achievement and personal development.
- Building bridges with the school's diverse communities, seeking opportunities to invite the whole range of parents and carers, community figures (including clergy and church representatives), businesses or other organisations into the school to enhance and enrich the school and its value to the wider community.
- Contributing to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Co-operating and working with relevant agencies to protect children.

SAFEGUARDING CHILDREN AND SAFER RECRUITMENT

Our 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 required to undertake an enhanced criminal record check via the DBS. Further information about the Disclosure and Barring Service is available from the DBS website at: [Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

The Trust will ensure that:

- The policies and procedures relating to safeguarding and safer recruitment are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated person and other staff to discharge their responsibilities in relation to safeguarding, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children, and that such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices.

DATA PROTECTION

The post holder must meet the requirements of the General Data Protection Regulation Act 2018 at all times, especially concerning confidentiality, treatment of personal information and records management.

ADDITIONAL DETAILS

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Staff will be expected to comply with all Trust policies and procedures and any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. This job description will be reviewed annually and the Headteacher reserves the right to alter the content of this job description, after consultation with the post-holder, to reflect changes to the job or services provided, without altering the general character or level of responsibility.



Person Specification

Personal Qualities, Qualifications and Experience		Measured By				
		Essential	Desirable	Application	Interview Process	References
Qualifications and Experience						
1	Honours degree or equivalent		X	X		
2	Qualified Teacher Status	X		X		
3	Relevant higher degree or equivalent		X	X		
4	Evidence of continuous professional development relating to curriculum, teaching and learning	X		X	X	
Professional Experience and Knowledge						
1	To teach across the primary age range		X	X	X	
2	Substantial, successful, relevant and recent teaching experience in primary school or Academy	X		X	X	X
3	Knowledge and understanding of safeguarding requirements and good practice	X			X	
4	Knowledge of recent developments in the National Curriculum	X			X	
5	Successful experience of raising standards for all, with measurable outcomes	X			X	X
6	Experience of supporting children with Special Educational Needs in an inclusive environment	X		X	X	
7	Experience of using ICT effectively in classroom teaching	X			X	
8	An understanding of the role of parents as partners in education	X		X		
9	A commitment to, and evidence of, promoting diversity and equal opportunities within the workplace, classroom, curriculum and employment practice	X		X	X	
10	Understanding the distinctive Christian character of a Church school		X	X	X	
11	A commitment to Professional Development	X		X	X	
12	Experience of leading a subject successfully		X		X	
13	Experience of leading a subject successfully		X		X	
Skills and Abilities						
1	A proven track record in ensuring the highest possible standards in teaching and learning	X		X	X	X
2	Good understanding and application of best practice in teaching of phonics and knowledge of the use of APP		X	X	X	
3	Successful experience of positive behavior management and developing a pupil focused, inclusive and effective, learning environment so that behavior and attendance are outstanding	X				X
Personal Qualities						
1	Has high expectations and personal integrity with the ability to promote and sustain the values, culture and Christian ethos of the school	X		X	X	
2	Is articulate and approachable with excellent interpersonal communication skills both verbally and in writing	X		X	X	
3	Is an outstanding, reflective, practitioner with high quality teaching skills and high expectations for pupils' learning and attainment	X		X	X	X
4	An exemplary record of health and punctuality		X			X

5	To provide a secure, stimulating and well organized learning environment	X		X		
6	To ensure effective curriculum delivery through differentiation	X		X		
7	To work collaboratively and effectively as part of a team	X		X	X	
8	To work with colleagues in providing for the intellectual, physical, social, spiritual and emotional needs of the children	X		X	X	

How to apply

If you wish to discover more about this exciting opportunity or wish to have an informal discussion, please contact : hr@covmat.org

Closing date:	20 th April 2023
Shortlisting:	21 st April 2023
Interview date:	W/C 24 th April 2023
Interview location:	St Laurence's CofE Primary School, CV6 7ED

Details of the selection process will be sent to shortlisted candidates after 21st April.

To apply for this post, please download an application form and equal opportunities form from www.covmat.org and send it directly to hr@covmat.org

Successful candidates will be expected to undertake an Enhanced Disclosure through the Disclosure Barring Service (DBS).

The Trust is committed to promoting a positive and diverse culture in which all colleagues and young people are valued and supported to fulfil their potential irrespective of their age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, religion or belief, sex or sexual orientation (the protected characteristics).

The Trust aims to create a working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit. The Trust also values diversity and recognises the varied contributions that a diverse workforce brings to an organisation; the Trust is committed to drawing on different perspectives and experiences of individuals which will add value to what we do.

The Trust will ensure that there is no discrimination against employees on the basis of their protected characteristics.