

KS1 Class Teacher Recruitment Pack Start Date: September 2024



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Mercian Educational Trust is an equal opportunities employer and committed to the protection and safety of its students

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Information from the Head Teacher

Dear Applicant,

Thank you for your interest in the post of **Class Teacher** at Leigh and Bransford Primary School.

We are looking to appoint an exceptional teacher; it is expected that this role will be in key stage 2 (although we would welcome applicants with experience in other year groups and across the primary phase)

Leigh and Bransford Primary School is a friendly, welcoming school with great facilities including forest school and a large playing field. We are a fully inclusive school who have high expectations and aspiration for all our pupils in order to enable them to flourish.



Our Vision



Our whole school community aspires to this. Together, we will work to provide an excellent, rounded education for every pupil. We do this in a safe environment where pupils feel engaged, valued and supported.

We believe that every child should have the opportunity to fulfil their potential and to achieve the best possible standards, giving them a strong foundation for the future. Therefore we provide a unique, exciting curriculum, which is carefully designed to foster a love of learning and effectively prepare children for life in an ever changing world. Our focus is to provide an exciting, happy and secure place where high quality education enables pupils to develop as individuals and prepares them for successful lifelong learning. We achieve these goals by delivering a curriculum with many opportunities for pupils to use and apply previously taught skills in order to deepen their learning.

At Leigh and Bransford Primary School, the safeguarding of the children in our care is our top priority; we take our responsibilities very seriously and we are committed to the safety and well-being of all our children.

Our beautiful rural location provides many useful opportunities for learning outside the classroom. For us, this is incredibly important, as it enables our children to develop vital skills such as confidence, respect, resilience, and problem solving as well as encouraging team work and collaboration.

If you would like to find out a little more about our school, you may choose to view our website www.leighbransford.worcs.sch.uk.

Yours faithfully,

Mr Stuart Bill

The Role:

The Vacancy available:

- KS1 Class Teacher, Full Time and Permanent contract.
- Pay scale for this post will be main scale.

The recruitment process:

| | | |
|--|---|--|
| Visits to the school (by appointment only) | All visits to the school are encouraged. Please contact the school by emailing lbpsoffice@metacademies.org.uk | |
| Closing date for applications | Thursday, 18 th April 2024 | Email applications to lbpsoffice@metacademies.org.uk |
| Shortlisting | Friday, 19 th April 2024 | Candidates will be advised by email |
| Interviews | Tuesday 23 rd April 2024 | To be held at Leigh and Bransford Primary School |

Leigh and Bransford Primary School is part of the Mercian Educational Trust (MET), which is a Multi Academy Trust based within Worcestershire. It currently consists of five primary schools based on five sites within Malvern, Dines Green and Worcestershire.

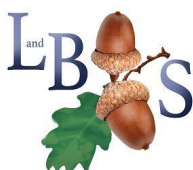
All applicants are required to fully complete the correct application form which is freely available from our Trust website, <https://www.metacademies.org.uk/vacancies/>. Applications or CVs in any other form **will not** be accepted.

Following the closing date above, candidates will be shortlisted and those successful to interview via an email invitation. Shortlisting will be based on the applicants' suitability for the post linked to the job description and person specification, please make sure your application matches these requirements.

Mercian Educational Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. As part of this commitment any job offer will be subject to child protection screening appropriate to the post, which will include an Enhanced Disclosure and Barring Service (DBS) check for the children's workforce and a Children's Barred List check

- 🚫 This role involves **Constant** contact with children. The role **requires** engagement in regulated activity relevant to children.
- 🚫 This post **is** exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Job Advert



KS1 Class Teacher
Full Time
Permanent
Scale: Mainscale
Start Date: September
2023

An opportunity to add to a successful team

We are looking for an effective and enthusiastic classroom teacher who will be able to complement our dedicated and hardworking staff team. The successful candidate will be an outstanding teacher with high expectations, who is committed to providing a highly effective and stimulating learning experiences for their pupils. KS1 experience is essential and KS2 experience is desirable.

The main areas of responsibility will include:

- Assisting in the development our inclusive curriculum in order to improve outcomes for all pupils.
- Keeping children at the heart of Teaching and Learning.
- Influencing staff teams in raising the quality of learning & teaching.
- Supporting the effective use of data across the school to evaluate & raise standards of achievement.
- Leading the continued development of Science.
- Being an outstanding practitioner with high expectations of pupils' achievements, attainment and behaviour.
- The ability to use vision and expertise to lead in key areas of school improvement when required.
- Being an excellent communicator with strong interpersonal skills.

Leigh and Bransford Primary is committed to safeguarding its pupils and all offers of employment will be subject to an enhanced DBS check and two suitable references.

Application forms can be obtained from the school office and returned to school with an accompanying letter. Alternatively, on our trust website <http://www.metacademies.org.uk/vacancies/>. Please return to the school office, or email to lbpsoffice@metacademies.org.uk. Applications on any other form will not be accepted.

Applicants must enclose details of two references. These must be recent; usually one will be a current employer who can comment on your suitability to work with children, however if this is not possible this can be a previous employer. We ask that friends and relatives are not named to provide a reference. We will ask for references from all candidates who are shortlisted and require both references to be received prior to interview and we may contact any previous employer listed on your form to clarify any information. Shortlisting will be based on the applicants' suitability for the post linked to the job description and person specification, please make sure your application matches these requirements.

All Visits are welcomed and it would be our pleasure to meet you and how you around our school. Please contact the school office on **01886 832342** to arrange this.

Job Description – Class Teacher

Summary We are looking for an inspirational teacher who will make a positive impact on the outcomes of our children.

The successful candidate(s) will have to meet the requirements of the person specification and will be subject to an enhanced DBS check. Only applications submitted on the standard application form will be considered. We welcome applications regardless of age, gender, ethnicity or religion.

Position: KS1 Class Teacher

Reports to: Headteacher

Scale: Mainscale

Job Purpose

- Teach a class of pupils and ensure that planning, preparation, recording assessment and reporting meet the highest of standards.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- Ensure that the current national conditions of employment for school teachers are fully met.

Main Activities



- Implement agreed school policies and guidelines.
- Support initiatives decided by the head teacher and staff.
- Plan appropriately to meet the needs of all pupils, through differentiation of tasks/having the highest expectation of every child, believing that every learner has unlimited potential for development.
- To plan and deliver the curriculum within the framework of present school policies.
- Set clear targets, based on prior attainment of each pupil's learning.
- To plan and resource a classroom which will encourage the development of all aspects of children's learning. In particular to encourage pupils' independent use of resources and involvement in their learning.
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.
- To monitor children's progress, keep records and evaluate children's achievements. To set children high standards in the content and presentation of their work by the quality of your displays of that work.
- To establish and maintain good relationships with colleagues, working as part of a team in all aspect of school development.
- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy.
- Work in partnership with parents and carers in providing a quality education experience for all the children and report to parents on the development, progress and attainment of pupils.
- Participate in and contribute to meetings.
- Communicate and co-operate with specialists from outside agencies.
- Lead, organise and direct support staff within the classroom.
- Lead a curriculum area(s) or aspects.
- Participate in the appraisal system for the appraisal of their own performance.



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 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 by the designated Line Manager they reserve 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– Class Teacher

Key Criteria in addition to the statements in the advert. Assessment, shortlisting & final selection will be assessed initially through candidates' application forms and information. Shortlisted candidates will be further assessed through references and interview activities




| Experience | Essential | Desirable | Experience | Essential | Desirable |
|---|---|-----------|--|-----------|---|
| <ul style="list-style-type: none"> Excellent classroom practitioner and commitment to make learning engaging Knowledge of safeguarding practices and procedures Proven record of raising attainment Experience of promoting positive behaviour conducive to learning and focussed on raising standards. Experience of leading TA's |  | | <ul style="list-style-type: none"> Experience of teaching across the primary age ranges Experience of promoting highly effective communication within and between teams and other stakeholders in the school community Experience of teaching pupils with learning disabilities | |  |

| Skills and Attributes | Essential | Desirable | Skills and Attributes | Essential | Desirable |
|--|---|-----------|---|-----------|---|
| <ul style="list-style-type: none"> Qualified teacher status Ability to teach mixed ability groups Support the policies, practices and ethos of the school Knowledge and confidence in using IT for teaching and management purposes Evidence of continued and recent professional development relevant to the post Understanding of equality of opportunity issues and how they can be effectively addressed in schools. |  | | <ul style="list-style-type: none"> Experience of leading a subject across school | |  |



| Personal Qualities | Essential | Desirable | Education & Qualifications | Essential | Desirable |
|---|---|-----------|--|-----------|---|
| <ul style="list-style-type: none"> • Ability to promote the school’s aims positively • Ability to develop good personal relationships within a team; making an effective contribution to high morale • Ability to create a happy, challenging and effective learning environment • Boundless enthusiasm, determination and drive to inspire others to achieve high standards • An appetite and stamina for challenging work • A solution-focused mind set and determined approach to raising standards members of the school community • A lively, creative and good humoured approach to all aspects of teaching • Ability and keenness to promote the school’s positive culture and ethos • The knowledge and understanding of current theory and best practice in learning and teaching, particularly as this relates to high achievement and attainment. • Understanding of a diverse range of teaching and learning styles and techniques. • Good understanding of the importance of culture and ethos and how this impacts on morale, high expectation and high standards. • Good understanding of effective procedures for managing and promoting positive behaviour among pupils. • Good understanding of the role of parents and the community in school improvement and how this can be practised and developed. • Clear understanding of data analysis and the important impact this can have on achievement and attainment. |  | | <ul style="list-style-type: none"> • Ability to establish and develop close relationships with parents, Governors and the community • Ability to communicate effectively (both orally and in writing) to a variety of audiences. | |  |

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|---------------------|------------------|---------------------|------------|-----------|
| Safeguarding | Essential | Safeguarding | Yes | No |
|---------------------|------------------|---------------------|------------|-----------|

| | | | | |
|---|--|--|---|--|
| Ability to perform a role that involves Constant contact with children. |  | This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 |  | |
| Ability to perform a role that requires engagement in regulated activity relevant to children. |  | | | |