

# Recruitment Information for Applicants

## KS1 / KS2 Teacher



# Watercliffe Meadow

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Our school is committed to safeguarding and promoting the welfare of children and young people expects all staff to share this commitment.

**We will undertake stringent and rigorous checks of identity and qualifications to ensure that we maintain the very highest standards of child protection for our children.**

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## KS1 / KS2 Teacher

Number on Roll 500 FTE (including Nursery pupils)

**£32,916 - £51,048 pro rata**

An exciting opportunity has arisen to appoint a permanent KS1/ KS2 Teacher from September 2026 in our successful, innovative and inclusive school. We are an OFSTED rated good school (June 2025) and have an excellent reputation for being highly inclusive. We have had a stable leadership team since opening, with many of our senior leaders being with us from the first day of opening.

We are looking for a creative teacher who will be excited about the prospect of joining an enthusiastic and committed team of people to work with happy, motivated children and families who want to learn at Watercliffe Meadow. Applications are welcome from Main and Upper Scale Teachers, along with ECTs.

The position may be in KS1 or KS2, so candidates should state their particular strengths and experience within their letter of application.

We need:

- An excellent teacher who is passionate about making a difference
- Professionals who see themselves as learners
- A teacher who can inspire children and is committed to making learning meaningful, fun and special for every single child
- People who are good communicators and team players
- A creative thinker

Please email Rachel Stone, our School Manager regarding any questions you may have.

Visits to the school are warmly welcomed and encouraged, please email [rstone@watercliffe.sheffield.sch.uk](mailto:rstone@watercliffe.sheffield.sch.uk) or telephone 0114 232 6603 to book at time.

Completed applications should also be sent to the same email address.

**Interviews may be held on a rolling basis. We reserve the right to close this advert early, should we appoint to the role.**

Watercliffe Meadow is committed to safeguarding and promoting the welfare and safety of all our children. We expect all our staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. All shortlisted candidates will be asked to disclose any cautions or convictions prior to interview. The amendments to the ROA 1974 (Exceptions Order 1975, (amended 2013 and 2020)) provide that when applying for certain jobs and activities, certain spent convictions and cautions are 'protected', so do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website:

<https://www.gov.uk/government/publications/dbs-filtering-guidance/dbs-filtering-guide>

In addition, an online search will also be conducted for all shortlisted candidates prior to interview. If appointed, the successful candidate will be required to complete various vetting checks, including an enhanced DBS criminal records check, a Children's Barred List check and a prohibition from teaching check. Please note that it is a criminal offence to apply for this post if you have been placed on the Children's Barred List. Before applying, candidates are asked to read the school's safeguarding policy, which is available at:

<https://www.watercliffemeadow.com/attachments/download.asp?file=545&type=pdf>

We value our diverse workforce and aim to work together to make the most of our differences. We welcome applications from everyone. Watercliffe Meadow is located within the Burngreave Ward of Sheffield. We support an inclusive culture and diversity for our staff and students. We are committed to encouraging further growth from diverse groups. We currently have an under representation from BAME. As such, we particularly welcome applicants from this group.

We welcome applications from everyone. Under the Disability Confident Scheme, disabled applicants, who meet the essential criteria of this job, are guaranteed an interview.

Closing Date: Tuesday 5<sup>th</sup> May 2026 9.00am

Shortlisting: Wednesday 6<sup>th</sup> May 2026

Interviews: Friday 15<sup>th</sup> May 2026

Please email completed applications to [rstone@watercliffe.sheffield.sch.uk](mailto:rstone@watercliffe.sheffield.sch.uk)



Dear Candidate,

### **Welcome to Watercliffe Meadow**

Thank you for your interest in this role at our school. We are delighted that you are taking the time to find out more about the special place that Watercliffe Meadow is.

We firmly believe that choosing the right school for you is a very important decision to make and this is why, wherever possible, we always highly encourage potential candidates to visit us and take a tour before making the decision to apply.

We are an OFSTED rated good school (June 2025) and have an excellent reputation for being highly inclusive. We have had a stable leadership team since opening, with many of our senior leaders being with us from the first day of opening.

If you would like to learn more about us, please visit our website: [www.watercliffemeadow.com](http://www.watercliffemeadow.com)

We look forward to receiving your application.

Kind regards



C. L. Bradley

Ian Read  
Headteacher

Claire Bradley  
Head of School

*A place for learning*



## About Watercliffe Meadow



Watercliffe Meadow is an over-subscribed two form entry primary school with nursery, with 500 pupils on roll. Although we are a relatively large primary, many people refer to us as a big happy family.

Watercliffe Meadow opened in 2008, after the closure of Watermead and Busk Meadow infants and Shirecliffe Junior School. We have many long serving members of staff, with a third of them being with us from our first day of opening after having worked at the three schools that closed.

Our Headteacher is highly respected in Sheffield for his work with Learn Sheffield and the Local Authority and is supported by our Head of School, who has taught in Shirecliffe for over 28 years. They both were instrumental in the opening of Watercliffe Meadow.

We are very lucky to have a modern and well-resourced building with two MUGAs, a playing field/running track and two staff car parks. Unlike many schools, we have our own employed catering team.

We are proud to be a local authority maintained school with a supportive governing body.

### Why work with us?

- A community that feels like a family
- Professional and personal support
- Excellent CPD progression opportunities
- A sense of belonging
- A Golden Week every term

## Our Mission Statement



***Watercliffe Meadow is a happy, caring place for learning. Everyone has the chance to explore, discover and develop their unique qualities, skills, gifts and talents. We feel good about who we are. Together, we can help to make the world a better place.***



This is our 'mission statement'. Staff, children, parents and governors all worked together to create these simple statements that explain what we are about and what our vision and aims are for our learning community. Our children have even written a song about it!

We all know that the world is a fast and ever-changing place. What we want to do above all things is to prepare our children, not only to survive in the world of the 21st Century but also to find their place and to be able to flourish within it. To do this, we know that we must provide a stable and caring environment where learning is valued, and where children (and adults) have access to a wide range of exciting learning opportunities that will help them develop their knowledge, skills and attitudes so that everyone can become successful and content in life.

We want our children to become independent learners, to have the chance to discover and feel confident about their own uniqueness and also to be able to appreciate the wider world and the importance of working together to make things better. Our staff are dedicated to making this happen. We truly believe that, by working together, we can achieve the aims of our mission statement.

## How to find us!

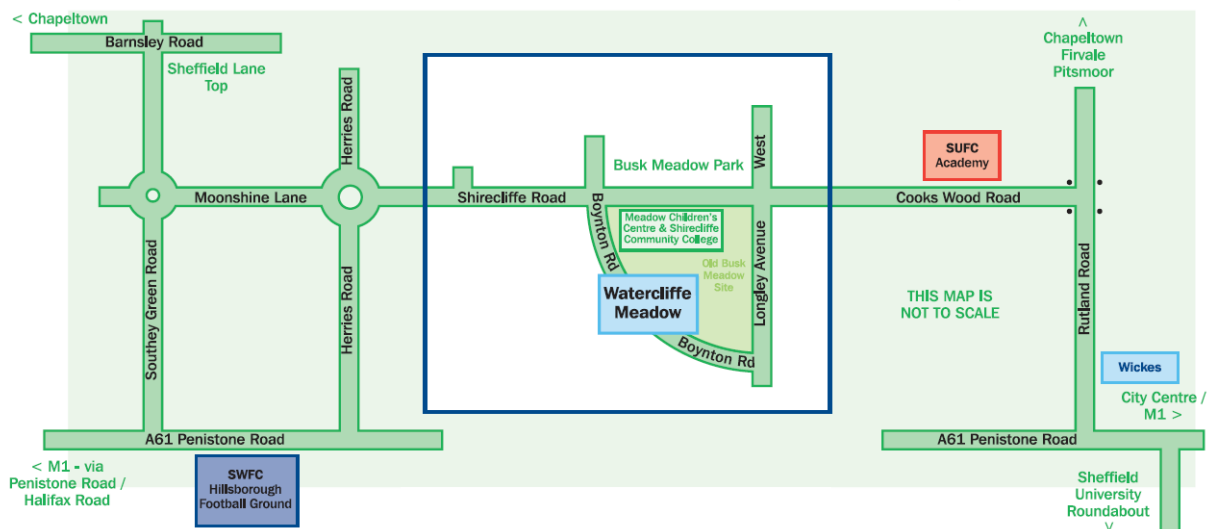


**Watercliffe Meadow**  
Boynton Road, Sheffield, S5 7HL.  
Telephone 0114 2326603

Email: [office@watercliffe.sheffield.sch.uk](mailto:office@watercliffe.sheffield.sch.uk)

### Directions...

We are at the end of Boynton Road which can be accessed either from Shirecliffe Road or Longley Avenue West. Our main car park is at the end of Boynton Road coming from the Shirecliffe Road entrance.





# CITY of SHEFFIELD

## JOB DESCRIPTION

<b>CHILDREN AND YOUNG PEOPLE'S DIRECTORATE</b>	This authority / school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
<b>SCHOOL</b>	<b>WATERCLIFFE MEADOW PRIMARY SCHOOL</b>
<b>POST TITLE</b>	<b>CLASS TEACHER</b>
<b>GRADE</b>	<b>MAIN PAY SCALE / UPPER PAY SCALE</b>
<b>RESPONSIBLE TO</b>	<b>HEADTEACHER / HEAD OF SCHOOL</b>
<b>RESPONSIBLE FOR</b>	
<b>HOLIDAY AND SICKNESS RELIEF</b>	
<b>PURPOSE OF JOB</b>	<ul style="list-style-type: none"><li>● TO TEACH DESIGNATED PUPILS AND UNDERTAKE ASSOCIATED PASTORAL AND ADMINISTRATIVE DUTIES AS WELL AS OTHER GENERAL RESPONSIBILITIES, HAVING FULL REGARD FOR THE SCHOOL'S ETHOS, AIMS AND POLICIES</li><li>● TO UNDERTAKE TASKS RELATED TO THE DEVELOPMENT OF A CURRICULUM AREA</li></ul>

## **JOB DESCRIPTION FOR POST OF:- CLASS TEACHER**

### **SPECIFIC DUTIES AND RESPONSIBILITIES**

**The post holder must at all times carry out his/her responsibilities within the spirit of City Council and School policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to statutory responsibilities of the Governing Bodies of Schools.**

#### **Employment Duties**

To be performed in accordance with the provisions of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document (Part XII of the 'Teachers Pay and Conditions Document').

#### **General Responsibilities**

- To pursue the aims of the school in a positive manner and promote the agreed ethos
- To work co-operatively within a whole staff team, and within the year/teaching and learning group to achieve continuous improvement with constant regard to quality in both learning and teaching
- To teach pupils according to their individual needs, including the planning and assessment of work in line with agreed policies of the school
- To monitor and assess children's progress and report to parents
- To implement and maintain the school's policy on discipline and behaviour
- To support the school's endeavours to meet the needs of its community
- Participate in the school's performance management process

#### **Particular Responsibilities**

- To promote and monitor the organisation of the learning and teaching through a particular subject throughout the school

## **Key Tasks**

### **Class Teacher Tasks:**

- To plan programmes of work for pupils in co-operation with teaching colleagues within the team in order to ensure that all children are taught by members of that team experience similar learning opportunities
- To plan work matched to the individual needs of children and within the school's agreed policy and schemes of work
- To produce written records of such planning in accordance with school policy
- To assess and record pupil's achievements and progress within the statutory requirements and school's assessment policy and report to parents
- To contribute to meetings, discussions and management systems necessary to ensure the co-ordination of the work of the school as a whole
- To ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently
- To contribute to the ideas within and the implementation of the School Improvement Plan
- To supervise the use of support staff relevant to the class.
- To contribute to the provision of a safe and secure learning environment.

### **Footnotes:**

- (i) The above details are not exhaustive and the postholder may be required to undertake tasks, roles, and responsibilities as may reasonably be assigned to him/her by the Senior Management Team.
- (ii) This job description may be reviewed at any time via consultation between the governing body and/or Senior Management Team Representatives and the postholder as may be necessary and appropriate to the needs of the school.  
Trade Union representation will be welcomed in any such consultations.

## PERSON SPECIFICATION

### POST: KS1 / KS2 TEACHER

<b>Essential Requirements</b>	<b>Indicative method of assessment</b>
<u>Qualifications</u> <ul style="list-style-type: none"><li>◆ Qualified Teacher status</li><li>◆ Evidence of participation in professional development or study</li></ul>	Application Form Application Form
<u>Experience</u> <ul style="list-style-type: none"><li>◆ Successful teaching experience in a school or evidence of successful completion of initial teacher training.</li></ul>	Application Form/References
<u>Knowledge</u> <ul style="list-style-type: none"><li>◆ Knowledge of the National Curriculum requirements for Primary Education</li><li>◆ Understands and is familiar with teaching and learning strategies.</li></ul>	Application Form/Interview/References  Application Form/Interview/References
<u>Skills/Abilities</u> <ul style="list-style-type: none"><li>◆ Teaching to a high standard</li><li>◆ Relates to and motivates students</li><li>◆ Works well within and contributes to team development</li><li>◆ Understands and values the processes of planning as an aid to raising standards</li><li>◆ Good classroom management</li><li>◆ Evidence of a commitment to an equal opportunities policy both in service delivery and employment</li></ul>	Application Form/Interview/References Application Form/Interview/References Interview/References  Interview/References  Interview/References Application Form/Interview/References

## The Appointment Process

1. The Application Form

Please complete the application form neatly, fully and accurately, including exact dates. You are requested to submit a concise application. CV's are not accepted.

2. Education and Training

State your qualifications and any training you have undertaken relevant to the post.

3. Present Appointment

Make it clear what your present appointment is, which establishment you work in and who your employer is.

4. Previous Employment

When completing this section, it is important to that you offer a continuous record, or an explanation of any gaps to allow full account to be taken of your experience, for example, child raising, voluntary work.

5. Referees

Suitable referees are people who have direct, recent experience of your work and who are in responsible positions. We may need to contact them at short notice so please be specific with regards to contact addresses including email and telephone numbers.

6. The Supporting Statement/Letter of Application

The supporting statement or letter is regarded as a very important part of your application. You should make statements that demonstrate how your qualifications and experience match the post. You should take care to demonstrate how you meet the person specification included as part of these details.

Please limit your supporting statement to two sides of A4 in size 11 font.

7. Arrangements for Interview

Shortlisted applicants will be contacted as soon as possible after the closing date. Referees are contacted prior to interview stage. We would ask that all shortlisted applicants read the safeguarding information on our website prior to attending the interview.

8. The Interview

Shortlisted candidates invited to interview will be contacted as soon as possible after shortlisting has taken place.

9. Feedback

Feedback is offered to those candidates who are shortlisted and not recommended for employment. It is hoped that this information will help you with future applications.

10. Completed Applications

Please return your completed application form wherever possible, by email to [rstone@watercliffe.sheffield.sch.uk](mailto:rstone@watercliffe.sheffield.sch.uk) by the closing date.