



# Sherborne Primary School

## KS2 Teacher

### Recruitment Pack



SCHOOLS ACHIEVING SUCCESS TOGETHER

**SAST**

SHERBORNE AREA SCHOOLS' TRUST



# SHERBORNE PRIMARY SCHOOL

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*Headteacher: Mr Ian Bartle BA Ed(Hons) NPQH*

Dear Applicant,

Thank you for your interest in joining our school.

At Sherborne Primary School we all believe in promoting a caring town school, where every child is an individual, and is known for their unique contribution to the school, town and wider community.

Though experience we know this can only be developed by a close partnership between home and school, based on trust, confidence and honesty.

Sherborne Primary School is part of Sherborne Area Schools' Trust (SAST), which is made up of 13 primaries and 4 secondary schools. We work collaboratively to achieve the best for all our pupils.

As leaders, recruiting is a great opportunity to develop our staff and we are keen to make sure that we get the very best person for the job. The interview process will be designed to help us achieve this. We are looking for someone with a real passion who will contribute to continuing the school's journey to excellence.

If you would be interested in visiting the school, we would be happy to arrange that for you – please just contact the school office on 01935 812619.

We look forward to receiving your application.

**Ian Bartle**

**Headteacher**



## The Application Process



We look forward to receiving your application by 4.00pm on Friday 24 June 2022.

Interviews will take place on Thursday 30 June 2022.

Completed applications should be returned either by post, marked 'Confidential' to:

SAST HR Team  
Shaftesbury School  
Salisbury Street  
Shaftesbury  
Dorset SP7 8ER

or (preferably) by email to: [recruitment@sast.org.uk](mailto:recruitment@sast.org.uk)

*Sherborne Primary School, part of the Sherborne Area Schools' Trust has an absolute commitment to safeguarding and promoting the welfare of children. The School follows the national policies and procedures for child protection and security and the interview will include questions about safeguarding children. Current and/or previous employers will be contacted through references as part of the verification process pre-appointment checks if the applicant is short listed. The successful applicant will be required to undertake an enhanced disclosure check with the Disclosure and Barring Service.*

*Sherborne Area Schools' Trust (SAST) recognises the benefit of having a diverse workforce and is committed to building a workforce which reflects diversity from the communities it serves. SAST values the contributions from all staff from a wide range of different backgrounds and actively seeks to promote an environment that is free from discrimination and harassment and at the same time supports fair promotion and cultural acceptance. Under the provision of the Equality Act 2010 SAST welcomes applications from everyone and operates a recruitment process which is fair and does not discriminate against or disadvantage anyone because of their age, disability, gender reassignment status, marriage or civil partnership status, pregnancy or maternity, race or nationality, religion or belief, sex or sexual orientation.*



## Job Description



**Post:** KS2 Class Teacher  
**Scale:** Teachers Pay Scales  
**Contract:** Permanent / Full Time

### Main job purpose:

To manage all aspects of teaching a class.

To deal with all the pastoral administrative duties in respect of pupils in the class as well as responsibilities in the school as detailed below:

- To teach general subjects and to participate in the development of schemes of work, materials and syllabuses.
- To control and oversee the use and storage of books, stationary and other teaching materials ensuring that any health and safety regulations are observed.
- To carry out the duties of a class teacher in accordance with the school's policies, in respect of pupils to include:
  - The maintenance of discipline and acceptable standards of conduct and appearance of pupils;
  - The establishment of rapport with pupils to develop their social and academic potential;
  - The marking of registers, ensuring absences and lateness are accounted for and taking appropriate action where they are not;
  - The compilation of reports, profiles and references on pupils as directed;
  - The setting and marking of homework for pupils where appropriate;
  - Escorting the class to and playing a part in assemblies subject to the right of teachers to decline to participate in the act of collective worship on the grounds of their religious convictions.
- To participate, as directed, in meetings with colleagues and parents in respect of the duties of the post.
- To attend staff meetings as directed.
- To participate, as directed, in INSET in order to keep abreast of trends and developments in education especially those relevant to the duties and responsibilities of the post.

### Relationships:

The post holder:

- Is responsible to the Headteacher for his/her teaching duties and responsibilities, and if relevant, responsible for the supervision of the work of a teaching assistant;
- Interacts on a professional level with colleagues and seeks to establish and maintain productive relationships with them in order to promote mutual understanding of subjects in the school curriculum with the aim of improving the quality of teaching and learning in the school.

## Notes:

The duties and responsibilities of the post are subject to those detailed in the STPC and will be undertaken within directed time as detailed in the school's directed time statement.

This job description will be reviewed at least once a year and may be subject to modification or amendment after consultation with the post holder.

The key responsibilities and duties set out the area of work in which duties will generally be focused and gives an example of the type of duties that the post holder could be asked to carry out.

**PLEASE NOTE** that this is for guidance only. Post holders are expected to be flexible and may be required to operate in different areas of work/carry out different duties as may be reasonably assigned by the Headteacher.

## Other duties:

- To have due regard for safeguarding and to follow child protection policies and procedures adopted by Sherborne Area Schools' Trust.
- Understand the importance of inclusion, equality and diversity and to promote equal opportunities for all.
- Uphold and promote the values and ethos of the academy.
- Take a proactive approach to health and safety to minimise and mitigate potential hazards and actively contribute to the security of the school.
- Participate in workplace learning and development opportunities and work to continually improve own and team performance.



## Class Teacher –Person Specification

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>EVIDENCE</b>
1. Qualifications and Career Development	<p>Qualified Teacher Status</p> <p>Commitment to continuous professional development</p>	Evidence of recent professional development	<p>Application</p> <p>Appropriate certificates</p>
2. Experience	<p>Recent experience of classroom teaching in Primary School Age Range</p> <p>Practised in providing effectively for pupils with differing educational needs (Inclusion)</p>	<p>Evidence of teaching a range of age groups and mixed aged classes</p> <p>Evidence of teaching a range of age groups and abilities including SENCO pupils</p>	<p>Application</p> <p>Interview</p>
3. Personal Qualities and Relationships	<p>Ability to relate well to children both in and out of the classroom</p> <p>Reliable, punctual and well organised</p> <p>Warm and approachable with a sense of humour</p> <p>Ability to work as part of a team and form sound relationships with all staff</p> <p>Self-motivated, confident and enthusiastic with a positive attitude</p> <p>Communicates effectively to a variety of audiences</p>	<p>Ability to establish links with parents to support their child’s learning</p> <p>Enthusiastic approach to sharing practice across the school</p>	<p>Observation</p> <p>Interview</p> <p>Application</p>
4. Knowledge & Understanding	<p>Knowledge of effective principles and practice of education</p> <p>Knowledge of initiatives in education (eg AfL), including current issues</p> <p>Interest and enthusiasm for creative approaches to teaching &amp; learning</p> <p>A sound understanding of planning learning appropriate to the primary phase</p> <p>A clear understanding of how assessment informs planning</p>	<p>Good understanding of safeguarding and child protection procedures</p>	<p>Application</p> <p>Interview</p> <p>Observation</p>
5. Key Skills	<p>Teaching demonstrates high expectations and standards</p> <p>Confident in the use of IT for teaching and learning</p> <p>Demonstrates excellent behaviour management strategies</p> <p>A commitment to ensuring all learners access the curriculum and make progress</p> <p>Creates a happy, challenging and effective learning environment</p>	<p>Able to collate and present data for analysis when required</p> <p>A sound understanding of assessment procedures in KS1 and KS2</p>	<p>Observation</p> <p>Interview</p>

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SHERBORNE AREA SCHOOLS' TRUST

## Sherborne Area Schools' Trust (SAST) Information

SAST is a multi-academy trust, formed in June 2017, of seven schools serving the West and North Dorset area as well as students from South Somerset. Currently, there are 17 schools with more than 5,000 students and over 850 members of staff. SAST has large town primary schools with over 300 children, smaller village primary schools and nursery provision. SAST also has 4 secondary schools including a state boarding school and Sixth Form and a large 11-18 secondary school with a Sixth Form of over 400 students. There is a mix of formerly maintained and Church of England schools - both voluntary controlled and voluntary-aided in the Diocese of Salisbury. We believe in preserving Schools in their local community.

### **Our Schools:**

A key principle of the SAST is that member schools maintain their own character, such as church and community status. All schools in the multi-academy trust are equal partners and are committed to the principles of collaboration, sharing expertise and resources to enable all partner schools to deliver excellent education for all young people in their care.

At the heart of SAST is the desire to work in partnership, to collaborate with others and to be outward facing for the benefit of children and staff. The schools have extensive links beyond the immediate area and are keen to extend these further.

SAST works by providing opportunities to share and improve - to develop further our provision as well as supporting the quality of leadership and management. This includes sharing best practice, being creative in maintaining a broad and diverse curriculum, ensuring the care and support is in place for children and families and enabling further staff and teacher development. We also work together on meeting the challenges of funding and the opportunities for financial efficiency, determining for ourselves which services and providers we will use to provide outstanding provision for our children. There is real strength in coming together with a collective responsibility for all the children's development and progress between 0-19 years.

### **What we value – our ethos:**

#### **Partnership and Collaboration**

Our schools support each other, by sharing expertise and resources, to ensure improvement.

#### **Pursuit of Excellence**

We provide a high-quality education to enable all students and staff to aspire, thrive and succeed.

#### **Holistic Lifelong Learning**

We promote the personal development of every child and a love of lifelong learning for our students and staff.

#### **Equality and Distinctiveness**

We celebrate the individuality of each school and all in it. We are proud to be at the heart of our local communities.

# The Advert



**Post:** KS2 Teacher  
**Location:** Sherborne Primary School  
**Scale:** Teachers Pay Scales  
**Contract:** Permanent / Full Time  
**Closing Date:** 4.00pm Friday 24 June 2022  
**Interview Date:** Thursday 30 June 2022  
**Start Date:** 1 September 2022

We are looking for an enthusiastic and dynamic teacher to join our dedicated KS2 team in our caring and friendly primary school in rural North Dorset. **We would welcome applications from our newly qualified colleagues.**

This will be a **permanent position full time.**

The successful candidate will:

- Be an enthusiastic & highly motivated teacher with KS2 experience (*although we warmly welcome applications from Newly Qualified Teachers*)
- Have high expectations of children's learning and behaviour and create a dynamic learning environment.
- Be able to build excellent relationships with our children, staff and parents
- Be able to work as part of a team
- Promote the social and emotional development of pupils, manage behaviour effectively to ensure a safe learning environment.

We can offer:

- Dedicated, enthusiastic, capable and experienced staff
- Support, training, and leadership development
- 310+ happy and motivated children
- A popular school in a beautiful area of the country, relatively close to the coast and major airports as well as being equipped with excellent facilities
- A wonderful location and school to begin or develop your education career
- The opportunity to work within SAST, a forward-thinking and growing multi-academy trust

Sherborne Primary School values the diversity of our workforce and welcomes applications from all sectors of the community. The school is committed to safeguarding and promoting the welfare of children and young people; this is a commitment, which we expect all staff and volunteers to share. The successful candidate will be required to have a Disclosure and Barring Service check in line with the Government Safe Recruitment Guidelines.

Visits to the school are warmly welcomed and encouraged. Please contact the school office to arrange on 01935 812619.

