



Meridian  
Trust

# Class Teacher (Maternity Cover)

## Recruitment Pack



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## Welcome from our CEO, Mark Woods



Thank you for your interest in joining the Meridian Trust family.

The success and growth of our Trust has been based on remaining focused on some critical principles:

- Every child is known, equally valued and supported to achieve their potential in all our academies. Every community we serve benefits from the facilities and services we provide.
- Our staff benefit from strong networks, excellent career opportunities and a human approach where they are equally valued and supported.
- We ensure that well-run schools retain and develop their distinct contextual identity, while sharing and contributing to our common values, practices, curriculum approaches and operational systems

Since 2011, thanks to the fantastic work of our staff, our Trust has grown from 1 to 28 academies whilst retaining our focus on working within an area that enables easy movement between our schools. From first developing an application in 2007 to open schools in the new town of Northstowe, we have been committed to the vision of being an all-through and all-inclusive Trust. Our Trust currently consists of 14 primary schools, 12 secondary schools and 2 special schools. We are also currently developing 3 free school projects within our region.

Meridian also plays a key role in the wider development of education in the region. We are the home to the Cambridge and Peterborough Teaching School Hub and operate a vibrant Initial Teaching Training provider that trains upwards of 100 teachers annually. In addition, our commitment to the local community as an extension of our village college ethos means that we host a range of activity in our schools, including providing leisure and educational opportunities.

If being part of a dynamic, compassionate and dedicated group who believe we can really improve young people's life chances and opportunities by working together appeals to you, we very much look forward to receiving your application.



## A Brief History

Meridian Trust, formerly known as Cambridge Meridian Academies Trust (CMAT), is a values-led Trust and has risen to be one of the highest performing academy groups in the country. Our Trust was first formed as an educational trust to create a federation of schools in 2006 with a desire to provide high quality and dynamic education for everyone, right in the heart of our community. Through various government policies, our commitment to collaboration has remained consistent.

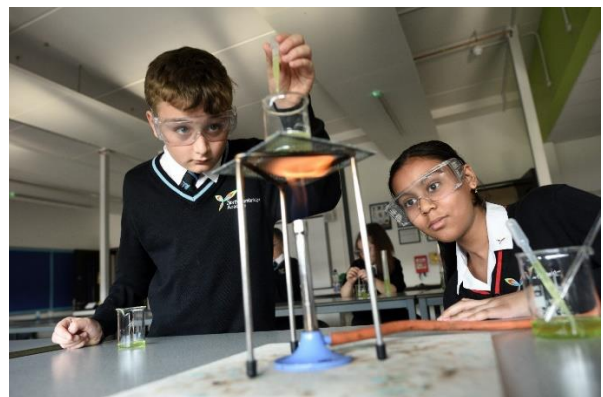
Meridian Trust was formed in 2011 to deliver more widely on that clear vision to provide high quality and dynamic education for all at the heart of the communities we serve. Our steady growth since then reflects our commitment to the communities we serve and our track record of success. The period since 2018 has seen an increase in speed of growth as many long-term projects matured and our relationship with Sharnbrook Academy Federation emerged.

We are currently a family of 28 academies (including 14 primary, 2 special and 12 secondary schools). The secondary schools include a University Technology College, an Upper School, four 11-16 schools and six 11-18 schools. We also have 2 new secondary free schools in development. All within 20 miles of Cambridge and Peterborough and the main communication routes between. We merged with Cambridge Primary Education Trust to become the Meridian Trust in April 2022. As a lead partner in the Cambridge and Peterborough Teaching School Hub and an ITT provider through the Cambridge Partnership we retain a strong commitment to growing and supporting staff throughout their training and career development. We

have a proven track record of school improvement and transforming the lives of children and young people over the last 10 years.

Students thrive in Meridian Trust academies as a result of the implementation of our values, our successful and proven systems and our commitment to valuing people. We are among the highest performing multi-academy trusts in the country for student progress. No trust academy has ever undergone an OFSTED inspection resulting in anything other than an improved outcome. Our academies are well-run, and our staff benefit from excellent access to professional development.

Our commitment to the education system goes beyond just our own academies. We operate 'The Cambridge Partnership', one of the largest initial teacher training providers in the country which has recently merged with the SAF ITT, and 'Leadership East' these further strengthen our capacity and commitment to professional development. We also provide support through various SLAs to a number of other trusts and academies.





## Trust Vision, Mission and Values

### Meridian Trust Vision

Meridian Trust exists to provide, support, and champion high-quality education at the heart of local communities.

As members of the Meridian family, Trust academies aim to unite their pupils, families and other local stakeholders around this common purpose to share experience and resources, to improve standards and to maximise our contribution to their wider communities.

Our vision, mission and values guide and bring together each of the Trust's academies.

### Our Vision:

High-quality educational provision for all at the heart of local communities.

### Our Mission:

To deliver, promote and inspire high quality educational provision in schools at the heart of their local communities so that:

- Every child is a successful learner, confident individual, and responsible and employable citizen
- Every school is a hub for community activities, a centre for extended services and a source of immense pride for students, their families, and other local stakeholders

### Our Values:



#### Achievement for all

We offer a curriculum that supports all our students. We provide you with the opportunities to maximise your potential in the Trust



#### Valuing People

Staff benefit from strong networks, excellent career opportunities and a human approach where they are equally valued and supported



#### High Quality Learning Environment

Students develop a lifelong love of learning. We offer you excellent targeted provision for professional development at each career stage



#### Pursuit of Excellence

Our curriculum stretches and challenges students. You will be similarly encouraged to develop aspirational personal and professional goals



#### Extending the Boundaries of Learning

We provide a breadth of experience through the curriculum and beyond. Staff can access a range of learning opportunities that go beyond traditional training



## Why work for us

Meridian Trust aims to be the employer of choice for the communities we serve. Since 2010 we have nurtured and developed the careers of many people. You can read about some of those journeys in the 'Meridian Trust People' section of this website. We are committed to making a difference to young people's lives and the communities we serve. Help us make our mission a reality.

### Benefits:

Working with us brings with it a range of attractive benefits, including;

- Generous employer contributions to Local Government or Teacher Pension Scheme
- Free on-site parking
- Eyecare vouchers
- Access to a free Employee Assistance Programme, offering mental health and wellbeing support to staff
- Cycle to work scheme
- Free tea and coffee making facilities
- Generous sick pay and annual leave



## How to apply

To apply please complete the online form on the TES. Your supporting statement should address and evidence the selection criteria detailed in the Person Specification.

**Closing Date: Monday 27<sup>th</sup> March 2023  
(9am advert closes)**

**Interviews: Week beginning Monday  
27<sup>th</sup> March 2023**

### Applying:

For any questions about the application process please contact:

Caroline Day – Senior HR Officer (tel. 01223 491656) Please email:

[cday@meridiantrust.co.uk](mailto:cday@meridiantrust.co.uk) or

[primaryvacancies@meridiantrust.co.uk](mailto:primaryvacancies@meridiantrust.co.uk)

*Meridian Trust is committed to safeguarding and promoting the welfare of children. All appointments will be subject to satisfactory pre-employment checks including enhanced DBS disclosure.*

*We are committed to diversity & inclusion and equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, race, religion or belief and marriage and civil partnerships. Meridian Trust is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced disclosure and barring service check. We expect all adults who work for the Trust to share our commitment to safeguarding and the health and wellbeing of our students.*



## Job Description and Person Specification

<b>Job Title:</b>	Class Teacher (Maternity Cover)
<b>JD Reference:</b>	Meridian Trust
<b>School/Academy:</b>	The Lantern Community Primary School
<b>Hours of work:</b>	Full-time
<b>Salary:</b>	Main/Upper Scale
<b>Responsible to:</b>	Headteacher

### Duties:

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document which you are required to carry out, along with any other duties that the Principal may reasonably direct. It may be modified by the Principal, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

### Responsibilities:

As a Class Teacher you are expected to undertake the following responsibilities:

#### Teaching, Assessment, Recording and Reporting

1. To create and maintain an appropriate, safe and stimulating learning environment which promotes learning and the desire to learn in teaching areas and shared areas of responsibility.
2. To promote the well-being, high standards of behaviour and discipline and educational progress of all pupils, through a variety of teaching styles and learning situations that enhance and facilitate a learning environment which produces motivated, happy and well-rounded individuals.
3. To have a good knowledge of and teach within the curriculum guidelines and school policies, making appropriate use of these in conjunction with statutory obligations to provide a broad, balanced creative curriculum which is relevant to and differentiated for the pupils.
4. To develop the classroom environment and your methods of teaching in line with the current thinking and practice including through liaison with the school team and external agencies.



5. To undertake professional development to develop own teaching skills and areas of responsibility to the benefit and development of the whole school.
6. To liaise with other teachers in planning, delivery, evaluation and assessment observing and reporting on each area of the curriculum, especially the development and tracking of long term plans for the creative curriculum.
7. To assess the work of pupils on a regular basis in line with school policy, recording formative and summative assessments, tracking and reporting on pupils' progress through the use of school current assessments and standard assessment tests.
8. To attend pupil progress meetings and taking any actions identified in them to promote the learning and progress of all pupils.
9. To prepare a summative assessment once each year for the purpose of providing a written report for those with parental responsibilities.
10. To ensure that the preparation, marking and recording of assessments of pupils' work is carried out professionally and in accordance with agreed school policies.
11. To submit medium term and weekly planning forecast of work in line with school planning policies, maintaining own copies of plans with annotated assessment notes which inform future planning.
12. To understand and carry out the further duties associated with the role of class teacher including fostering a welcoming caring ethos that values the contribution and achievements of all members of the school community and leading assemblies
13. To ensure that preparations for parental consultation evenings are conducted in accordance with agreed school policies.
14. To set and monitor homework in line with school policy.
15. To promote the general ethos of the school.



16. To promote and maintain good home/school liaison and being readily available to parents for discussions and conveying relevant information to them when appropriate.
17. To provide advice and guidance to pupils on social and educational matters.
18. To encourage the development of a moral and spiritual dimension among pupils.
19. To maintain awareness of current Health and Safety guidance and be responsible for the risk assessments of your own teaching areas within the Academy's policy for Health and Safety.

### **Appraisal**

20. To participate in arrangements for the appraisal of your own performance and that of other teachers.

### **Further Training and Professional Development:**

21. To keep under review your methods of teaching and programmes of work, and participate in arrangements for your further training and professional development as a teacher.

### **Curriculum Development:**

22. To participate in the preparation and development of courses of study, teaching materials, teaching schemes, methods of teaching and assessment and pastoral arrangements.
23. To take responsibility for specific National Curriculum subject(s).

### **Discipline, health and safety:**

24. To maintain good order and discipline among the pupils and safeguard 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.



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**Staff meetings:**

25. To participate in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

**Administration:**

26. To participate in administrative and organisational tasks related to the duties described, including registering attendance of pupils.
27. To manage or supervise anyone providing support in your class.
28. To contribute to the overall life and work of the school.
29. To take on and develop any additional areas of responsibility in line with the needs of the school and commensurate with your experience.

***The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.***

***All staff will be subject to an enhanced check with the Disclosure & Barring Service.***

**Updated: April 2022**



### PERSON SPECIFICATION – CLASS TEACHER

CRITERIA	PERSON SPECIFICATION
<b>Educational Qualifications</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>GCSE and A Levels</li> <li>Degree / Diploma / Certificate of Education / PGCE</li> <li>Qualified Teacher Status</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>Evidence of further courses</li> </ul>
<b>Work Experience</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>Experience of teaching in Key Stage Two</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>Experience in one or more primary school</li> <li>Experience of teaching different year groups</li> <li>Experience of leading a subject (for TLR posts only)</li> </ul>
<b>Knowledge/Understanding</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>The new National Curriculum for primary aged children</li> <li>Experience of planning lessons for primary children and differentiating the learning to meet the needs of all pupils</li> <li>Experience of assessment procedures and individual target setting</li> <li>Special Needs teaching and extending more able pupils</li> <li>Be accountable for the good progress and outcomes of children</li> <li>Child Protection and safeguarding in a primary school</li> <li>Partnership working with other schools and colleagues</li> </ul>
<b>Skills</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>Whole class management and organisation</li> <li>Ability to promote a love of learning and children's curiosity</li> <li>Ability to promote self-esteem and confidence of pupils</li> <li>To be able to maintain high standards of behaviour</li> <li>To engage, motivate, challenge and have high expectations of all children</li> <li>To communicate effectively (both orally and in writing)</li> <li>IT – competent and confident user and experience of using IT in class teaching</li> <li>Strategies for creating and sustaining community links</li> </ul>
<b>Professional Values and Motivation</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>Demonstrate adherence to teachers' Professional Conduct</li> <li>Self-motivated – able to work on own initiative and without constant supervision</li> <li>Commitment to equal opportunities</li> <li>An interest to maintain and develop professional knowledge and skills</li> <li>Willingness to lead an area of the curriculum</li> <li>Interest in extra-curricular activities</li> </ul>
<b>Personal Qualities</b>	<p>Essential</p> <ul style="list-style-type: none"> <li>Able to work with parents/carers and volunteers</li> <li>Team player – ability to get on with and work with and for others</li> <li>Organised</li> <li>Open-minded, self-evaluative and adaptable to changing circumstances and new ideas</li> <li>Enthusiastic and committed</li> </ul>



## About Lantern Community Primary School

We are proud to be based in Ely and our aim is to ensure that the children shine their light in each community that they belong to. The children of the Lantern are lucky to have such supportive families that means we can all work and learn together.

Our curriculum enables the children to develop their own learning and shape their own understanding as they use prior learning to embed and secure new skills and knowledge. We are fortunate at the Lantern to have excellent facilities and a modern, bright school which facilitates the children's learning opportunities.

Our children are well mannered and display very positive behaviour to each other and towards their learning. Visitors regularly comment on the friendly and welcoming atmosphere of the school.

We recognise that the children are part of many different and diverse communities and try to celebrate this in school. We also like to concentrate on 8 communities which every child in the school belongs to.

1. Their family, the people they live with every day.
2. Their class, the children they see each day at school.
3. Their house team, children who they regularly collaborate and share common goals with.
4. Their school, our school, which we all share.
5. Their city, Ely, the place which the school is in and where most of the children live.
6. Their country, the British Isles, its values and identity.
7. Their continent, what it means to be a part of European culture.
8. Their planet, our world, what can they do to make it a better place?
9. If you would like any more information about the Lantern or you would like to arrange a visit to the school, please do not hesitate to contact the school office – we look forward to your visit.

If you would like any more information about the Lantern or you would like to arrange a visit to the school, please do not hesitate to contact the school office or please have a further look at our website:-

[The Lantern Primary School – Shining Light in our Communities](#)

