

# Tapton SCHOOL

ACADEMY TRUST

Realising the life chances and dreams of every child

## KS2 Teacher Permanent - Full Time Candidate Information Pack



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Charitable Limited Company Registration Number: 07697171.  
Registered office: England and Wales. VAT Number: 134392225.



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Thank you for your interest in joining TSAT.

We were established in 2011 and operate a family of schools across Sheffield, offering education from early years to sixth form.

At the heart of all our endeavours is outstanding teaching, high quality learning and effective support for individual needs.

We employ over 900 staff and work hard to foster the right conditions to make the Trust a great place to work. We know that our staff are our greatest resource, and put in place support and opportunity to enable colleagues to progress within the Trust and reach their full potential.

Thank you again for your interest in joining us and the best of luck with your application.

**David Dennis,**  
**CEO**

# About TSAT

Since forming in 2011 TSAT has grown to 9 schools, 5 primary and 4 secondary, providing learning to over 7,500 learners from 2 – 18.

Collaboration is at the heart of our Trust. Our aspiration, with distributed leadership across TSAT, is to be greater than the sum of our parts.

**Our Vision** : To realise the life chances and dreams of every child.

**Our Mission** : To provide a safe place to be; provide great teaching and learning; create an environment where all opportunities are in reach.

## Our Values

- A culture of professionalism.
- A focus on nurture as well as achievement.
- Involvement of the family and wider community in everything we do.
- Make visible those who feel invisible through disability, poverty, ethnic or cultural disadvantage.
- Mutual support and development.
- The health, well-being and safety of all our people.

## Our ways of working

- Schools sign up to our 'Mission, Vision and Values' and collaborative ways of working.
- Schools collaborate 'in partnership for excellence with TSAT'
- Each has something to bring to the table and can lead on this.
- Schools retain their identity and are part of something special.
- Differentiated solutions according to support needs.
- Mentoring, coaching, directing.
- A clear [scheme of delegation](#) and decision making to ensure that all our children get the best educational experience.

For further information please visit the Trust website: [TSAT - Home \(taptonttrust.org.uk\)](https://taptonttrust.org.uk)

# Our Schools

Our five primary and four secondary schools work in close partnership with the aim of realising the life chances and dreams of every child and becoming an outstanding Trust.

Each of our schools has its own distinctive character, reflecting the local community it serves. Children joining us have a broad range of abilities and social backgrounds. We recognise and celebrate different aptitude and interests and believe that everyone can develop through dedication and hard work, leaving our schools fully prepared for successful lives.

## Primary Education

All 5 primary schools are Ofsted rated 'Good' giving our children an excellent start to their education and preparing them fully for their secondary transition.

[Primary Education](#)

## Secondary Education

Our secondary schools work in close collaboration to further develop our curriculum and outcomes.

Our sixth form provision is Ofsted rated 'Good' or 'Outstanding'

[Secondary Education](#)

## Central Services

Our support staff are highly valued and we offer a range of central services to our schools to enable them to concentrate on outstanding teaching, high quality learning and effective support for individual needs. Services include:

- Catering
- Communications and Marketing
- Facilities
- Finance
- Governance
- HR
- IT
- School Improvement.

# About Hillsborough Primary School

Hillsborough is a 'good school' (Ofsted section 8 inspection May 22) which is housed in a Grade 2 listed building, educating children from 3-11. We are a two-form entry school but due to falling pupil numbers, we have some mixed classes through school. We provide nursery education for three and four year olds and this is housed in a separate annex and operates as one unit with our FS2 children while the rest of the school is housed in the main building.

The school serves a wide and diverse community with over 30 different languages spoken with no one, predominant ethnicity in the school. Children eligible for free school meals is above the national average and the mobility in the school is high. Children come to us from across the city and across the world and our school celebrates its diversity with children stating in our recent Ofsted that 'if you don't have friends outside of school, you will find friends here.'

Attainment is good with children achieving in line with national outcomes and progress measures have historically been strong. There is a new but well-constructed curriculum in place which ensures the children are experiencing a broad, balanced and progressive curriculum whilst also providing opportunities for subject leadership and development of staff within school. The leadership team consists of the Headteacher, Nicola Wileman, 2 Assistant Headteachers and a full time Inclusion Manager. There is also a wider SLT team who support the leadership in school.

**Our school motto is Believe. Belong. Become.**

**At Hillsborough, we support, nurture and challenge our children and encourage them to BELIEVE in their strengths and in those of others.**

We do this through having high expectations of the children in their learning and in their behaviours, encouraging them to take risks and develop resilience for when things get hard. We provide opportunities to develop their moral code through high quality teaching and learning as well as group discussions and 1:1 mentoring around issues that are relevant to children's well-being. We want to ensure that our children move on to their next stage of education with confidence and pride, knowing that they have the self-belief to do anything they put their mind to.

**At Hillsborough, we create a belief in our children, staff and parents that they BELONG to a community that cares for them and supports all of their needs.**

We do this through exploring all aspects of communities, both past and present, and give children opportunities to develop their own understanding of how they fit into their personal, social and global worlds. The Hillsborough ethos is explicitly taught to the children in order for them to develop an understanding of boundaries and rules for good community living and to ensure that they show a high level of tolerance and respect to everyone that they meet. Parents are given varied opportunities to engage with the school community and invest in their child's learning and staff are encouraged to fully commit and belong to the school and to the Trust, whose purpose is focussed on ensuring all children reach their full potential.

**At Hillsborough, we enrich and extend learning for all so that every child can achieve their potential and **BECOME** the individual they aspire to be.**

We do this through ensuring high quality teaching and learning which develops children's basic skills, knowledge and understanding of the world. We value learning in all areas of the curriculum and believe that children have a depth of understanding if learning is linked together and children are encouraged to draw on their knowledge. We emphasise aspiration and expose children, through the topics and experiences we provide, to different roles people undertake and ensure that children are encouraged to think big and aim high in order to achieve their dreams.

We look forward to welcoming you to our school.





# The Role

|                         |                                                                                                                                                                                                                                                                      |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Salary Range:</b>    | Main Pay Scale                                                                                                                                                                                                                                                       |
| <b>Responsible To:</b>  | Headteacher                                                                                                                                                                                                                                                          |
| <b>Responsible For:</b> | N/A                                                                                                                                                                                                                                                                  |
| <b>Holidays:</b>        | N/A                                                                                                                                                                                                                                                                  |
| <b>Benefits:</b>        | <ul style="list-style-type: none"><li>• Salary Sacrifice Car Scheme</li><li>• Cycle to Work Scheme</li><li>• Discounted membership for Westfield Health</li><li>• Occupational Health</li><li>• Wellbeing Programme</li><li>• Continuous CPD and Training.</li></ul> |

**We are seeking to appoint a KS2 Teacher on a permanent full time contract starting from 1<sup>st</sup> September 2024.**

The successful candidate will join us to complete a strong team and contribute to the school's success. We are looking to appoint someone who is keen to work as part of a team, willing to inspire and motivate pupils, and have a good understanding of school improvement.

Visits to the school are warmly welcomed. Please contact school to arrange a date to visit. Application forms and further information regarding the role (including a job description) can be obtained at: [www.hillsborough.sheffield.sch.uk](http://www.hillsborough.sheffield.sch.uk) where there is a link directly to the TES website. The information can also be found on the Sheffield City Council and DfE websites. Completed applications should be returned to: [enquiries@hillsborough.sheffield.sch.uk](mailto:enquiries@hillsborough.sheffield.sch.uk).

**Please do not use the Local Authority application form.**

Hillsborough Primary School is committed to safeguarding and promoting the interests of children and young people and expects all staff and volunteers to share this commitment.

The successful candidate must have the ability to converse at ease with members of the public and students and providing advice in accurate spoken English is essential to the role. References for shortlisted candidates will be requested before the interview.

## Responsibilities

**The postholder must at all times carry out his/her duties and responsibilities within the spirit of Tapton School Academy Trust and School Policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to the statutory responsibilities of the Governing Bodies of Schools.**

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- **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.

## Responsibilities

### •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 anytime 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.
- Any other duties and responsibilities appropriate to the grade and role.
- The ability to converse at ease with members of the public and students and provide advice in accurate spoken English is essential to the role.
- All the above duties and responsibilities to be carried out in accordance with Tapton School Academy Trust Policies, Standing Orders and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety.

### **SUPPORT FOR THE SCHOOL**

- 1.Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- 2.Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- 3.Contribute to the overall ethos/work/aims of the school
- 4.Appreciate and support the role of other professionals
- 5.Attend and participate in relevant meetings as required
- 6.Participate in training and other learning activities and performance development as required
- 7.Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtime
- 8.Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher
- 9.Any other related duties as may arise.
- 10.Have the ability to converse at ease with members of the public and students and provide advice in accurate spoken English is essential to the role.

Any other duties and responsibilities appropriate to the grade and role.

All the above duties and responsibilities to be carried out in accordance with Tapton School Academy Trust Policies, Standing Orders and current legislation with an emphasis on

# The Person

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|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Education and Qualifications:</b>             | <ul style="list-style-type: none"> <li>• Qualified Teacher Status – <b>Application Form</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Experience and Knowledge:</b>                 | <ul style="list-style-type: none"> <li>• Evidence of participation in professional development study – <b>Application Form</b></li> <li>• Successful teaching experience or evidence of successful completion of initial teacher training – <b>Application Form/References</b></li> <li>• Working in a socially and culturally diverse school community – <b>Application Form/References</b></li> <li>• Knowledge of the National Curriculum requirements – <b>Application Form/Interview/References</b></li> <li>• Understands and is familiar with teaching and learning strategies – <b>Application Form/Interview/References</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Skills, Abilities and Personal Qualities:</b> | <p><b>Ability to work within a professional team and to develop and promote the school's ethos and values within the Primary Phase</b></p> <ul style="list-style-type: none"> <li>• Teaching to a high standard – <b>Application Form/Interview/References</b></li> <li>• Relates to and motivates pupils – <b>Application Form/Interview/References</b></li> <li>• Works well within and contributes to team development – <b>Interview/References</b></li> <li>• Understands and values the processes of planning, monitoring and evaluation as an aid to raising standards – <b>Interview/References</b></li> <li>• Good classroom management – <b>Interview/References</b></li> <li>• Evidence of a commitment to an equal opportunities policy both in service employment – <b>Application Form/Interview/References</b></li> </ul> <p><b>Ability to communicate clearly</b></p> <ul style="list-style-type: none"> <li>• Good written and oral communication skills – <b>Assessment Process/Interview</b></li> <li>• Good presentational and ICT skills – <b>Assessment Process/Interview</b></li> <li>• Clear and effective in meetings and in one-to-one - <b>Application Form/Assessment Process</b></li> <li>• Skilled in conflict resolution – <b>Application Form/Assessment Activities/Interview</b></li> </ul> <p><b>Ability to lead</b></p> <ul style="list-style-type: none"> <li>• Clear vision for the future of education and able to think strategically to identify opportunities for future developments and improvements – <b>Application Form/Interview</b></li> <li>• Identify a need for and understand a clear process for the implementation of change and improvement – <b>Application Form/Interview</b></li> <li>• Respond effectively and efficiently to daily challenges – <b>Application Form/Interview</b></li> </ul> |





# How to apply

Informal discussions about the role and visits to the school are warmly welcomed. Please contact us to arrange:

[enquiries@hillsborough.sheffield.sch.uk](mailto:enquiries@hillsborough.sheffield.sch.uk)

Applications for this role are via the TES, DfE and Sheffield City Council website. If you require a paper copy of the application form please contact us:

[enquiries@hillsborough.sheffield.sch.uk](mailto:enquiries@hillsborough.sheffield.sch.uk)

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| The closing date for applications is: | Monday 11 <sup>th</sup> March 2024   |
| Short listing will take place on:     | Tuesday 12 <sup>th</sup> March 2024  |
| Interviews will be held:              | Thursday 21 <sup>st</sup> March 2024 |

## Safeguarding

TSAT is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All candidates will be subject to the following employment checks:

### Shortlisted Candidates:

- References will be requested before interview.
- A Criminal Convictions Disclosure Form will be requested at interview.
- Evidence of identity / right to work in the UK will be requested at interview.
- Qualification certificates will be requested at interview.
- Disclosures concerning child protection investigations, relationships with pupils, employees, governors or trustees, prohibition orders and section 128 directions (where applicable) will be requested at interview.

- We may conduct online searches for shortlisted candidates prior to making our final decision. If any information obtained from the online searches raises concerns around someone's suitability for the role or to working with children then this may be raised with the candidate at interview and/or we may take advice from the local authority children's services.

### **Successful Candidates:**

- Successful candidates will be required to undertake a DBS Enhanced Disclosure (with barred list) check.
- Successful candidates will be required to complete a Childcare Disqualification under the Childcare Act 2006 Declaration (for applicable posts).
- Pre-employment medical screening.

**Please note:** Canvassing of any employee, Trustee or member of the Local Governing Board directly or indirectly is prohibited and your application will be disqualified.

### **Policies**

Our approach to safeguarding, and school safeguarding policies can be found on the Trust website:

[TSAT - Safeguarding \(taptonttrust.org.uk\)](https://taptonttrust.org.uk)

### **Equality & Diversity**

We are committed to providing equality of opportunity for all and ensuring that all stages of recruitment and selection are fair and that applicants are not discriminated against on the grounds of race, nationality, gender, religion, age, disability, marital status or sexual orientation. [Click Here](#) to access TSAT's Equality and Diversity Statement.

### **Data Protection**

As part of the recruitment process, we need to collect your personal data. For more information about what we do with your personal data, please see our Recruitment Privacy Notice on the [policies page](#) of our website.