

Nursery Teacher

Recruitment Information Pack



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Dear Applicant

Re: Post of Nursery Teacher

Thank you for your interest in the position of Nursery Teacher at Nineland Primary School.

We are a happy thriving school with a passion for creative teaching, outdoor learning and innovation. We work closely with our family of schools in Garforth and Kippax in addition to a wider range of schools as part of the Noctua Teaching Schools Alliance.

We are looking for an inspirational and highly motivated practitioner who is passionate about Early Years and who understands how crucial this phase is in setting the foundations for future success.

Despite being the largest Primary School in Garforth, we are a friendly, close and supportive staff who work well as a team. Our Governing Body is knowledgeable, efficient and focussed on raising standards and is incredibly supportive of the school. We have an active PTA, the Friends of Nineland, who raise considerable funds for the school and have an excellent relationship with the school leadership. In short, Nineland is an exciting, happy and stimulating place to work, and a good prospect for anyone looking to further their career.

I hope that after finding out more about our school, you will feel encouraged to apply for this post.

Yours faithfully

Mrs Jillian Sabourn
Headteacher



Dear Applicant

Thank you for your interest in the post of Nursery Teacher at Nineland's Primary School.

Like many schools, our vision is to provide high quality education and deliver the best outcomes for our children. However, we may differ from others due to our ethos. This is based on our philosophy of mutual respect, hard work and co-operation. At our core we provide excellent educational provision for our families, firmly rooted in the context of the local community. Ultimately, we aim to create well rounded children by giving them a wide range of opportunities, both academic and vocational. We are passionate about active learning and provide excellence in teaching through high expectations with adherence to traditional values and standards.

You will be joining an ambitious and innovative school and we are looking for an imaginative member of staff who can help to secure positive outcomes for our children, their families, and the community that we serve.

We are looking for an outstanding member of staff that can take the school onto greater success, inspiring the children to attain all that they can.

If you share our vision and passion for children and their families then we would like to hear from you.

Yours faithfully

Mr P Holmes
Chair of Governors

Ninelands Primary School Aims

Ninelands is a Foundation School catering for pupils between the ages of three and eleven.

Our Mission Statement

At Ninelands we believe in making learning irresistible, meaningful and memorable. We want our children to thrive in happy, secure environment where they are cared for and nurtured. We are passionate that our children should develop enquiring minds, a desire for learning, have high aspirations and be proud of their achievements. We challenge our children to be resilient, enthusiastic and self-motivated learners who achieve their best every lesson, every day. Ninelands creatively blends the essential skills, knowledge and understanding that the learners and leaders of the 21st Century need in order to succeed in life.

Dare to dream! Believe and you will achieve!

The aims of our school are:

- To encourage children of all abilities to develop enquiring minds, an enthusiasm for learning, an ability to co-operate and a desire to achieve.
- To encourage children to develop their full potential in physical, emotional, spiritual and aesthetic growth and to recognise the importance of each of these areas of knowledge and experience.
- To foster in all members of the school community positive attitudes towards self, other people and the different cultures of the world in which we live.
- To promote self-discipline so that children become increasingly responsible for their own behaviour and increasingly self-reliant and self-motivated learners.
- To provide equal opportunities for all, irrespective of gender, race, religion or physical ability.
- To meet the requirements of the National Curriculum whilst maintaining a broad, balanced and differentiated curriculum which enables each child to experience success and develop attitudes of confidence and competence.
- To provide for the continual development of the individual by meeting children's present needs and providing a sound foundation for future stages of learning.
- To establish a positive relationship with parents and involve them in their child's learning.
- To play an active role in the life of the wider town community

The Application Process

Interested candidates are welcome to contact Mrs Helen Manners-Vaughan, School Business Manager for further information on the post on 0113 2878370 or at office@ninelands-school.co.uk. Visit our website www.ninelands-school.co.uk and Twitter [@ninelandsps](https://twitter.com/ninelandsps) for more information about Ninelands Primary School. Follow the links to take a virtual tour around our [nursery](#) and our [school](#).

Due to the Coronavirus lockdown visits to school are not possible however interested candidates will be able to e-mail the Early Years Leader, Ms W. Ramsden, if they have any questions prior to applying. This can be done by e-mailing office@ninelands-school.co.uk

How do I apply?

Please complete the relevant application form providing full details of your education and employment history, including any unpaid or voluntary work. Where there are gaps in your employment, please state the reasons why (e.g. gap year, career break, unemployed etc.). Use the job description and person specification as your guide and give specific examples, where possible, to demonstrate how you match the requirements for this post. We require details of two referees, one of which must be your current or most recent employer; if you currently work in school, the reference must be from the Headteacher. Please provide their names, email addresses and daytime contact numbers.

Supporting information

This section of the form is very important. It gives you an opportunity to explain why you are applying and why you are the best person for this job. Use the job description and person specification as your guide and give specific examples, where possible, to demonstrate how you match the requirements for this post in a covering letter of **no longer than two sides of A4** detailing your experience of teaching and learning, the impact your appointment will make in terms of raising standards at our school and why you are an ideal candidate. Please refer to the welcome letter enclosed in this pack, which will outline any additional specific areas to be addressed.

CVs are not accepted as part of the application process.

Where & when do I need to send my completed application?

Your completed application form and covering letter should be returned to office@ninelands-school.co.uk.

- Closing date: 9am Thursday 6th May
- Interview date: Tuesday 11th May

When will I hear if I have been shortlisted?

Applications will be evaluated against the requirements of the post, with those candidates that

best fit the requirements being shortlisted. We are unable to contact all applicants, but all shortlisted candidates will be contacted by email by Friday 7th May. If you have any queries on any aspect of the application process or need additional information please contact Mrs Helen Manners-Vaughan, School Business Manager by email to office@ninelands-school.co.uk or telephone school on 0113 2878370.



Vacancy Advert

Full-time Nursery Teacher (MPS/UPS) Temporary for Maternity Cover Required from June 2021

The governors are seeking to employ a full-time, temporary Nursery teacher to join our dynamic and successful team at Ninelands Primary School. The post is to cover the maternity leave of the current post holder.

We are looking for an excellent practitioner who encourages learning through exploration and is able to inspire the awe and wonder that young children have such capacity for. Ninelands is committed to developing staff who are driven professionals. Candidates should state in their application form their experience and particular skills.

We are looking for someone who:

- is committed to a child led approach to learning.
- can set expectations for behaviour and embed positive attitudes towards school.
- is able to create magical moments that captivate children.
- knows the importance of laying firm foundations on which to build future learning.
- can work in partnership with families to provide the best possible start for all children.
- understands the place of play within the EYFS curriculum and loves being outside come rain or shine.
- can provide a carefully planned space that promotes high engagement and quality learning opportunities.
- can use assessments to recognise progress, understand needs and plan activities.

We can offer you:

- motivated children who are curious and eager to explore.
- an exciting and evolving curriculum.
- a superb learning space in which to provide children with the opportunities and conditions to flourish.
- a strong commitment to continuous professional career development and equal opportunities
- a dedicated and professional staff team, committed to supporting teachers new to school.
- a happy school with strong support from its stakeholders.

Ninelands Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure and Barring Service (DBS) check.



We promote diversity and want a workforce which reflects the population of Leeds.

Interested candidates are welcomed to contact Mrs Helen Manners-Vaughan, School Business Manager for further information on the post on 0113 2878370 or at office@ninelands-school.co.uk. Visit our website www.ninelands-school.co.uk for more information about Ninelands Primary School.

Enhanced Disclosure

Thank you for your interest in this post at Nineland Primary School. The post you are applying for involves working with young people. It is therefore exempt from the Rehabilitation of Offenders Act and any offer of employment will be subject to an Enhanced Disclosure.

As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), the School complies fully with the Code of Practice and undertakes to treat all applicants for positions fairly. The School undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the exceptions order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website.

Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure and Barring Service before your appointment is confirmed.

An Enhanced Disclosure is carried out by the Disclosure and Barring Service (DBS) and will check criminal records for information on any convictions, cautions, reprimands and warnings held on the Police National Computer and on local Police records.

All information on criminal records provided both by you and within the Enhanced Disclosure will be used, stored and disposed of in confidence and in line with the Disclosure and Barring Service (DBS) Code of Practice of Disclosure Information.

If your application is successful, you will receive further information on how to complete the Enhanced Disclosure.

Nineland Primary School has a written policy on the recruitment of ex-offenders, which is made available to all DBS applicants at the outset of the recruitment process.

We are committed to safeguarding and promoting the welfare of our pupils and expect all staff and volunteers to share this commitment.

Job Description Nursery Teacher

Post Title Class Teacher	GRADE MPS/UPS
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Post(s) to which directly responsible Immediate line manager
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Post(s) for which directly responsible N/A
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<p>Purpose of job</p> <p>To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students.</p> <p>The Job Description should be read alongside the range of professional duties of Teachers as set out in the School Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the Teaching Standards (2013) for qualified teachers and uphold these standards.</p>

<p>Responsibilities</p> <p>Teaching and Managing Pupil Learning</p> <ul style="list-style-type: none"> • Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time. • Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources. • Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships. <p>Planning and Setting Expectations/Pupil Achievement</p> <ul style="list-style-type: none"> • Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught. • Set appropriate and demanding expectations for pupils' learning and motivation. Set clear targets for pupils' learning, building on prior attainment.

- Identify pupils who have special educational needs and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs).

Assessment and Evaluation

- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- When applicable, understand the demands expected of pupils in relation to the Early Years Statutory Framework.

Relationship with Parents and the Wider community

- Prepare and present informative reports to parents.
- Provide opportunities to develop pupils' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the school context.
- Liaise with agencies responsible for pupils' welfare.

Manage Own Performance and Development

- Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.
- Share corporate responsibility the implementation of school policies and practices.
- Set a good example to the pupils they teach in their presentation and their personal conduct.
- Evaluate their own teaching critically and use this to improve their effectiveness.
- Implements and follows school's child protection policies and procedures.

Managing and Developing Staff and Other Adults

- Establish effective working relationships with professional colleagues including, where applicable, associate staff.

Managing Resources

- Select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met.
- To ensure promotion and support of Equal Opportunities and Health & Safety
- To undertake other duties that are commensurate with the post

Relationships

The postholder will be required to work flexibly to deliver an efficient service.

There will be regular contact with pupils, colleagues, other members of staff, line managers and internal and external customers

Physical Conditions

The post is based at Nineland's Primary School.

Nineland's Primary School has access by stairs and lift and is accessible by disabled persons to the ground floor by a portable ramp on request.

This post is subject to an enhanced Disclose and Barring Service check.

The school operates a non-smoking policy.

Economic conditions

Grade: MPS/UPS

Conditions of Service: Teachers Terms & Conditions apply

Prospects

Promotion

Whilst there is no automatic progression to any more senior posts, opportunities do exist for advancement and promotion, dependent upon normal staff movements and on the capabilities of the individual post holder.

Training

The school encourages training both "in-house" and external to meet the needs of the individual and of the service.

Qualifications

Qualified Teacher Status – Essential

Honours degree - Desirable

Key Skills and Competencies Nursery Teacher

Detailed below are the types of skills, experience and knowledge that are required of applicants applying for the post. The 'Essential Requirements' indicate the minimum requirements, and applicants lacking these attributes will not be considered for the post. The points detailed under 'Desirable Requirements' are additional attributes to enable the applicant to perform the position more effectively or with little or no training. They are not essential but may be used to distinguish between acceptable candidates.

SKILLS	Ess	Des
High level of written, oral and communication skills	*	
Ability to communicate effectively orally and in writing to a range of audiences	*	
High level of organisation and planning skills	*	
An excellent classroom practitioner	*	
Work effectively as part of a team, relating well to colleagues, pupils and parents	*	
Ability to demonstrate a commitment to equality of opportunity for all pupils	*	
Ability to investigate, solve problems and make decisions	*	
Management of people and resources	*	
Able to use own initiative and motivate others	*	
Ability to demonstrate high level ICT skills in personal and educational situations	*	
Ability to relate to and empathise with pupils and to develop trusting and respectful relationships with them	*	
Respect for confidentiality of information concerning individual pupils and ability to use discretion in circumstances of disclosure	*	
Ability to offer expertise in a specific subject or area		*
Ability to teach across primary age range		*
Commitment to an involvement in extra-curricular activities		*
Evidence of sharing in and contributing to the corporate life of the school		*

KNOWLEDGE/PROFESSIONAL DEVELOPMENT	Ess	Des
Knowledge of current educational practice and issues	*	
Evidence of continuing professional development	*	
Take responsibility for their own professional development		*
Knowledge and experience of the national curriculum and Early Years Foundation Stage framework	*	
Knowledge of the provisions of national strategies, i.e. Literacy, Numeracy and ICT	*	
Effective use of ICT to support learning	*	

Any statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress	*	
Full working knowledge of relevant policies/codes of practice/legislation	*	
Knowledge of all phases of primary/secondary education (as appropriate)		*
Understanding of the implications of the Code of Practice for Special Educational Needs for teaching and learning		*

LEADERSHIP	Ess	Des
As the lead professional in the classroom show an ability to advise and support other staff	*	
Establish clear expectations and constructive working relationships in your own classroom through team working and mutual support; devolving responsibilities and delegating tasks where appropriate	*	
Plan, allocate, support and evaluate work undertaken by other staff in the classroom	*	
Lead professional development through example and support		*

DISPOSITION AND ATTITUDE	Ess	Des
Positive and optimistic attitude towards School Improvement and Inclusion	*	
Open-minded and receptive to new ideas, approaches and challenges	*	
Places high priority on effective team working and works easily and comfortably in a team environment	*	
Commitment to an involvement in extra-curricular activities		*
Evidence of sharing in and contributing to the corporate life of the school		*

Assessment will be through a variety of methods i.e. application form, interview and tasks, references and certification.