

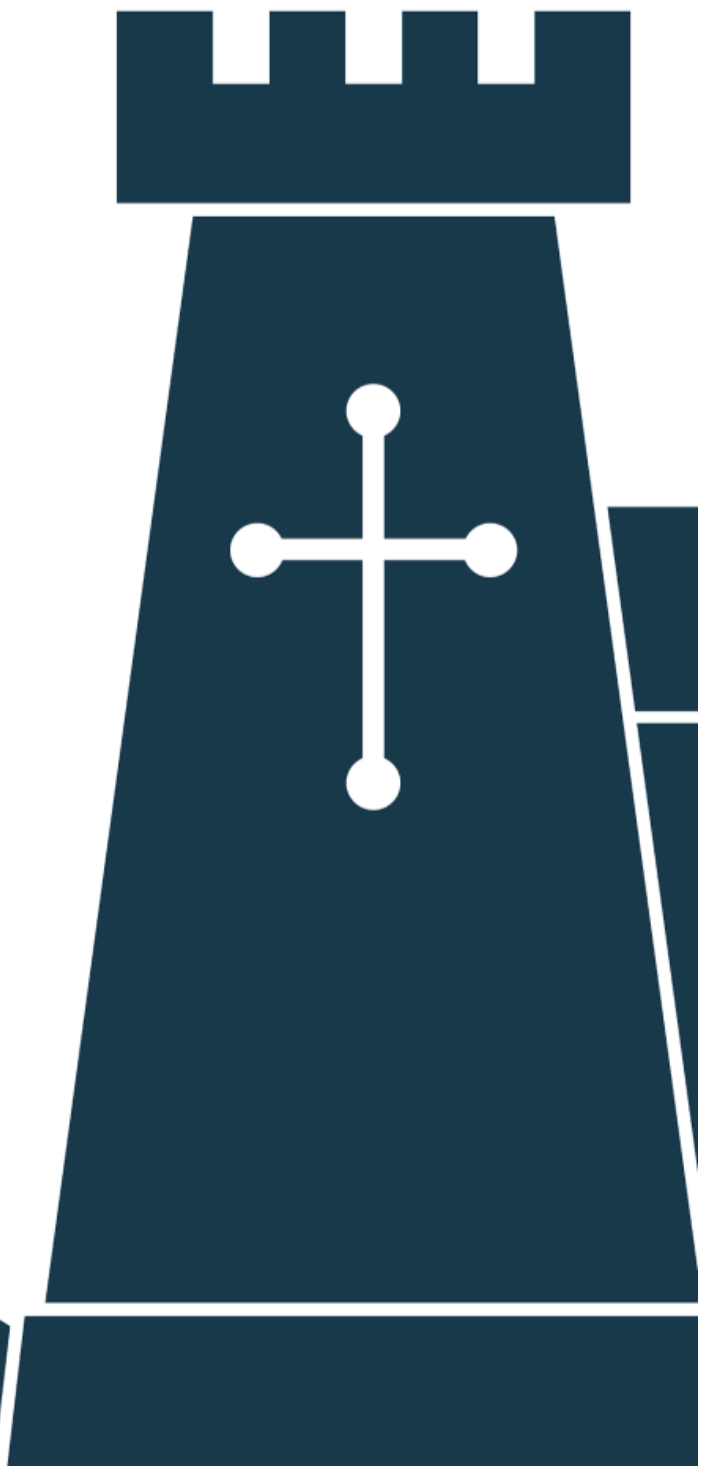


Primary Trained Teacher / Experienced HLTA
to work with KS3 and KS4 Students
November 2021



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November 2021

Dear Candidate,

Thank you for expressing an interest in the position of Primary Trained Teacher / Experienced HLTA to work with Key Stage 3 and Key Stage 4 Students.

The Bay CE School is an all through school (aged 4 – 16years) in Sandown on the Isle of Wight. The school is situated on two sites and this position is based on the secondary site. Please note this is a full time, one year fixed term contract.

We are seeking to appoint an inspirational teacher or experienced HLTA to join our vibrant, experienced, cohesive and successful team who will lead in providing additional catch up for students who have fallen behind during the pandemic. The successful candidate will be proactive in supporting teachers in differentiating the secondary curriculum for those students working at a primary level.

If you are ambitious, resilient and passionate about the outcomes of students on the Isle of Wight and if you share our commitment to ensuring that all students make good progress regardless of their starting points, this is the team for you.

The successful candidate will have used successful strategies using SEN early building blocks of learning. You will be an excellent practitioner with extensive professional knowledge of the primary curriculum and will be able to develop students' skills in the core subjects of Mathematics and English.

We are looking for someone who is:

Able to plan detailed and effective lessons for students who are working from the primary curriculum to enable them to make good progress.

- Able to assist in the gathering of relevant information on individual students.
- Ambitious for their students' futures.
- Inspirational and enthusiastic with high expectations of themselves and students.
- Able to motivate and enthuse students, regardless of background or previous attainment.
- Able to serve student progress through excellent quality first teaching.
- Able to work as part of a team.
- Ambitious for their own professional and career development.
- Able to maintain records regarding individual students and comment on progress.
- Able to liaise with class teachers; SLT, the SENDCo on a regular basis.
- Able to maintain an up to date knowledge of available techniques, resources and developments regarding the teaching of students with special educational needs (including able children) — reviewing as necessary personal teaching methods and programmes.



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In return, we offer:

- A supportive and welcoming community of professionals who value and support its staff.
- Excellent opportunities and preparation for career development.
- High quality professional learning opportunities.

The post will provide excellent opportunities and preparation for career development in a school that values and supports its staff. The post is for up to 30 hours per week and term time only. The post is fixed-term for one year linked to funding.

For an informal discussion, please contact Chris King, Assistant Headteacher.

How to Apply

If you have any questions please contact recruitment@bayceschool.org.

Interested candidates can download an application pack from our website: bayceschool.org or contact recruitment@bayceschool.org

Closing date for applications: Friday 10 December 2021 @ Noon

Interviews: Week commencing 13 December 2021

Start date: January 2022

Completed application forms should be e-mailed to recruitment@bayceschool.org or posted to Mrs L Highmore, HR Manager, The Bay CE School, The Fairway, Sandown, PO36 9JH

All applications will be acknowledged upon receipt.

References will be requested prior to interview and an enhanced DBS check will be required for successful applicants.

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

Should you have any queries, please do not hesitate to contact me.

Yours Sincerely

Mr Duncan Mills

Executive Headteacher

Mrs Westcott-Hayes

Headteacher (Secondary)



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Job Description

Role - Primary Trained Teacher / Experienced HLTA to Work with Key Stage 3 and Key Stage 4 Students

Reports to: SENDCo/Assistant Headteacher/Headteacher/Executive Headteacher

Key responsibilities

- Able to plan detailed and effective lessons for students who are working from the primary curriculum to enable them to make good progress.
- To plan, resource and deliver lessons and sequences of lessons to the highest standard, thereby ensuring meaningful learning takes place and pupils make rapid and sustained progress
- Teach groups / a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- To develop one's own teaching practice to a level of advanced proficiency.
- To fully implement all school routines and techniques for creating a culture of high expectations.
- To contribute to the enrichment, extra-curricular and raising aspirations programmes.
- To provide daily pastoral tutoring/intervention.
- Promote the school's vision.
- To contribute to the effective daily working of the school.

Outcomes and Activities

Teaching and Learning

- With direction from the SENDCo/Assistant Headteacher and within the context of the school's curriculum and schemes of work, to plan and prepare effective teaching schemes and lessons.
- To teach engaging and effective lessons that motivate, inspire and improve pupil attainment.
- To use regular assessments to set targets for pupils, monitor pupil progress and respond accordingly to the results of such monitoring.
- To produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils.
- To develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in pupil achievement.
- To ensure that all pupils make progress.
- To maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications.
- To direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities.
- To implement and adhere to the school behaviour management policy, ensuring the health and well-being of pupils is maintained at all times.



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- To participate in preparing pupils for external examinations (where appropriate).

School Culture

- To support the school's values and ethos by contributing to the development and implementation of policies, practices and procedures.
- To help create a strong school community, characterised by consistent, orderly behaviour and caring, respectful relationships.
- To help develop a school/department culture and ethos that is utterly committed to achievement and good discipline.
- To be alert and active on issues relating to pupil welfare and child protection.
- To run enrichment sessions as part of the timetabled school day.
- To support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required.

Other

- To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development.
- To undertake, within reason, other various responsibilities as directed by the Headteacher/Executive Headteacher.

Generic quality statement: The Isle of Wight Council expects that its staff will adhere to its policies and procedures. All members of staff are expected to be familiar with procedures and undertake appropriate activities to support their learning and development.

Safeguarding - The Isle of Wight Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and operates stringent safer recruitment practices.

Diversity and Equality - All employees are expected to treat others with dignity and respect.

Health and Safety - The Isle of Wight Council has a duty to protect employees and all employees have a duty to protect themselves and others from harm as far as is reasonably practicable.

Data Protection and ICT Security – All employees are required to ensure that any information or data collected or input in to a Council system complies with the standards set out and any associated processes that are specific to an area of work.



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Person Specification

Primary Trained Teacher / Experienced HLTA to Work with Key Stage 3 and Key Stage 4 Students

Essential / Desirable	Criteria	Teacher	Experienced HLTA
E	Qualifications	<ul style="list-style-type: none">• Qualified to teach and work in the UK (Teacher)• Ability to teach Maths, English, Science to KS2/KS3/KS4 (any or all of)	<ul style="list-style-type: none">• NVQ Level 4 or equivalent (Experienced HLTA)• Ability to teach Maths, English, Science to KS2/KS3/KS4 (any or all of)
E	Experience	<ul style="list-style-type: none">• Evidence of being, or having the potential to be, an outstanding teacher (Teacher)	<ul style="list-style-type: none">• Substantial experience in a school environment working with a relevant age group (Experienced HLTA)• Planning, preparing and delivering learning activities.
E	Knowledge	<ul style="list-style-type: none">• Up to date knowledge of KS2-4 curriculum stages• An understanding of what an outstanding education looks like in the classroom• An understanding of the strategies needed to establish consistently high expectations	<ul style="list-style-type: none">• Up to date knowledge of KS2-4 curriculum stages• An understanding of what an outstanding education looks like in the classroom• An understanding of the strategies needed to establish consistently high expectations



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E	Behaviours	<p>Leadership</p> <ul style="list-style-type: none"> • Effective team worker • High expectations for accountability and consistency • Vision aligned with The Bay's high aspirations, high expectations of self and others • Genuine passion and a belief in the potential of every pupil • Motivation to continually improve standards and achieve excellence • Effective listening skills that lead to a strong understanding of others • Commitment to the safeguarding and welfare of all pupils <p>Teaching and Learning</p> <ul style="list-style-type: none"> • Excellent classroom teacher, or potential to be one, with the ability to reflect on lessons and continually improve their own practice • Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards • Thinks strategically about classroom practice and tailoring lessons to pupils needs • Understands and interprets complex pupil data to drive 	<p>Leadership</p> <ul style="list-style-type: none"> • Effective team worker • High expectations for accountability and consistency • Vision aligned with The Bay's high aspirations, high expectations of self and others • Genuine passion and a belief in the potential of every pupil • Motivation to continually improve standards and achieve excellence • Effective listening skills that lead to a strong understanding of others • Commitment to the safeguarding and welfare of all pupils <p>Teaching and Learning</p> <ul style="list-style-type: none"> • Experienced HLTA, with the ability to reflect on lessons and continually improve their own practice • Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards • Thinks strategically about classroom practice and tailoring lessons to pupils needs • Understands and interprets complex pupil data to drive lesson planning and pupil attainment
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		<p>lesson planning and pupil attainment</p> <ul style="list-style-type: none">• Good communication, planning and organisational skills• Demonstrates resilience, motivation and commitment to driving up standards of achievement• Acts as a role model to staff and pupils• Commitment to regular and on-going professional development and training to establish outstanding classroom practice.	<ul style="list-style-type: none">• Good communication, planning and organisational skills• Demonstrates resilience, motivation and commitment to driving up standards of achievement• Acts as a role model to staff and pupils• Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
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Other

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced Disclosure & Barring Service check.



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