

## Great Witley CE Primary School



Application Pack  
Reception Class Teacher  
2 days a week  
Fixed term for 1 term.



We are delighted to advertise the role of **Reception Class Teacher** for 2 days a week for the Summer Term.

**Salary:** Teacher Main Pay Scale M2 – M6

**Contract:** 0.40 Fixed Term until 31<sup>st</sup> August 2025

**Start Date W/C:** Monday 28<sup>th</sup> April 2025

Great Witley CE Primary School has an exciting opportunity to recruit an experienced, committed and innovative EYFS/Reception teacher to join our team for the Summer Term. Our school is a lively, exciting place of learning. We work hard to raise our children's aspirations and value the individual achievements of each child. We are passionate about raising standards and improving the life chances of our children.

We are part of the highly successful Rivers C of E Academy Trust. We are a dynamic trust of sixteen primaries, first and nursery schools and a thriving teaching alliance with a strong educational reputation. As a member of our 750+ staff community, you will have access to a collaborative network of colleagues who work together to drive high standards and benefit from a contributing pension scheme, access to continued professional development and opportunities for internal talent management.

**We are looking for a teacher who can demonstrate and deliver:**

- A passion for teaching and learning to ensure every child makes good progress.
- A good understanding of the EYFS national curriculum.
- A clear understanding of how phonics is taught.
- Enthusiasm and the ability to inspire children and colleagues.
- A commitment to promoting the vision and core values of the school.
- High expectations of self and others; the desire and ability to make a difference.

**Great Witley Primary can offer:**

- A thriving school which is at the Centre of the local community.
- Vibrant and stimulating indoor and outdoor learning environments.
- Happy and friendly children with excellent behaviour.
- The opportunity to work within a successful school within an outward looking MAT.
- Support to further develop your skills as a teacher and a commitment to high quality CPD.

The closing date for applications is **9 am Thursday 6<sup>th</sup> February 2025**. Applications should be made on a Rivers Academy Trust application form, which are available on our website. Completed application forms should be sent to **kfletcher2@riverscofe.co.uk**

Interviews for this post will take place: **Wednesday 12<sup>th</sup> February 2025**

Shortlisting will take place by Monday 10<sup>th</sup> February. If you have not heard back from us after this date, unfortunately you have not been successfully shortlisted. If you have any further queries, or would like to visit our school, please call the main office on 01299 896246

We look forward to hearing from you.



# Great Witley Primary School

## Job Description

**Job title: Reception Class Teacher**

**Salary Range:** Mainscale M2 – M6

**Contract:** 0.40 FTE Fixed Term until 31st August 2025

**Line of Responsibility:** Responsible to Headteacher

### **Our People Values:**

- **Our Vision – Let your Light Shine and Be Extraordinary.** Through an extraordinary education, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests, enable pupils to flourish and be extraordinary people. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their extraordinary futures in an ever-changing world.
- **Our STARS values** - Empowering staff to make a difference to children's outcomes: Sharing; Trust; Achievement; Respect and Safety.
- We expect our staff to: deliver high quality performance for our children, have a positive and proactive approach, be passionate about learning and CPD; listen to and work collaboratively with others and engage in school and Trust life.

### **Key Purpose:**

- Be responsible for the learning and achievement of all pupils in class ensuring equality of opportunity for all.
- Be responsible and accountable for achieving the highest possible standards in work and conduct.
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

### **Main Activities:**

#### **Teaching**

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach.
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- Be accountable for the attainment, progress, and outcomes of pupils' you teach.
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these, demonstrating knowledge and understanding of how pupils learn.

- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English and written English (whatever your specialist subject)
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.
- Make accurate and productive use of assessment to secure pupils' progress.
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.
- Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document

### **Behaviour and Safety.**

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.
- Have high expectations of behaviour, promoting self-control and independence of all learners.
- Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

### **Team working and collaboration.**

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments.
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation, and pastoral functions of the school.
- Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document.

### **Fulfil wider professional responsibilities.**

- Work collaboratively with others to develop effective professional relationships.
- Deploy support staff effectively as appropriate.
- Communicate effectively with parents/carers regarding pupils' achievements and wellbeing using school systems/processes as appropriate.
- Communicate and co-operate with relevant external bodies.
- Make a positive contribution to the wider life and ethos of the school Administration.
- Register the attendance of and supervise learners, before, during or after school sessions as appropriate.
- Participate in and carry out any administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document Professional development.
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and wellbeing, refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal.
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

### **Other**

- To have professional regard for the ethos, policies and practices of the school in which you teach and maintain high standards in your own attendance and punctuality.
- To always ensure professional behaviour in regard to the schools Code of Conduct and Keeping Children Safe in Education.
- Perform any reasonable duties as requested by the Head Teacher.

### **Conditions of Employment**

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment.
- To be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions
- Attention is also drawn to the requirements for planning, preparation and assessment time under which all teachers at a school with timetables teaching commitments have a contractual entitlement to guaranteed PPA time within the timetabled teaching day.
- Any other duties as directed by the Headteachers.

The school reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided.

The duties described in this Job Description must be carried out in a manner which promotes equal opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy and Code of Conduct.



## Great Witley Primary School Person Specification

Criteria	Essential	Desirable
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Successful primary teaching experience</li> <li>• Recent and relevant teaching experience in EYFS/KS1</li> </ul>	<ul style="list-style-type: none"> <li>• Teaching across the primary age range</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn.</li> <li>• Ability to adapt teaching to meet pupils' needs.</li> <li>• Ability to build effective working relationships with pupils.</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of national assessments (e.g. EYFS, Phonics)</li> <li>• Evidence of continuous professional development and commitment to further professional development</li> <li>• Assessment and its implications for whole school assessment and measurement of pupil progress.</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school.</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively.</li> <li>• Commitment to maintaining confidentiality at all times.</li> <li>• Commitment to safeguarding and equality.</li> <li>• Approachable, Committed, Empathetic, Enthusiastic,</li> <li>• Organised, Patient, Resourceful, Team Player</li> </ul>	

## *About Our School*

As a school, we are committed to creating a happy and vibrant community, where everyone feels valued, where students are stretched and supported academically and are given memorable experiences that excite them about learning for life. This is underpinned by our school values.

Our STARS values:

**Sharing**

**Trust**

**Achievement**

**Respect**

**Safety**

Thank you for your interest in Great Witley Primary School. If you would like to find out more or to arrange a tour of the school, please get in touch using the contact details.

Mrs Ramsey

### **The Rivers Multi Academy Trust**

When you join Great Witley Primary you become part of The Rivers CofE Academy Trust family, a group of 16 schools and over 750 staff working in partnership to provide the best learning experience for over 4600 children.

As a member of the trust, you will have access to a wider network of friendly colleagues, working in similar positions, who are available to offer support, share ideas and provide guidance.

There are plenty of opportunities for you to thrive and grow your skills, through training and collaborative working.