

Reception Teacher

Location	Woodlands Primary School (Sheffield)
Salary	Teachers' pay scales
Contract term	Part time 0.4FTE, permanent
Responsible to	Headteacher
Start date	1 January 2025 (start date is negotiable)
Closing date	Midnight Sunday 24 November 2024

Woodlands Primary School

Woodlands Primary School is a 2-form entry primary and nursery for children aged 2-11 in the vibrant South Sheffield community of Gleadless Valley. This popular and over-subscribed school has around 500 pupils. In February 2022, Ofsted graded our school as strongly Good.

If you share our belief in high expectations for all children, possess resilience and a strong work ethic, we would love to hear from you.

Woodlands Primary School is a part of Mercia Learning Trust, a successful partnership of four primary and three secondary schools located in the south-west of Sheffield. Established in 2012, with one secondary school, our trust has grown to serve over 5000 pupils, with 650 staff.

Our staff are a crucial part of our trust, just like our pupils. We are devoted to recruiting, training, retaining and taking good care of our highly skilled and dedicated team.

The role

Woodlands Primary School has an exciting opportunity for an ambitious, talented and caring individual to join our early years team. The role is permanent and part time, working two-days a week. The working days are Thursday and Friday, and the start date is 1 January 2025. The days worked and start date are both negotiable for the right candidate.

You will be responsible for the implementation and impact of our curriculum through the delivery of exceptional teaching and learning to all pupils. This will ensure they achieve the very best that they can.

Teaching responsibilities include:

- delivering engaging and effective lessons that meet the needs of all pupils in the class.
- developing and implementing a curriculum that is aligned with the National Curriculum and school policies.
- providing regular feedback and assessments to pupils and their parents/carers on progress and achievement.
- working collaboratively with colleagues to ensure consistency of practice and high standards across the school.
- supporting and encouraging pupils, ensuring they are able to achieve highly and be successful.

The candidate

Candidates must have the ability to engage, inspire and motivate both pupils and colleagues and have the strategic vision to be part of the team.

The successful candidate will be responsible for teaching in Reception, and will be able to demonstrate excellent classroom skills, including a sound understanding of how children learn. They will also have the ability to forge excellent relationships with colleagues, parents and most importantly, our children. They must be team players who are exceptional teachers of English and maths, as well as having the knowledge and skills to inspire children's learning in all wider areas of the curriculum.

If you are a dedicated and passionate teacher with a desire to make a real difference in the lives of children, then we want to hear from you.

Job description

Purpose

Teach exceptional lessons to all pupils, irrespective of background, ensuring all achieve and go on to lead happy and fulfilling lives.

Key responsibilities

- Pursue the aims of Woodlands Primary School in a positive manner and promote its ethos.
- Work co-operatively within the 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.
- Teach pupils according to their individual needs, including the planning and assessment of work.
- Monitor and report individual progress and achievement to others, including parents and carers.
- Implement and maintain the school's policy on discipline and behaviour.
- Support the school's endeavours to meet the needs of its community.

Class teacher duties

- Plan programmes of work for pupils in co-operation with teaching colleagues within the team, and agreed schemes of work, in order to ensure that all children experience similar learning opportunities.
- Provide feedback that moves learning forward.
- Ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently.
- Supervise the use of support staff relevant to the class.
- Contribute to the provision of a safe and secure learning environment.

General/other

- The post may be required to travel and work within any school in the Mercia Learning Trust
- Contribute to whole school events as and when required.
- Ensure accurate records are securely maintained and held in accordance with General Data Protection Regulations (GDPR)/Data Protection Act 2018.
- Develop professional, constructive relationships with other agencies, schools and professionals.
- Participate in meetings, training and professional development as required of the post.
- Contribute to the overall development of Woodlands Primary School and Mercia Learning Trust, ensuring both operate because of shared and collective responsibility, including, contributing to trust partnership activities to drive school and trust improvement.
- All schools in the Mercia Learning Trust are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees are expected to share this commitment.
- Be aware of the school's duty of care in relation to staff, students and visitors and to always comply with all health and safety policies at all times.
- Be aware of and comply with the codes of conduct, regulations and policies of the school and its commitment to equal opportunities.
- Any other delegated roles as directed by the headteacher.

This job description is current at the date as shown, but in conjunction with the post holder, may be changed by the headteacher to reflect or anticipate changes in the role which are commensurate with the grade and job title

Person specification

Role: Reception Teacher

Attributes	Essential	Desirable	Assessment
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Teaching degree or equivalent (2:1 degree as a minimum is desirable) 	<ul style="list-style-type: none"> • Evidence of further educational study or qualification 	<ul style="list-style-type: none"> • Application • Interview • References
Skills and knowledge	<ul style="list-style-type: none"> • Highly effective communication skills. • Clear commitment to and understanding of child protection matters • Exceptional knowledge of the National Curriculum and the Early Years Foundation Stage Framework • Knowledge of current initiatives relating to achievement and inclusion • Ability to create a warm, positive and motivating learning experience for pupils 	<ul style="list-style-type: none"> • Willingness to contribute to and participate in the wider context of school life 	<ul style="list-style-type: none"> • Application • Interview • References
Experience	<ul style="list-style-type: none"> • Teaching to a full range of age and ability within a primary school • Track record as a successful classroom practitioner across the early years and primary school age and ability range 	<ul style="list-style-type: none"> • Evidence of strong pupil outcomes especially for disadvantaged and vulnerable pupils • Experience of intervention processes to raise achievement • Experience using a range of assessment tools 	<ul style="list-style-type: none"> • Application • Interview • References
Personal qualities	<ul style="list-style-type: none"> • Clear understanding of working effectively with the leadership team • Proven record of being transparent, approachable, and accountable • High expectations which motivate and challenge pupils • Ability to receive and act on feedback • Strong attention to detail • Aligned to values of our trust and schools 		<ul style="list-style-type: none"> • Application • Interview • References

How to apply

- All candidates must complete the following application process:
 - submit an application form via <https://www.eteach.com/careers/merciatrust>
- We do not accept CVs or council forms.
- After your application has been submitted:
 - in all cases written references will be taken up and made available to interviewers before the final selection stage
 - an email and/or letter will be sent to shortlisted candidates with details of the interview process
 - if you have not heard from us within two weeks of the closing date, please assume that, on this occasion, your application has been unsuccessful
- Further information:
 - Take a look at www.merciatrust.co.uk/careers for more on what it's like working for the trust, what we offer you, and what we're looking for
 - Should you require any additional information about the role or the school or would like an informal discussion or out of hours visit, please contact us on 0114 239 6464 or enquiries@woodlands.sheffield.sch.uk
 - For more information about the application process, please email recruitment@merciatrust.co.uk

- The closing date for applications is **Midnight Sunday 24 November 2024.**

The small print

Mercia Learning Trust is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. If you are shortlisted, your suitability to work with children will be explored, and this will include disclosing convictions. The information you disclose may be discussed with you during the interview.

The successful candidate will therefore be required to complete a DBS check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.

In accordance with DfE Keeping Children Safe in Education 2024, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.

We are an equal opportunities employer. Our staff are recruited and promoted on the basis of their merits and abilities and no job applicant or employee receives less favourable treatment on the grounds of racial group, origin or nationality, sex, disability, marital status, age, sexual orientation, political or religious beliefs or trade union activity. Please indicate whether there are any reasonable adjustments or access requirements you would need to help you to attend an interview. If you wish to discuss your requirements prior to submitting your form, please contact our recruitment team on 0114 349 4230.