



GREEN WRYTHE PRIMARY SCHOOL



Proud to be part of the

GREENSHAW
LEARNING TRUST

RECRUITMENT PACK



Green Wrythe Primary School,
Green Wrythe Lane,
Carshalton,
Surrey, SM5 1JP

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Dear Candidate,

Thank you for your interest in the role of SEN Class Teacher at Green Wrythe Primary School. We are proud members of the Greenshaw Learning Trust, a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing our own distinctive character. This post is for a full time SEN class teacher in our Highly Specialised Resource Provision Base, Rainbow, teaching children with a primary need of autism.

The Trust is a vibrant and forward-thinking community of teachers, support staff and learners committed to educating the 'whole child' to improve life chances, whilst securing the best possible outcomes for students. We encourage all young people to work hard and make the most of the opportunities they are given. Our amazing team of teachers and support staff themselves demonstrate and encourage a lifelong love of learning, both within and beyond our curriculum.

As one of the highest performing multi-academy trusts in the country, we currently have schools across South London, Berkshire, Surrey, Gloucestershire and South Gloucestershire, and Plymouth. We are continuing to grow and have further schools joining us on a regular basis.

We strive to be an inclusive and diverse employer and we encourage applications from underrepresented demographics. We recognise the need to achieve a good work-life balance and encourage discussions regarding flexible working across our schools and Shared Service teams. We aim to create the conditions under which our colleagues are able to thrive and to deliver exceptional work for the young people and communities which we serve. To get a feel of life at Greenshaw Learning Trust, please download our 'Why you should work for GLT' recruitment brochure on our jobs portal.

Green Wrythe Primary School is committed to safeguarding and promoting the welfare of children and young people, therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

The school website provides a clear picture of our aspirations and our vision: however, please do not hesitate to contact us to seek further information from our School HR Manager, Tamsin Evans: tevens48@greenwps.org. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely

Anoushka De Sampayo,
Headteacher

ABOUT OUR SCHOOL

At Green Wrythe Primary School, we have built our ethos on a strong set of core values which underpin everything that we do. Our aim is to give students at Green Wrythe Primary School a better chance of success than if they attended any other school in the country.

Green Wrythe Primary is a successful and unique school consisting of two departments Ark and Rainbow, and was rated Good in all areas at the last Ofsted inspection in April 2023. Ark, is our one form entry mainstream school department. Rainbow is our specialised education department for 59 children with autism.

Ambition, excellence and pride run through all aspects of school life.

Ambition

We have a strong desire and determination to achieve success. We believe there are no limits to what can be achieved. We do what it takes for as long as it takes. In other words, we go for it every day!

Excellence

We strive for greatness in everything we set our minds to. We endeavour to do our very best and excel in all aspects of school life.

Pride

We are 'fiercely' proud of ourselves, our school, our community and our Trust. We hold our heads high and feel a sense of togetherness and joy in our school.

Department/team information

The successful candidate will join an experienced and supportive team in Rainbow to lead outstanding classroom practice as class teacher of approximately 6-8 pupils all who have an EHCP in a Rainbow class. You will lead and be supported by an educational class support team of 2-3 staff, comprising a Teaching Assistant and Learning Support Assistants.

TERMS AND CONDITIONS

CONTRACT

Permanent

SALARY

- Salary calculated in line with Outer London Teachers pay scales,
 - Main M1-M6 (£36413-£48532),
 - Upper UPS1-UPS3 (£50210-£53994)

HOURS OF WORK

32.50 hours a week, Monday - Friday

PLACE OF WORK

Green Wrythe Primary School, Green Wrythe Lane, Carshalton, Surrey SM5 1JP.

PENSION SCHEME

- Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Teachers' Pension Scheme or a Personal Pension Scheme.

HOLIDAY ENTITLEMENT

- Subject to Working Time provisions of the School Teachers Pay and Conditions Document your holidays coincide with periods of school closure.

PROBATION PERIOD

New employees are required to complete a six-month probationary period.

STATUTORY CHECKS

All employment offers are made subject to checks in line with Government guidance (some of which are dependent upon the role/individual). These include: online checks, evidence of identity and right to work in the UK, an enhanced Disclosure and Barring Service check, overseas criminal record check if the successful candidate has worked or resided overseas in the last five years, confirmation of a satisfactory medical report, satisfactory references, evidence of qualifications, DfE teaching/management barred list check.

JOB DESCRIPTION

Post:	SEN Class Teacher
Responsible to:	Headteacher
Responsible for:	Class based staff

ROLE OVERVIEW

We are looking for an enthusiastic SEN/Autism specialist to join our committed Rainbow Department. The successful candidate will motivate, challenge, support and inspire our students. They must also have relevant experience in a similar role with a proven track record. You will be responsible for the management of the classroom environment and support of children in their class working to implement the knowledge and planning of the curriculum via assessment, recording and reporting.

MAIN DUTIES AND RESPONSIBILITIES

- To teach a class of approximately 6-10 children with Education Health and Care Plans (EHCP) for a primary need of ASD according to their educational needs, including the setting and marking of work to be carried out by the pupil in school and elsewhere.
- To formulate a clear view of the capabilities of each child, set challenging achievable targets for each child and to monitor and review their performance targets during the year.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To produce medium- and short-term plans of work and contribute to the overall curriculum planning of the ASD base.
- To monitor and support the overall progress and development of students as a teacher, developing and implementing individual outcomes for each child including EHCP outcomes.
- To facilitate and encourage a learning experience via management of the work of support staff in the class to ensure they are effective practitioners providing students with the opportunity to accelerate with their learning.
- To contribute to raising standards of student attainment across the school.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To assist in managing the pupils personal care needs where appropriate

TEACHING, LEARNING AND STUDENT PROGRESS

- To undertake a designated programme of planning and teaching in line with the Early years Curriculum and/or National Curriculum requirements and the school's curriculum aims and objectives and SEN code of practice and to teach consistently high-quality lessons.
- To ensure the effective/efficient deployment of classroom support.
- To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and home learning.
- To lead, monitor and evaluate assessment in line with whole school and department policy.
- To follow department monitoring and tracking systems relating to student's attainment, progress and achievement.
- To mark, grade and give written/verbal and diagnostic feedback as required.
- To undertake assessment of students as requested by external examination bodies, curriculum areas and school procedures.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To update professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology.
- To attend regular team, curriculum and staff meetings in line with school procedures and to carry out duties which form part of the school's daily organisation.
- To liaise with the relevant pastoral leaders to ensure the implementation of the Student Support system.
- To prioritise and manage time effectively, ensuring continued professional development in line with the role.
- Communicating and consulting with the parents of pupils.
- Communicating and cooperating with professional persons or bodies outside the school.
- To follow the school policies and procedures.

STAFF DEVELOPMENT

- To continue personal development in the relevant areas, including subject knowledge and teaching methods.
- To engage actively in the Performance Management process.
- To participate in whole school professional learning programmes.
- To take part in the staff development programme by participating in arrangements for further training and professional development.

SAFEGUARDING

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding Policy within the school.
- Comply with the school's Safeguarding Policy to ensure the welfare of children and young persons.
- Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment.

The duties and responsibilities in this job description are not restrictive and you may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

PERSON SPECIFICATION

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples, within their application.

	Essential	Desirable
Qualifications and training		
Educated to degree level or equivalent	x	
Experience of teaching children with autism	x	
Experience of leading and managing a class team	x	
Qualified Teacher Status	x	
Knowledge of ASD learning programmes such as Attention Autism		x
Experience of teaching children with autism who are pre verbal		x
Willingness to undertake further CPD relevant to SEN teaching	x	
Evidence of wider professional development		x
Skills and experience		
Outstanding organisational skills to promote successful learning for children with autism	x	
Excellent interpersonal and teamwork skills	x	
Excellent communicator – sensitive, compassionate and effective	x	
Knowledge of strategies to inspire and improve outcomes for students	x	
Willingness and ability to reflect upon their own performance as a teacher	x	
Monitoring, assessment, recording and reporting of pupil progress	x	
Knowledge of strategies to recognise and reward efforts and achievements and the ability to encourage students to become self-reliant and independent learners	x	
Specific knowledge of methods used to meet the needs of children with autism		x
Evidence of working effectively with professionals from a variety of agencies		x

Personal attributes		
Able to establish good working relationships with a wide range of people - students, colleagues and parents	x	
A willingness to become involved in all aspects of school life	x	
Be confident with technology used in teaching e.g. interactive whiteboard; google workspace		x
Committed to the safeguarding of children	x	

THE RECRUITMENT PROCESS

APPLICATION

To apply for a vacancy, please register for an online account and complete the online application form on the GLT website. In the application form you should demonstrate how you meet the requirements set out in the person specification. Include specific examples which support your application. You will have the opportunity to upload additional documents in support of your application if required.

Please ensure you enter your correct email address when registering for your online account. This is the email address we will use to contact you about your application.

Applications must be received no later than 11.59pm on 13th June 2025. Applications received after this date will not be considered. We reserve the right to interview candidates as applications are received and close the advert prior to the closing date should an appointment be made.

INTERVIEW PROCESS

Interviews will be held on 19th June 2025. Shortlisted applicants will be invited by email to attend an interview. References may be taken up after shortlisting. Please indicate on your application form if you are happy for us to do so. As part of your interview, you may be asked to undertake a practical test related to the knowledge and abilities in the person specification.

TAKING UP POST

The successful applicant will take up the post on 1st September 2025.