



# Ravenstone

## PRIMARY SCHOOL

### Candidate Information Pack

SEN Class Teacher

September 2025



WANDLE  
LEARNING  
TRUST



Welcome and thank you for taking the time to explore and consider Ravenstone for your future. I hope that this application pack gives you everything you need to consider working with us.

Ravenstone is a fantastic school. Every child that steps through the gates is welcomed into an aspirational, creative community that focuses on allowing children to flourish as individuals and reach their potential academically.

We are delighted that you have taken the time to request a candidate pack and show an interest in the class teacher role at our school. This is truly a special school and we are looking for someone special with great qualities and enthusiasm to work closely with our team on our journey ahead.

Please do get in touch if you require any more information. We warmly welcome you to come and visit Ravenstone, meet our children and staff and have a chat to see if this is the place for you! We look forward to you applying for the post.

*Francis O'Kane*

A handwritten signature in blue ink that reads 'F O'Kane'. The signature is stylized with a large 'F' and a cursive 'O'.

*Headteacher*



## About Ravenstone

Ravenstone is part of the Wandle Learning Trust, a Multi Academy Trust based in South London, comprising of one secondary school and four primary schools. The Trust also runs the Wandle Learning Partnership, which oversees our English, Maths and Teaching School Hubs, as well as our sector leading phonics programme, Little Wandle Letters and Sounds Revised.

Please download forms and further information from our website

<http://wandlelearningtrust.org.uk/work-with-us> and return your completed application form to Piyush Patel at [ppatel@ravenstoneprimary.org.uk](mailto:ppatel@ravenstoneprimary.org.uk).

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check and a Children's Barred List check.

The Wandle Learning Trust values the diversity of our students and is proud to inspire them through representative teaching and support staff. We aim to select all staff on merit, irrespective of race, sex, disability, age, gender reassignment, sexuality or other protected characteristics under the Equality Act 2010.

The Academy welcomes applications from disabled candidates. If you have a disability, please indicate any adjustments we might make when applying in order to ensure that the shortlisting process is fair and meets your needs.

The school has served the local community for the last 100 years. We are conveniently placed for public transport links - Balham main line train and tube station is 3 minutes away with easy access to all of London, Kent, Surrey and Sussex. We also have parking available onsite. The open space of Tooting Bec Common and the vibrant Balham centre are a few minutes from the school.

### **School organisation**

There are approximately 320 children on roll including full-time and part-time nursery children. These are arranged in 14 classes and the nursery. We are a two-form entry school. We are also very proud to have an autism resource base as part of our school where we nurture and cater for 18 children with autism. This is called our HIVE.

### **ASD Provision (The Hive)**

The Hive is a unit for children on the autism spectrum at Ravenstone Primary School. We opened in November 2017. We educate and nurture 18 children from reception to Year 6. Children in The Hive have opportunities throughout the day to access mainstream education, with support from the specialised ASD trained staff.

### **School focus**

We are committed to the continuous improvement of every aspect of school life for children at Ravenstone. We seek to deliver an outstanding educational experience of the highest quality for children of diverse backgrounds and abilities. Enthusiasm, enjoyment, creativity, imagination and high expectations of both pupils and staff are at the centre of a wide variety of learning activities.

Our school vision is 'Children reaching their potential in the heart of the community' and our core values are Happy, Kind, Creative, Honest, Determined and Respect. You will see the school values characters around the school and in all classes and they are spoken about each day, in class, in the playground and in assemblies. We promote our values in everything we do and we strive to allow our children to be confident individuals who understand themselves and will grow into well rounded adults who add to the world we live in.



As a school we focus on developing the adult as much as the child. We believe if every member of staff is the best they can possibly be while constantly looking at ways to improve then this will provide our children with an outstanding environment to learn within. We are extremely fortunate to be a part of the Wandle Learning Trust and all that it has to offer including the Teaching school and English and Maths Hubs and lots of professional development opportunities working alongside our colleagues in Chestnut Grove, Chesterton Primary and Paxton Academy.

Our ultimate aim is to become outstanding and continue to become a centre of excellence within the local community and beyond.



## Community

We are proud to serve and be supported by our community. We offer a vibrant and rewarding environment with a committed team of hardworking staff, supportive governors and enthusiastic parents. The children are happy and keen to learn. We pride ourselves on the friendliness, confidence and character of our children.

The partnership between school and home is very important to us. We value parental involvement and have a thriving parents' and carers' association, Friends of Ravenstone, which organises social events and raises funds for the school which are used to enhance the children's educational experience. Recently funds have been used to develop our music provision, a state-of-the-art sensory room for Early Years, the redevelopment of parts of the playground, the purchase of IT equipment and contributions to school trips and school journey.

We welcome volunteers from both the parent body and the local community to help in the school with reading, gardening, chess and newspaper clubs.

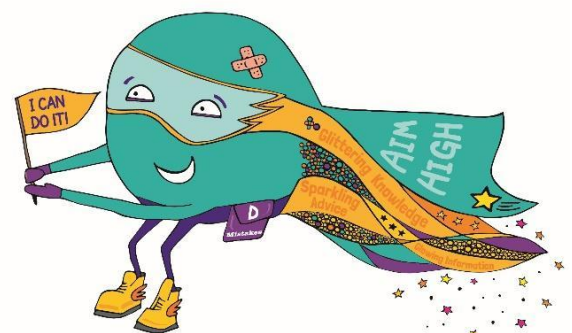


### Curriculum enrichment/Ravenstone Entitlement

The Ravenstone entitlement is an offer to every child in the school. This offer includes at least one external trip, one inspirational internal visit and a curriculum themed day every term. We believe that every child deserves to learn in an engaging and purposeful learning environment that inspires them to become curious and ambitious.

Ravenstone celebrates each child's participation and achievement in a wide range of activities including languages, food, art, sport, music and dance. We want all pupils to experience London's rich diversity and we organise school trips as well as visits to the school by outside speakers.

Sport is one of the cornerstones of the school's identity. We are fortunate to have a full-time dedicated sports teacher and part time dance teacher and Ravenstone regularly excels in inter-school competitions. We have represented Wandsworth in athletics and swimming at the London Youth Games. Though competition is encouraged, children understand that sport is primarily undertaken for enjoyment and can be accessed by all, regardless of ability or experience.



Dorothy Determined



# About the Trust



As part of Wandle Learning Trust Ravenstone Primary School enjoys the support of our teacher and curriculum development arm, the Wandle Learning Partnership. Our Partnership consists of Department for Education designated Teaching School, English and Maths Hubs.

The Partnership is also home to Little Wandle Letters and Sounds Revised a DfE-validated SSP developed by our Trust schools in partnership with Little Sutton Primary School. As well as supporting schools both regionally and nationally our Partnership offers unique opportunities to all Trust staff to develop their subject and leadership skills. Each of the Heads within our schools has the opportunity to shape and deliver high profile school improvement work that benefits their own school as well as hundreds of others.



London South West Maths Hub is also part of Wandle Learning Trust, working in partnership with Wandsworth Local Authority. The Hub – run out of Chesterton Primary School – is one of 34 Maths Hubs awarded across the country by the Department for Education. This means that Ravenstone Primary School staff and pupils benefit from the support of consistently outstanding maths provision.



The London South West Maths Hub aims to support schools in five boroughs (Wandsworth, Merton, Sutton, Kingston, Richmond) through a range of national and local projects each year. The core purpose of the Hub is to engineer a school-based support network to develop Mastery style teaching at all levels of education.



Partnering with UCL, our Teaching School Hub delivers the Early Career Framework and new NPQs, as well as a suite of targeted CPD.

## EnglishHubs

Wandle at Chesterton Primary

Ravenstone Primary School staff and pupils also have the support of Wandle English Hub – a status awarded to Chesterton Primary School on account of outstanding English teaching and learning. The Hub works with 16 boroughs across London supporting schools to achieve excellence in early literacy teaching.



Our DfE-validated SSP Little Wandle Letters and Sounds Revised has been developed by Wandle Learning Trust schools in partnership with Little Sutton Primary School and is currently used by more than 4,500 schools across the country to teach early reading.

# RAVENSTONE PRIMARY SCHOOL

## Class Teacher The Hive (ASD Base)

Contact us:

Telephone:  
0208 673 0594

Email:  
ppatel@ravenstoneprimary.org.uk

### JOB DESCRIPTION

Position: Class Teacher - The HIVE (ASD Base)  
Grade: Main Pay Scale depending on experience. There is also an SEN allowance allocated for this post  
Start date: September 2025 (Autumn term)  
Responsible to: Head of the Hive/Headteacher

This job description reflects the vision for Ravenstone Primary School.

**JOB PURPOSE:** To support ASD pupils to ensure they access the curriculum in a safe, caring and learning environment.

#### **PURPOSE OF THE JOB:**

- To provide support for pupils in the ASD Base in order to access main school lessons under the direction of the class teacher.
- To monitor, assess and track ASD Base pupil progress within the agreed frameworks.
- To collaborate with class teachers to plan and design materials to support the learning of ASD pupils in main school lessons.
- Use specialist skills to meet the needs of pupils in the ASD Base and in mainstream classrooms.
- Work with ASD Base pupils when integrated into main school settings.

#### **SPECIFIC ACCOUNTABILITIES:**

- Discuss with and report back to the teacher on the planning and assessment of a specified pupil's learning.
- Contribute to feedback and reports as required on pupil achievement and progress.
- Support the delivery of learning activities for individuals and groups, including the use of ICT.
- Creating a well-ordered and secure environment following the principles of the SCERTs model that will ensure the educational well-being of individual children within the group.
- Work within a framework to monitor and evaluate student progress.
- Work with colleagues to plan and modify materials/resources to support pupils with ASD
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting concerns to the appropriate person.
- Prepare and maintain safe learning environments
- Work as a team ensuring the effective organisation of lunchtime
- Contribute to the overall ethos / aims of the ASD Base and the main school.
- Participate in training, other learning activities and performance development as required.
- Attend and participate in relevant meetings as required.
- Attending and contributing to preparations for annual reviews for children with EHCPs within your class.
- Meeting with external professionals (SaLT and OT) and implementing recommendations from reports.
- Familiarise and adhere to the school's policies.
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## PERSON SPECIFICATION

### Class Teacher - The Hive (ASD Base)

Category	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Degree 2:1 or higher.</li> <li>• An enhanced DBS certificate.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of further professional development in issues related to special education needs and learning disabilities</li> <li>• A desire to work toward the National Award for SEN Co-ordination (NASENCO).</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• At least 3 years' experience as a class teacher with secure judgements of good or outstanding teaching.</li> <li>• Knowledge and understanding of working with pupils with Autistic Spectrum Condition (ASC)</li> <li>• Experience of delivering high-impact intervention of specialist support.</li> <li>• Skills and abilities of being able to work as part of a team.</li> <li>• Experience of working on your own initiative.</li> <li>• Evidence of working successfully in partnership with parents and the wider community.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of inter-agency work, working with Speech and Language (SaLT), Occupational Therapy, Educational Psychologists.</li> <li>• Experience of teaching the whole primary age range, including EYFS.</li> <li>• Experience of teaching across the age range of the school, dealing with a range of SEN needs.</li> <li>• Experience of Annual Review meetings for children with EHCPs (Education and Health Care Plans)</li> <li>• Experience of managing HLTAs within a team to maximise learning.</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to work under pressure to tight deadlines.</li> <li>• A highly motivated, energetic and enthusiastic person who is approachable and promotes positive relationships.</li> <li>• Excellent time and task management skills.</li> <li>• Excellent inter-personal skills.</li> <li>• Excellent written and oral communication skills.</li> <li>• Resilient and a creative problem-solving mindset.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to provide professional leadership and management of a staff team to secure high quality teaching, effective use of resources and improved standards of learning and achievement for pupils in the provision.</li> </ul>



<b>Knowledge &amp; Understanding</b>	<ul style="list-style-type: none"> <li>• Have a clear understanding of how to provide effective support to pupils in a range of contexts.</li> <li>• Understanding of appropriate strategies for managing pupils' behaviour.</li> <li>• A wide range of strategies for meeting the needs of SEN children within a mixed-ability setting.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of relevant legislation - in particular the SEN Code of Practice (2015), equal opportunities and disability discrimination legislation and how these apply to students with complex needs.</li> <li>• Knowledge of the funding support mechanism, the EHCP process and the role of the Annual Review within this.</li> <li>• Experience of successful leadership and management within a school or other educational setting including target setting and monitoring the quality of provision.</li> <li>• Knowledge and understanding of a range of ASC approaches including, but not limited to, the SCERTS model, PECs (Picture Exchange Communication System), ABA therapy approaches, AAC (Augmented Alternative Communication) devices, Colourful Semantics.</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Good communication skills and interpersonal skills</li> <li>• Ability to work well within a team</li> <li>• Good organisation skills</li> <li>• Supports school policies and ethos</li> <li>• Willing to continue own professional development.</li> <li>• Good understanding of issues relating to disability and Inclusion.</li> </ul>	

Please complete the Wandle Learning Trust application form attached. Please note that we cannot accept CVs.

School visits are warmly welcomed and actively encouraged. Please call the school office on 0208 673 0594 to arrange a time to come visit us and meet the children, staff and talk to the Headteacher and Head of the Hive.

To apply, please complete the application form and email it to our HR administrator: Piyush Patel - [ppatel@ravenstoneprimary.org.uk](mailto:ppatel@ravenstoneprimary.org.uk)

**Closing date:** Friday 6<sup>th</sup> June 2025 at 4pm

**Shortlisting:** Monday 9<sup>th</sup> June 2025

**Interviews:** Week of 16<sup>th</sup> June 2025

**Start Date:** September 2025

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