



Recruitment Information Pack

Elsenham C of E primary School

High St, Elsenham, Bishop's Stortford CM22 6DD

Email: admin@elsenhamsch.uk

www.elsenhamsch.uk

KS1 Maternity cover teacher
Post to commence February 2024

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Together, we are all working towards our children being confident and independent learners who have the courage to seize all opportunities available to them both now and in the future.

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Dear Applicant

Thank you for your interest in the position of KS1 (Year 2) Maternity cover teacher at our school. This recruitment pack, along with our Web site should provide you with all the information required for the post but if you are not familiar with our school, we would encourage you to visit in order to get a real feel for how special our children, staff and school are. We would be happy to welcome you so please contact our Business Manager, Laura Winder to arrange a visit.

Ours is a growing, 2 form entry, Church school with children from a variety of backgrounds. Children join us with relatively low starting points at baseline assessment but go on to make good progress, achieving higher than national expectations in statutory tests. We teach phonics using the RWInc approach and at least 80% of pupils usually pass the Year 1 screening test.

We are keen to appoint a candidate with relevant experience and understanding of the varied needs of Year 2 children. This is a full time class teacher role, on a temporary fixed term contract, however, there is a possibility that the contract could be extended in a part time capacity when the substantive teacher returns from maternity leave.

If you love children, are motivated, enthusiastic and enjoy being a part of a committed team who put the children at the heart of everything they do, then we look forward to receiving your application.

Yours sincerely,

Linda Todd, Headteacher

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About our school

Elsenham C. of E. Primary School is located in the heart of the village of Elsenham, close to the market town of Bishop's Stortford. We are a popular school and draw children from a number of surrounding villages and towns. We are two form entry, with 14 classes catering for 353 children aged 4 to 11.

The front of our school is a traditional Victorian school building but in recent years we have benefitted from a new build of classrooms, offices, a dedicated food technology room and a studio. We also have plenty of outdoor space and a dedicated library.

At Elsenham C. of E. Primary School, we seek to foster high standards of learning and behaviour in a happy and caring environment and to promote excellence throughout the school. We aim to provide the best possible staffing, resources and organisation needed to help every child achieve their potential.

We believe that the education of all children relies on a shared partnership between home and school, and we are fortunate that we have supportive parents who work with us to help provide the best possible learning opportunities for the children. Our most recent OFSTED inspection report (March 2019), praised the work of our school and judged us "good" in all areas and highlighted many strengths. As we look to the future, we will continue to build on these as we aim for further school improvement.

As a church school we were subject to a SIAMS inspection and were judged to be outstanding (2016). Everything we do at Elsenham Cof E primary school is built upon the Christian values of Love, Hope, Wisdom, and Kindness. This ensures that every child and every staff member can feel safe and happy in a caring and fulfilling environment. We hope that every child who goes through our school can feel equipped to make a positive contribution to society.

We pride ourselves on our parent partnerships and we enjoy good, supportive relationships with the parents and our local community. We have a proactive FOES (Friends of Elsenham School) and a committed Governing body.

Together, we are all working towards our children being confident and independent learners who have the courage to seize all opportunities available to them both now and in the future. Every one of our children is special with talents and strengths in a variety of areas. To enable them to be successful, we deliver a broad, balanced and relevant curriculum, which is fun, challenging and accessible to all. Academic achievement is important but equally we value the spiritual and personal development with a holistic approach towards child development. There is a happy, purposeful and hardworking ethos amongst both staff and children.

We have a great team here at Elsenham and everyone is valued. It's a lovely place to come to school, whether you are a child or an adult.

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Advert

Elsenham C. of E. Primary School - Fixed term maternity cover Year 2

Position Start Date: 26th February 2024

Contract Type: Full-time

Contract Term: Fixed Term Maternity cover until at least the end of this academic year 23/24, extending up to a year. Potential for continuation in a permanent part time job share capacity.

Applications Close: Monday 27th November 2023

Interviews: Week commencing 4th December 2023

Elsenham C. of E. Primary is a very successful and growing school, situated in the village of Elsenham, close to the market town of Bishop's Stortford.

We are seeking to appoint an enthusiastic and suitably experienced KS1 teacher to continue the high quality teaching and learning in one of our two Year 2 classes.

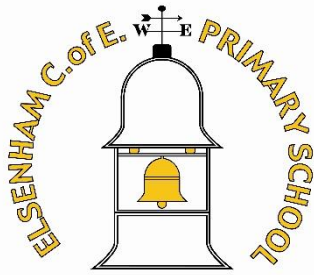
This post is for a fixed term period due to maternity leave but there may be an option to extend in a permanent part time capacity. We are a two form entry school and pride ourselves on our wonderful school ethos and high standards. We have a super team of staff who enjoy working together to give our delightful children the very best learning experiences we can. Why not come and see for yourself.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The appointment will be subject to an enhanced DBS check, social media check, satisfactory references and medical checks.

To find more about the opportunity or to arrange a visit please contact

Mrs Laura Winder, School business manager, on 01279 813198 admin@elsenham.essex.sch.uk

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Job Description

Post Title: KS1 Class teacher

Responsible to: Key Stage Leader / Deputy Headteacher / Headteacher

The professional duties of teachers, (other than the Headteacher) are set out in the School Teachers pay & Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post holder have been set out below:

Job Purpose:

- To ensure high quality teaching, effective use of resources and the highest standards of care, learning and achievement for all pupils.
- Coordinating activities relating to a subject area or areas (dependent on experience)

Specific duties:

To have an up to date knowledge and understanding of the professional duties of teachers and the statutory framework within which you work.

To take responsibility for implementing school policies and practice, including those relating to equality of opportunity.

To plan effectively to ensure pupils have the opportunity to meet their potential, notwithstanding differences of race and gender, and taking account of the needs of pupils who are under achieving, very able, or not yet fluent in English.

To plan effectively to meet the needs of pupils with Special Educational Needs and in collaboration with the SEN Co., prepare, implement, monitor and review One Plans.

To assess, record and monitor each pupil's progress and to report to parents.

To monitor pupil's class and home activities, providing constructive, oral and written feedback.

To use teaching strategies that keep pupils engaged through effective questioning, lively presentation and good use of resources.

To create a safe and stimulating learning environment that supports learning and in which pupils feel secure and confident.

To set high expectations for pupil behaviour, establishing and maintaining a good standard of discipline based on mutual respect and personal responsibility.

To set a good example to the pupils taught through one's presentation and one's personal conduct.

To take responsibility for one's own professional development including Performance Management procedures.

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To attend training in and out of school, as directed by the Leadership Team.

To manage the co-ordination of a curriculum area or non-curriculum area.

To work effectively as a member of the school team, establishing and maintaining good relationships with colleagues, parents and pupils.

To manage support staff and other adults effectively, involving them where appropriate with the planning and management of pupil's learning.

The school takes the safety of children seriously. All staff are expected to follow the school's Child Protection and Safeguarding Procedures.

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he Application Process

Please complete the enclosed application form and return it to Laura Winder, Business Manager, via the school office or by email to admin@elsenhamsch.uk

Applications close: noon Monday 27th November 2023

Interview date: W/c 4th December 2023

Induction/ handover period: February 2024

Please ensure that your application reaches us before the stated closing date, as late applications may not be accepted. CVs are not accepted. Supporting statements should ensure reference to the person specification.

The interview process will include an observed teaching task as well as a formal interview with the panel.

In order to comply with the guidance on safer recruitment you will be requested to provide two references one of which must be from your current or most recent employer.

We are committed to equality of opportunities and actively encourage applications from all sectors of society.

Elsenhams C of E Primary school takes its responsibility to safeguard children seriously and will carry out full safeguarding checks on candidates.

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