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**Archbishop Temple Trust**

 **Full time Teacher Pay Scale M3 - M6**

**Required from January 2024**

**Are you passionate about helping every child succeed and improve their life chances?**

**Are you prepared to work collaboratively for the benefit of all children?**

**Will you offer children the opportunity to flourish and shine by doing what it takes, no matter what their starting point or social challenges?**

**If so, Archbishop Temple Trust would love to hear from you!**

Archbishop Temple Trust has a fantastic opportunity for an enthusiastic and motivated teacher to join our team. The successful candidate would have the opportunity to take a position at St James CE Primary School.

Visits to the school are warmly welcomed and encouraged, these can be arranged by contacting the respective school office on 01204 572587.

The schools of Archbishop Temple Trust aim to offer:

* A high quality, inclusive and distinctive education with excellent learning opportunities
* A caring and nurturing environment based on our Christian values, recognising the uniqueness of each child.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The posts are subject to child protection screening including an enhanced disclosure from the Disclosure and Barring Service and also past employment checks. References will be sought prior to interview. We are an equal opportunities employer.

To apply please complete the downloadable application form and email to digglek@archbishoptempletrust.co.uk or, in the event of difficulty, contact Mrs K. Diggle on 01204 333 466.

Archbishop Temple Trust, Rupert Street, BL3 6PY

Closing date: **Monday 4th December 12 noon**

Observations conducted: **Monday 11th December**

Candidates with a successful observation will be invited to interview on: **Tuesday 12th December**

**** Welcome to The Archbishop Temple Trust

Chief Executive, Canon Jill Pilling

A very warm welcome from The Archbishop Temple Trust. I am deeply proud of our schools, where each individual is welcomed, respected and loved. Our Trust was established on 1st August 2016. Our schools are happy, thriving environments where learning and individual successes are celebrated through our Trust values of faith, hope, love, trust and service.

I passionately believe that each of our schools, while maintaining their distinct character, community and identity, has greatly benefitted from the ethos of collaboration and support that as a Trust we provide. The schools in our Trust are, Bishop Bridgeman Church of England Primary School, St James Church of England Primary School and St Maxentius Church of England Primary School. They are situated in Bolton, each taking a role in their local clusters of schools. We have a very strong link with Manchester Diocese.

Curriculum development is key for providing excellent learning opportunities that enable our children to flourish. Staff from our schools work together to shape the curriculum, sharing good practice and tailoring experiences to meet the needs of individual school communities. We are committed to providing high quality training opportunities for all staff to ensure the very best quality of teaching and learning for every child within our Trust. I am delighted that all our schools are in line with or exceed national standards, due to the combination of high-quality teaching and learning, an engaging curriculum and a shared vision.

Our committed Trustees work closely with the immensely supportive Local Governing Boards and parents to determine the unique direction of each school, to make a difference in their local community.

**Great people……**

We aim to recruit outstanding people who have the right attitude. If you have a love for teaching and are passionate about seeing children succeed, we would love to hear from you! For our part, we will provide excellent development opportunities, leadership training and the time to develop all of this so that you can be the best you can be.

Recruiting the right teachers and staff helps us to achieve the goals we set for our children. We are always keen to hear from educators who are passionate about working for the schools and communities we serve. We would rather make no appointment than appoint someone who does not share the same positive ethos that runs through our Academies. For this reason, we try to articulate clearly our vision, values and expectations when putting together information for applicants.

We aim to recruit staff who:

* are excited by their role and by the prospect of working with young people, even those who are less well motivated;
* love the processes of learning and teaching and are keen to continually develop their own skills;
* recognise that teaching can be a demanding job but react positively to those demands with resilience;
* wish to make a real difference in the lives of others;
* will subscribe to the ethos of the Trust and ‘go above and beyond’ in terms of time and commitment to get the very best from our children;
* are quick to praise and slow to criticise; and are not afraid to admit to seeing themselves as potential leaders of the future.

**CPD and training**

Continual Professional Development is seen as a priority at all our schools. It is vital that staff have the time to further develop themselves and to stay abreast of changes within education, developing pedagogy and practice through innovative processes which are research based. We have a wide range of strategy groups that meet regularly, including Year2/6 and EYFS, SEND, Personal Development and Welfare, DSL, Curriculum and many more. These groups provide staff with support, sharing of knowledge and skills and a platform to develop leadership skills.

**Vision statement**

Archbishop Temple Trust is committed to improving the life chances of all children. We aim to develop a family of outstanding academies where world-class leaders and teachers put children at the heart of all they do.

**Values and Ethos**

Archbishop Temple Trust is founded in the values of Faith, Hope, Love, Trust and Service firmly rooted in the Christian faith.

Archbishop Temple Trust has been established within the Diocese of Manchester. The Trust is working to support all of its member academies and to develop the culture of mutual support and development. In the Diocesan context each school remains part of the broader family of schools. The commitment to developing a high-quality curriculum, delivered by highly trained staff, quality first teaching and sharing expertise is at the heart of the Trust’s vision and development.

**Aims and Objectives**

1. To enable autonomous outstanding academies within the Trust framework. We will achieve this by:

 \* ensuring rapid progress to outstanding for all schools.

 \* retaining and developing Christian distinctiveness and character of each academy.

 \* welcoming all schools into the Trust and securing excellent outcomes for all schools.

 \* providing stability and strength in governance and leadership.

 \* encouraging innovation and sound decision making.

 \* building capacity and resilience.

2. To be recognised as a Trust with outstanding learning opportunities. We will achieve this by:

 \* raising aspirations to secure high levels of academic achievement.

 \* providing a wide range of memorable learning opportunities.

 \* ensuring equality of opportunity within a safe nurturing environment.

3. To maintain and develop rigorous Trust wide school improvement programmes to support staff and Governors in raising achievement. We will achieve this by:

 \* ensuring effective Governance together with ambitious and determined leadership,

 securing the best outcomes for our academy communities.

 \* valuing committed, reflective, positive staff who challenge themselves to be creative

 and take risks enabling outstanding performance.

 \* developing leadership capacity within the Trust.

 \* providing continual professional development and promoting a well-resourced, high

 quality environment.

4. Every school in the Trust becomes the school of choice for parents, staff and Governors.

 \* each academy is recognised as a centre of learning excellence, disseminating best

 practice within and across the Trust.

 \* become the employer of choice.

 \* successful engagement with parents/ carers and the local community to support pupil

 progress, well-being and achievement.

5. To establish a financial foundation to enable the Trust to fulfil its vision.

6. To promote the Trust’s core values at all times.

 Canon Jill Pilling CEO

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***Archbishop Temple Trust is founded in the values of Faith, Hope, Love, Trust and Service firmly rooted in the Christian faith.***

Dear Applicant

Thank you for your interest in the current vacancy within the Trust.

We want to create an environment where *everyone* matters and *everyone* is involved in continuing to move the school forward. If you can work collaboratively, are emotionally intelligent and resilient, then Archbishop Temple Trust is a fantastic place to be.

All schools are judged as Good by Ofsted and have Good/Outstanding SIAMs Inspections. We are forward thinking with high aspirations for all. We are not complacent and constantly aim to improve all aspects of our work.

You will find further information about the school on the respective websites. We hope that you will find the details informative and of interest to you.  If there is anything else you would like to know please contact me.

If you have not been contacted within ten days of the closing date, please assume your application has been unsuccessful.  Whatever the outcome, we thank you for the interest shown.

Yours sincerely

**Mrs Nikki Patel**

**School Improvement Director**

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**Archbishop Temple Trust Job Description**

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| **Job Title:** | **Main Pay Scale Teacher** | **Department/Group:** | **KS1/KS2** |
| **Level/Salary Range:** | **M3 – M6** | **Reporting to:** |  |
| **Safer Recruitment Statement** |
| **Archbishop Temple Trust Job Description is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.** |
| **Vision Statement** |
| **To provide our children with the opportunity to flourish and shine by doing what it takes, no matter what their starting point or social challenges:** **by*** Offering a high quality, inclusive and distinctive education
* A caring and nurturing environment based on our Christian values
* Recognising the unique nature of each child.
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| **All staff employed by Archbishop Temple Trust are required to:** |
| * uphold and promote the Trust’s vision;
* uphold and promote the Christian ethos of all schools in the Trust;
* As an employee within Archbishop Temple Trust, staff may be required to work at any school within the Trust.
* support and contribute to the achievement of all students academically and pastorally;
* support and contribute to the Trust’s responsibility for safeguarding all pupils;
* undertake professional training to enhance personal development and job performance;
* comply with all Trust and individual school policies and procedures including safeguarding, child protection, health, safety and security, confidentiality and GDPR, Academy Financial Handbook and Trust accounting and finance policy.
* maintain high professional standards of attendance, punctuality, appearance, conduct and positive relationships with all pupils, parents/carers, colleagues, governors, trustees and members; treating everyone with dignity and respect;
* share best practice, expertise and skills with others.
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| **Main Objectives of Role:** |
| The classroom teacher will be responsible for delivering learning in accordance with the curriculum, national guidelines, and the school’s strategy. The successful candidate must also carry out other duties that support pupils’ learning while operating in accordance with the school’s policies and procedures. |
| **Job Description** |
| * To undertake all duties, as required by the Teachers’ Standards.
* To be committed to the ethos and success of the school.
* To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
* To have regard for continuing professional development (CPD) and contribute to the school’s process of self-evaluation and development.
* To be familiar with the school’s systems, structures, policies and procedures.
* To effectively plan and deliver a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
* To adapt teaching styles to suit all learners and provide a supportive learning environment.
* To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
* To work as part of a team to evaluate and develop pupils’ learning needs.
* To promote excellent behaviours for learning through effective classroom management in line with school policy
* To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
* To systematically assess and record pupils’ academic and social progress, and use the results to inform lesson planning decisions and drive progression in learning
* To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.
* To report on each individual pupil’s progress to the headteacher and parents as required.
* To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents’ evenings, which may require some out-of-hours availability.
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| **All staff at Archbishop Temple Trust will:** |
| * Seek to be positive and build up the common good through their own individual contribution to the life of their school;
* Offer ideas and suggestions for making things better;
* Engage actively in the appraisal and performance review process
* Seek to develop a better work/life balance;
* Appreciate that whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified in this job description;
* Work within The Trust and individual school’s Health & Safety policies to ensure a safe working environment for all staff and pupils;
* Follow any reasonable request from the Headteacher or SLT to undertake work of a similar level that is not specified in this job description;
* Be courteous to colleagues and provide a welcoming environment to visits and telephone callers;
* Promote equality and celebrate diversity, seeking to reduce disadvantage, and to encourage aspirations and participation from people who might not otherwise join in.

This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher or SLT to reflect or anticipate changes in the job which are commensurate with the salary and job title. It reflects allocated duties and responsibilities but does not direct the amount of time to be spent on carrying them out. The above responsibilities are subject to the general duties and responsibilities contained in the statement of conditions of employment. |
| **Last updated:**  | **March 2023** |

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**Archbishop Temple Trust Person Specification**

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| **MINIMUM ESSENTIAL REQUIREMENTS** | **METHOD OF ASSESSMENT** |
| 1. **Skills and Knowledge**
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| 1.1 | Excellent communication skills | Application Form/Interview |
| 1.2 | Excellent classroom practitioner | Application Form/Interview |
| 1.3 | Excellent organisational skills | Application Form/Interview |
| 1.4 | High level of behavioural management skills | Application Form/Interview |
| 1.5 | Understanding of recent Educational Legislation | Application Form/Interview |
| 1.6 | Ability to set and review targets and make decisions | Application Form/Interview |
| 1.7 | Ability to develop and review a specific curricular area and assist in its implementation  | Application Form/Interview |
| 1.8  | Enthusiastic committed approach to teaching and learning | Application Form/Interview |
| 1.9 | Capable and confident with computers as a learning tool | Application Form/Interview |
| 1.10 | Smart appearance, punctual and a good attendance | Application Form/Interview |
| **Desirable Qualities** |  |
| 1.12 | Range of out of school activities | Application Form/Interview |
| 1.13 | Willingness to work beyond the classroom with children on extra-curricular activities | Application Form/Interview |
| 1.14 | Sense of humour  | Application Form/Interview  |
| 1.15 | **Customer Care –** Listen and respond to customer need, seek out innovative ways of consulting service users and engaging partners. Network with others to develop services for the benefit of the service users. | Application Form/Interview |
| 1.16 | Valuing Diversity **-** Listen, support and monitor the diverse contributions made to service development without prejudice. Challenge behaviours and processes which do not positively advance the diversity agenda whilst being prepared to accept feedback about own behaviour. Recognise people’s strengths, aspirations and abilities and help to develop their potential. Understand how Valuing Diversity can improve our ability to deliver better services and reduce disadvantage. | Application Form/Interview |
| 1.17 | **Developing Self and Others** - Ability to question, and request right training and development that links to the post, to seek opportunities that add to skills and knowledge, to respond positively to opportunities that arise. And to support others’ learning and share learning with others | Application Form/Interview |

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| **Experience/Qualifications/Training etc** |
| 2.1 | Teachers Certificate | Application Form/Interview |
| 2.2 | Evidence of recent or further studies preferably with qualifications | Application Form/Interview |
| 2.3 | Experience of teaching phonics | Application Form/Interview |
| 2.4  | Experience of subject leadership | Application Form/Interview |
| **Work Related Circumstances – Professional Values & Practices** |
| 3.1 | High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic background and a commitment to raising their educational achievements | Application Form & Interview |
| 3.2 | Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration and demonstrate concern for their development as learners | Application Form & Interview |
| 3.3 | Demonstrate and promote the positive values, attitudes and behaviour they expect from the pupils with whom they work | Application Form & Interview |
| 3.4 | Ability to work collaboratively with colleagues and carry out role effectively, knowing when to seek help and advice | Application Form & Interview |
| 3.5 | Able to liaise sensitively and effectively with parents and carers recognising their role in pupil learning | Application Form & Interview |
| 3.6 | Able to improve their own practice through observations, evaluations and discussion with colleagues. | Application Form & Interview |

**STAGE TWO**

Will only be used in the event of a large number of applicants meeting the minimum essential requirements

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| **ADDITIONAL REQUIREMENTS** | **METHOD OF ASSESSMENT** |
| **Skills and Knowledge** |
| 1.1 | To have taught children from a wide socio-economic background | Application Form & Interview |
| 1.2 | Understanding of financial matters | Application Form & Interview |

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**How to apply**

We hope that you have enjoyed reading about the Archbishop Temple Trust and our school and that you will feel able to apply for this post.

Please complete the **downloadable** **application form.** Please do not send CVs or open references as part of your application as these will not be considered.

It is important that you provide a complete employment history from when you left full time education. If the application form is not fully completed or has unexplained gaps in your employment history, your application will not be considered. Copies of your qualifications will be required at the interview stage; please do not send these with your application.

Please also write **a letter of no more than two sides of A4** to explain why you want to work within our Trust, why you are the best candidate for the post and what you would contribute to our schools, with examples from your recent work if possible.

Please let us have both the supporting letter and the application form by **midday** on **Monday 4th December 2023** as we will not be able to consider applications received after that.

In accordance with the Data Protection Act, the details provided in the application form will be used for selection and interview procedures, and for employment records if your application is successful.

If you are disabled, please give details of how we can ensure that you are offered a fair selection and interview process.

Successful candidates will be asked to provide, prior to taking up the appointment, documentary evidence (including National Insurance number) showing their entitlement to work in the UK. We will also carry out an enhanced DBS and declaration of health check. References will also be required in line with Keeping Children Safe in Education 2019.



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| Dream | Believe | Learn | Achieve |

My name is Lisa Belfield and I am the very proud Headteacher of our special ‘St James Family’. Each day is an absolute pleasure, working with the staff and parents who are committed to make a difference to the lives of the pupils with whom we work. Our children are nurtured through the Christian values of respect, peace, love, forgiveness, honesty and hope. As a result, our pupils are kind, caring and polite; visitors always feel a warm welcome when they walk through our front door. The children of St James are utterly delightful, with exemplary behaviour and a real credit to the school and their families.

St James is situated in a very vulnerable catchment area, with above-average pupil premium and SEND figures. However, this does not stop our pupils from achieving what we set out for them, nor does it stop us as practitioners believing that our children CAN DO. I am very lucky to serve a staff who work incredibly hard to ensure the children in our care receive the very best that we can offer them. We are big advocates that ‘team work makes the dream work’ and we ensure that we are there to support, challenge and motivate each other. Staff new to school, or on supply, always comment on how helpful and friendly the staff team of St James are. We are always eager to grow our workforce with like-minded individuals, who have a passion to make a difference. Our children deserve a great education, with great professionals to ensure we achieve this.

Working within the Archbishop Temple Trust has opened many doors for school improvement and networking. Staff at St James have benefited from many CPD opportunities for training and sharing best practice. Strong and supportive relationships across staff flourish within our MAT. The impact for the children is also positive, with the opportunity to visit other schools in contrasting environments and to work on joined-up projects.



Thank you for considering our school and MAT to either start or further your career in education. I look forward to hearing from you.



Mrs Lisa Belfield

Headteacher