



# Middleton St Mary's CE (VC) Primary School

## PERSON SPECIFICATION – UNQUALIFIED TEACHER (HLTA/COVER SUPERVISOR)

**SALARY:** UQT1-3

**Start date:** November/December 2024

**Information relating to the post:**

- **Closing date for applications: Wednesday 16<sup>th</sup> October 2024 @ 12 noon**
- All sections of the application form should be filled in appropriately and returned to the **Headteacher – Naomi Wood** [head@msmleeds.co.uk](mailto:head@msmleeds.co.uk)
- Interviews will be held: **We hope to carry out face to face interviews on Friday 25<sup>th</sup> October 2024.** Please return your application before the closing date via email to [head@msmleeds.co.uk](mailto:head@msmleeds.co.uk) Should you have any questions regarding the position, please also address these to the email above.
- The school is committed to the protection and safeguarding of all children and young people. The successful applicant will be subject to a Disclosure and Barring Record Check (Enhanced Disclosure) from the Criminal Records Bureau before the appointment is confirmed.
- The Governing Board look forward to receiving your application and thank you for your interest in this post.

Attributes	Essential	Desirable	How Identified
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• Evidence of training relevant to age group</li> <li>• Evidence of keeping up to date with the national agenda</li> <li>• GCSE Maths and English</li> </ul>	<ul style="list-style-type: none"> <li>• HLTA status</li> <li>• Qualified Teacher Status</li> <li>• Good Honours Degree or equivalent</li> <li>• Evidence of or willingness to undertake further training and professional development</li> </ul>	Application
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Successful teaching experience within the primary sector</li> <li>• Must have covered lessons in KS1 or EYFS</li> <li>• Proven good or outstanding practitioner that can demonstrate children making very good progress with their learning</li> <li>• Experience of working alongside, and leading the work of other adults within the classroom/team</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading a subject.</li> <li>• Experience of leading a curriculum subject to drive standards.</li> <li>• Experience of differentiating planning and using Assessment for Learning</li> <li>• Experience of <b>deepening</b> learning.</li> </ul>	Application Interview Teaching Observation
<b>Knowledge &amp; Understanding</b>	<ul style="list-style-type: none"> <li>• A sound knowledge and understanding of the expectations within the Primary Curriculum and End of Year expectations.</li> <li>• Knowledge of Maths Mastery approach – Maths Hub.</li> <li>• Understanding of how children learn differently and the ability to use a range of teaching &amp; learning techniques to enable all pupils to make good progress.</li> <li>• Knowledge of phonics.</li> <li>• Commitment to personal welfare, safeguarding of children and equal opportunities for all</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent Phonics knowledge (Read Write Inc)</li> <li>• Read Write Inc. Spelling knowledge</li> <li>• Knowledge of how to use formative and summative information to analyse the performance of pupils and to set targets</li> <li>• Knowledge of writing and implementing Individual Education Plans</li> </ul>	Application Interview Teaching Observation

<p><b>Personal Qualities/Skills and Abilities</b></p>	<ul style="list-style-type: none"> <li>• Ability to make learning fun for our children</li> <li>• Self-motivated, adaptable and committed to achieving high standards</li> <li>• Commitment to equality of opportunity and inclusion</li> <li>• Good IT knowledge and skills relating to planning, assessment, teaching and learning</li> <li>• Enthusiasm and commitment to the ethos and aims of our school</li> <li>• Willingness to be involved with or provide extra-curricular activities</li> <li>• Ability and willingness to manage and develop curriculum areas</li> <li>• Commitment to working as a team with pupils, staff, parents, governors, the church and the community</li> <li>• Proactive in seeking opportunities to develop own professional practice</li> <li>• Ability to plan and work collaboratively with colleagues.</li> </ul>	<ul style="list-style-type: none"> <li>• A good sense of humour</li> <li>• Interest in developing innovative practice</li> <li>• Embrace opportunities that arise to enhance pupil's learning</li> <li>• Flexible approach to learning</li> </ul>	<p>Application Interview Teaching Observation References</p>
<p><b>Circumstances</b></p>	<ul style="list-style-type: none"> <li>• In sympathy with the aims of this Church of England Voluntary Controlled School.</li> </ul>	<ul style="list-style-type: none"> <li>• A practising member of the Church of England</li> </ul>	<p>Application References Interview</p>

Oct 2024