



Civitas Academy

Recruitment Information Pack **Year 1 Classteacher**

Recruitment: January 2023

Introduction and Safer Recruitment

Civitas Academy is a brand-new school, situated in the centre of Reading, having opened in September 2015. We are proud to be part of REAch2, Cluster 9 (Reading), joining Green Park Village Primary Academy (another new academy), The Palmer Academy and Ranikhet Academy.

We are looking to appoint a Class teacher for Year 1 from January 2023

We are looking to recruit a committed and motivated individual, with values and attitudes, which align with our REAch2 Touchstones.

Civitas Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974.

An Enhanced DBS disclosure will be sought through the Criminal Records Bureau as part of the Academy's pre-employment checks.

Satisfactory written references will be sought post shortlisting and ahead of a selection process.

About REAch2

Letter from Catherine Paine, Chief Executive Designate



Dear Candidate

Thank you for your interest in this role within the REAch2 Academy Trust.

This is a hugely exciting time for our family of schools. The Trust has been recognised by the Department for Education as being well placed to raise standards and achieve excellence for pupils in a growing number of schools nationwide. We are presented with a rare opportunity to make a real difference to the lives and life chances of so many primary school children – many of whom haven't previously received the educational opportunities they deserve.

The Trust includes schools at all stages of development, from those requiring significant improvement through to existing outstanding schools. As a Trust we are clear about the importance of achieving long term sustainability for our schools. Our vision is to enable individual academies to flourish with real autonomy, whilst also ensuring a strong ethos of support and collaboration across our schools.

Employees within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust. In time, our best teachers are able to work across schools, develop specialisms and step up to leadership roles within and beyond their own academy. The Trust provides a strong culture of collaboration and support, together with high expectations for staff and pupils alike.

Those we recruit are able to demonstrate that they share our values, are highly motivated to work with colleagues within and beyond their school to continuously develop their skills and pursue professional excellence and are committed to providing the highest standards of teaching for all children. If that is you then we would be delighted to receive your application.

Catherine Paine

Chief Executive Designate, REAch2 Academy Trust

Background on REAch2

The REAch2 Academy Trust originated from the successful school improvement and partnership work led by Hillyfield Primary Academy in Waltham Forest, London. The Trust has grown to become a national family of primary academies committed to raising standards and achieving excellence for all pupils, whatever their background or circumstance.

Schools, staff and children within the Trust benefit from a strong ethos of support and collaboration across the REAch2 family. Teachers within REAch2 belong to a national community of professionals, and benefit from a wide range of networks and development opportunities across the Trust.

REAch2 Trust is part of a teaching school alliance (led by the REAch2 Tidemill Academy in Deptford). As a result, teachers and leaders within the REAch2 family are able to access a range of teacher and leadership development opportunities, including the Improving Teacher Programme and the Outstanding Teacher Programme, as well as programmes for middle leaders and newly qualified teachers.

The Trust is focused on ensuring it supports, develops and empowers its staff so that, in time, our best teachers are able to work across schools, develop specialisms and step up to leadership roles within and beyond their own academy. This underpins our approach to school improvement – including the successful improvements that have been achieved so far in many of our schools that have joined the Trust as sponsored academies.

REAch2 benefits from the involvement of leading educationalists, including our board member Professor John West-Burnham, and strong links to prestigious institutions such as the Institute of Education.

Our Regions and Clusters

Schools in REAch2 are placed in ten Clusters in two regions. Civitas Academy is in the South region and is in Cluster 9.

Our cornerstones and touchstones

REAch2 is a cornerstone of every academy in the Trust: a strong, responsible foundation providing a solid base, from which every academy can build and grow. Defined by the values of excellence, quality, delivery and standards – these features give the Trust its enduring attributes and its inherent reliability.

What gives each REAch2 Academy its uniqueness are the touchstones of the Trust: seven principles which make our Academies distinctive. Just as 500 years ago touchstones were used to test the quality of the gold they marked, so too our touchstones find what is precious and set these things apart. They are used to express the values and ethos of the Trust and describe what the Trust wants to be known for and how it wishes to operate.

The touchstones are:



You can learn more about the touchstones, and hear from staff and pupils across REAch2 schools, at our website: www.reach2.org

The application process and timetable

Closing date for applications – on-going

Shortlisting – Applications will be assessed as they are received

Interview date – Successful applicants will be informed

The application

You are invited to submit an application form, which is attached. Please submit to Emma Lelliott, School Business Manager at: **finance@civitasacademy.co.uk**

Civitas Academy and REAch2 Academy Trust has an Equal Opportunities Policy for selection and recruitment. Applicants are requested to complete and return the online Equal Opportunities Monitoring form separately with their application.

Prospective candidates are encouraged to contact Sal Ducker, Executive Headteacher, for an informal discussion prior to applying. She can be contacted via the school office (0118 467 6720).

Application Pack:

- REAch2 application form - attached
- Job Description - follows
- Person Specification - follows
- Equal Opportunities Monitoring Form –see below

Please note that CVs will not be accepted

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post is subject to an enhanced DBS check and receipt of satisfactory references.

Link to online Equalities and Diversity Monitoring Form

https://forms.office.com/Pages/ResponsePage.aspx?id=EGorfMwEtEi30d9QFOXXNJ4DEcgd411KhzIQrNunT_hUMIJXTkhNVIE0SIhKV0FWTEk2Wkw1TTUwRS4u

Job Description

Job Title:	Teacher
Salary:	Main Pay Scale
Responsible to:	SLT
Job purpose:	To work with colleagues and children to create the best possible learning environment and to enable all children to achieve the highest standards possible.

Key Responsibility Areas

The Main Duties and Responsibilities of the post are:

This job is to be performed in accordance with the School Teachers' Pay and Conditions Document.

Achievement:

- To ensure all pupils make good progress from their starting points
- To close the achievement gap for any underperforming groups of pupils
- To ensure that all pupils aspire towards national age-related expectations or above

Teaching:

- To be a motivated, enthusiastic quality teacher.
- To deliver the school's curriculum, including new educational initiatives, and use a wide range of teaching styles which take into account the diverse demands of children's learning thereby supporting the ethos of the school.
- To plan according to the school's policy, work which addresses the wide range abilities and enables all pupils to achieve their full potential.
- To acknowledge and identify children's needs in accordance to the school's SEN policy
- To mark, record and assess pupil's work in accordance with the relevant school's policies.
- To keep records of achievement in accordance with the school's policies.
- To support the Leadership in all areas of agreed school policy and practice.
- To communicate to Team Leaders or SLT any areas of concern.
- To co-ordinate a named curriculum area or aspect, reviewed annually.

Other Expectations

- To know, understand and follow the school's Safeguarding policy and procedures
- To be concerned with the general welfare of the children and report any concerns of safeguarding children to the designated person

- To create a stimulating and well-organised environment in which all children develop academically, emotionally, physically and socially.
- To develop a wide range of pupil's skills and encourage independence.
- To provide opportunities for pupils to present their work in a variety of ways.
- To create an atmosphere that encourages care and concern for others and their environment, whilst promoting self-confidence, self-esteem and self-control. To uphold high standards of discipline and show consistency in dealing with children's behaviour, whilst understanding the needs of the individual. To be responsible for the discipline of all children in the school as needs arise and act according to the school's Behaviour Policy.
- To write records of and reports on the personal and social needs of pupils.
- To maintain a positive relationship with parents.
- To meet with and consult with parents of pupils regularly.
- To liaise with external agencies.
- To maintain confidentiality where appropriate.
- To implement the school's Health and Safety Procedures as outlined in the school's policy
- To keep up to date with current educational issues and further one's own professional development.
- To participate in self-evaluation and performance management.
- To provide basic first aid and seek assistance when necessary.
- To participate in and contribute to staff meetings and training.
- To participate in the supervision of students in training when required.
- To undertake any other duties as directed by the Headteacher

This job description will be informed by the Pay and Conditions document and will be reviewed annually.

	Essential	Desirable	Evidence
Qualifications	Qualified Teacher Status (QTS)	Further continuous Professional Development First aid training Team Teach training	Application Form
Experience	Proven ability as an excellent trainee teacher or classroom teacher Ability to build relationships and work within a team of professionals	Proven record of successful subject leadership Experience in supporting children with EAL and SEN	Application Form
Professional Knowledge, Skills and Understanding	Knowledge of what constitutes good or better teaching and learning Inclusion and best practice for engaging all learners High expectations related to appropriate rates of pupil progress and attainment What constitutes successful and appropriate relationships with children Basic child protection practice Effective organisational skills Ability to build supportive relationships with parents and carers.	An understanding of the Ofsted framework and descriptors Team teach or similar de-escalation training Extra-curricular qualification/sports coaching accreditation	Letter of application Interview

	Ability to deal positively with challenging behaviour		
Curriculum	<p>National curriculum, relevant programmes of study and assessment strategies</p> <p>Sound ICT skills</p>	<p>Knowledge of statutory assessments at KS1 and KS2 (SATs)</p> <p>Experience of working with a successful integrated curriculum</p> <p>An understanding of the changes informing the National Curriculum 2014.</p>	<p>Letter of application</p> <p>Interview</p>
Professional Values	<p>High expectations</p> <p>Learning should be engaging and inspiring</p> <p>Developing positive learning behaviours</p> <p>Commitment to the personal welfare and safeguarding of children</p>	<p>Support for enriched curriculum through out of hours learning and educational visits</p>	<p>Letter of application</p> <p>Interview</p>

Personal Qualities	<p>Displays sensitivity in dealing with children</p> <p>Open minded, self-evaluative and adaptable to change</p> <p>Willingness to be involved in the wider life of the school</p> <p>Ability to prioritise</p> <p>Good interpersonal and communication skills</p> <p>A willingness to learn and the will to continue to strive for excellence</p>	<p>Demonstrate a commitment to environmentally-friendly and sustainable work practices</p> <p>Brings personal interest and enthusiasms to the school community</p> <p>Aspirational and driven to be a future leader.</p>	<p>Letter of application</p> <p>Interview</p> <p>Reference</p>
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