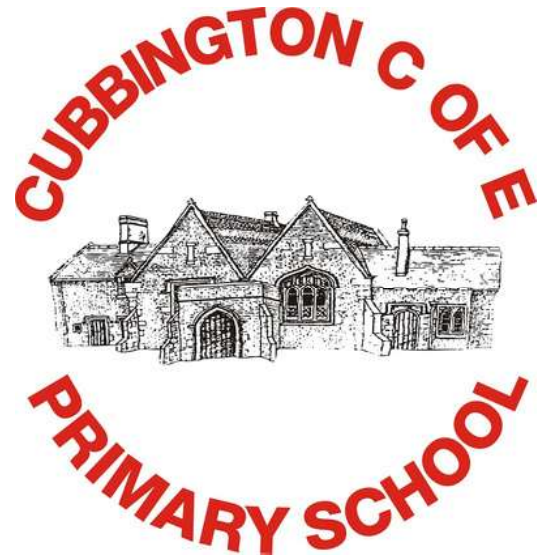


Applicant Information



YEAR 4 CLASSROOM TEACHER (MATERNITY COVER)

Location: Cubbington C of E Primary School

Payscale: MPS 1 - 6

Closing Date: 3rd November 2025

Interview Date: 11th November 2025

Appointment Date: 1st January 2026

Job Share opportunities available.

Juliet Jones

Head Teacher



A Message from Mrs Jones

At Cubbington Church of England Primary School, we believe that education is about much more than what happens in the classroom — it's about nurturing curiosity, kindness and courage in every child. Our highly inclusive school community is built on our core values of Achieving, Belonging and Caring, and these shine through in everything we do.

Cubbington is a vibrant, inclusive and forward-thinking school where children are known, valued and encouraged to flourish as individuals. Our team is dedicated, talented and supportive — we work collaboratively, celebrate each other's strengths and never stop learning together. Whether you are an experienced professional or at the start of your teaching journey, you will find a place here where your ideas are valued, your wellbeing matters, and your professional growth is actively supported.

If you are passionate about inspiring young minds, making learning irresistible and being part of a caring, ambitious team, we would love to hear from you. Cubbington is a place where staff and pupils alike are encouraged to 'Be Courageous' and where you can make a genuine difference every single day.

We look forward to welcoming you to our school.

Mrs Juliet Jones
Headteacher



Cubbington Church of England Primary School

OUR SCHOOL

Cubbington School is a local authority maintained, community primary school. We are situated in the heart of Cubbington Village. There are currently 209 children on roll who travel to the school within Cubbington and other surrounding villages. We have a highly experienced teaching staff across the school who work with a dedicated team of Teaching Assistants. The school has a very active and successful PTA which not only generates much needed funds for the school but help to extend the links to the local community. Our Garden of Eden is another excellent example of the support we enjoy from the local community. The garden is used to give pupils the experience of growing a wide range of produce and is supported by a group of committed volunteers.

Pupils have a well-stocked library and ready access to books, computers and tablets throughout the school.

We are very proud of our place in the local community and the school's reputation for inclusivity and for nurturing our pupils in a positive learning environment.

Central to this is the school's Christian ethos which underpins our core values. The school has excellent links to nearby St Mary's Church sharing some buildings and we hold regular events within the church. In 2019 SIAMS noted that 'The inclusive, nurturing ethos of the school is a strength. The Christian vision drives courageous choices and decisions to ensure the flourishing of everyone and inspires aspiration for all.'



OUR VISION

Our aim is as simple as ABC - ACHIEVING, BELONGING, CARING

With a talented and dedicated team of teachers, support staff and governors we work together to give each child in our care the opportunity to flourish.

We are committed to offering our pupils a broad and balanced curriculum which provides opportunity to excel academically, physically and artistically in a safe and caring environment. Every member of our community is valued and respected. We listen to each other and every voice is heard. We celebrate our achievements, differences and diversity.

At Cubbington we instil a positive culture of self-belief and pride in all of our pupils and in doing so we endeavour to create successful learners, confident individuals and responsible citizens. Our school enjoys extensive grounds unparalleled locally, which we maximise to develop pupils' learning and sporting talents.

We aim to:

- Develop our children as individuals, combining excellent academic standards and pastoral care.
- Provide a secure, caring and stimulating environment in which children are happy to learn.
- Give each child access to an appropriate, broad, balanced and relevant curriculum.
- Enable each child to fulfil his or her potential.
- Guide children's moral and spiritual development in a way that reflects the school's Christian Foundation.
- Build partnerships with families.
- Develop effective links with the community that we serve.
- Continuously strive to improve.

Job Description

Job Description - Class Teacher at Cubbington C of E Primary School

Aims of the Post:

To provide the highest quality of education, care and preparation for life for all pupils in the school in accordance with the Teacher Standards (indicated in brackets through the rest of this document in italics).

Duties & Responsibilities:

This job description describes in general terms the normal duties which the post-holder will be expected to undertake. However, the duties listed below are in no order of priority and are not exhaustive. The job description or the duties therein may vary or be amended from time to time without changing either the level of responsibility or the financial remuneration associated with this post.

Main Responsibilities as a Teacher:

- To participate with the Head of School and other colleagues in the development of appropriate syllabuses, materials, schemes of work and lesson plans, which should engage, stimulate and challenge students of all abilities, and should cater for all learning styles. This may include taking responsibility for particular courses. (TS1, TS4, TS5)
- To ensure that all lessons are planned, prepared and delivered with clear differentiation to cater for students of all abilities and backgrounds whilst ensuring individual student progress; (TS1, TS2, TS5)
- To share in the preparation and delivery of SMSC and promotion of British Values elements across the curriculum. (TS8)
- Employ a variety of interactive teaching methods appropriate to the age and ability of each individual pupil to promote a love of learning and children's intellectual curiosity. (TS4)
- Impart knowledge and develop understanding through effective use of lesson time. (TS3, TS4)
- To maintain an up to date knowledge of the subject, and utilise a range of teaching methods in line with currently acknowledged best practice. (TS3)
- Demonstrate an understanding of and take responsibility for promoting high standards of English, articulacy and the correct use of Standard English, whatever the teacher's specialist subject. (TS3)
- Reflect systematically on the effectiveness of lessons and approaches to teaching. (TS4)
- To take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues. (TS8)

- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired on a regular basis according to the school homework policy. (TS4, TS8)
- To use directed time to actively contribute to the wider life of the school by organising and running appropriate extra-curricular activities. (TS8)
- To fully incorporate the teaching of skills including English, Maths and communication into subject delivery. (TS3)
- Be aware of the school's safeguarding systems and policies and adhere to their requirements. (Part 2) and fulfil the statutory duty to report safeguarding/child protection concerns, radicalisation and child sexual exploitation and female genital mutilation.
- Maintain the Christian ethos and core values of the school, both inside and outside the classroom.

Management and Assessment

- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements. (TS6)
- Use relevant data to monitor progress, set targets and plan subsequent lessons. (TS6)
- Be accountable for pupils attainment, progress and outcomes. (TS2)
- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements. (TS6)
- To register each class according to school procedures. (TS7)
- To take responsibility for the safe keeping of electronic storage, laptops, tablets used for professional purposes. (TS7)
- To keep appropriate records and to complete assessments and profiles of students as required. (TS6)
- To maintain the allocated teaching areas to ensure that they are conducive to a stimulating and exciting learning experience. (TS8)
- To monitor and control the use and storage of teaching materials, books and equipment. (TS8)
- To supervise the use and care of the schools fabric and equipment by the students and to ensure their adherence to relevant health and safety regulations. (TS8)

This job description forms the basic structure of the school's job descriptions. It should be read with those additional sections which may be applicable to some posts which include additional responsibilities such as a TLR. It may be amended at any time, following consultation between the Headteacher and member of staff and will be reviewed annually. Priorities for the year will be negotiated and highlighted as part of the performance management review.

Communications and Meetings

- Communicate effectively with parents with regard to pupils' achievements and well-being. (TS8)
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support. (TS8)
- To alert Head of School, and other staff to problems arising with individual students in accordance with whole-school policies. (TS7)
- To participate actively in meetings with colleagues and parents. (TS8)
- To attend professional development sessions and working parties related to new initiatives in teaching and learning. (TS8)

Finance

- To assist in seeking ways of deploying resources to the maximum benefit of the pupils. (TS8)
- To ensure that equipment, books and premises are maintained in accordance with school policies. (TS8)

General Duties

- To adhere to the policies and procedures of the school.
- To carry out 'the duties of a schoolteacher' as set out in the Schoolteachers' Pay and Conditions Document & Teacher Standards.
- To share in the corporate responsibility for the development and well-being of all pupils.
- Make a positive contribution to the wider life and ethos of the school.
- Demonstrate consistently the positive attitudes, values and behaviour which are expected within the school community based on mutual respect between pupils and staff.
- To take a pro-active part in the school's performance management system with the ultimate aim of improving standards of teaching and learning in the school.
- To take reasonable care of one's own health and safety and that of others and inform the caretaker of any concerns with regard to health and safety.

Ethos

Promoting the ethos of the school is a shared responsibility to which teaching staff make a significant contribution.

Safeguarding

Our school is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks. It is expected that ALL staff have read and understood the document 'Keeping children safe in education' and the 'Staff Code of Conduct'.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	- Qualified Teacher Status	- Evidence of continued professional development and commitment to further professional development. - Additional qualifications at post-graduate level - Additional specialist qualifications e.g in Special Needs - Qualifications which further support the work of the school e.g. First Aid, orienteering, SENCO etc.
Experience	- Current experience of working in a primary school - Recent experience of successful teaching in Key Stage 1 and/or Key Stage 2 - Working effectively as a member of a team - Working in partnership with parents	In addition, the Class Teacher might have experience of: - Teaching across the whole primary age range - Effective leadership of a subject area - Providing extra-curricular activity for children - Working effectively with pre-school, secondary partners as well as the community including the media
Knowledge and understanding	The Class Teacher should have knowledge and understanding of: - What constitutes quality and high standards in teaching and learning - The theory and practice of providing effectively for the individual needs of ALL children (e.g. classroom organisation and learning strategies) - Achieving and sustaining high standards - What constitutes appropriate and successful relationships with children - Statutory National Curriculum requirements at the appropriate key stage - The monitoring, assessment, recording and reporting of pupils' progress - The statutory requirements of legislation and own requirements to adhere to Equal Opportunities, Health & Safety, SEN and safeguarding - Effective teaching and learning styles. - Cross curricular learning and teaching	In addition, the Class Teacher might also have knowledge and understanding of: - The preparation and administration of statutory National Curriculum tests - Personally developing effective links between 'feeder settings' and secondary partners - Knowledge and understanding of our local area and community. - Coordination of a national curriculum subject area. - Developing school wide Cross curricular learning and teaching - Evidence of using assessment materials - Development of Learning Improvement Plans - Understanding of accounting for progress and attainment at 'progress meetings'
Skills	The Class Teacher will be able to: - Clear evidence of teaching consistently to a 'good' or 'outstanding' standard - Promote the school's aims positively, and use effective strategies to monitor motivation and morale - Develop good personal relationships within a team; - Establish and develop close working relationships with parents, governors and the community - Communicate effectively (both orally and in writing) to a variety of audiences - Create a happy but challenging and effective learning environment - Effective organisational skills - Confident and competent user of ICT - Ability to promote excellent learning behaviours	In addition, the Class Teacher might also be able to: - Clear evidence of consistently teaching to an 'outstanding' standard - Develop strategies for creating community links - Language, sports, music etc. specialism - Deliver exciting assemblies and presentations - Deliver presentations to parents in order to develop support for children -Lead Maths across the school
Personal Characteristics	- Approachable - High expectations of self and others - Committed but flexible - Enthusiastic and motivational - Self-evaluative and adaptable to change - Calm under pressure - Well-organised and able to prioritise	- Willingness to contribute to the wider life of the school by contributing and organising extra-curricular activities and attending PTA events - Brings personal interests and enthusiasms to the school community.

Further Information

Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

Health & Safety at Work

To take responsibility for your own health, safety and well-being, and undertake health & safety duties and responsibilities for your role as specified within Cubbington School's Health & Safety Policy, and all other relevant health & safety policies, arrangements, procedures, systems of work as specified for the post / role.

Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below. The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.

- Significant use of computers (display screen equipment).
- Potential exposure to blood or bodily fluids.
- Face-to-face contact with members of public.
- Work with vulnerable children.
- Working with challenging behaviours.

Pre-employment Guide

Pre-employment checks are an important part of the recruitment process as they allow us to check that the information you have given is accurate, whilst promoting 'Safer Recruitment' best practice which limits the risk to us and the public we serve.

As a result, whenever a position is offered to a successful candidate, it is done so conditionally and so is subject to pre-employment checks which include:

- Two satisfactory references.
- Satisfactory medical clearance.
- Evidence of relevant qualifications, registrations and memberships.
- Confirmation that the candidate is legally entitled to work in the UK.
- Satisfactory check through VBS (Vetting & Barring Service).
- Any other conditions of offer of employment (if appropriate).

Checks that are underlined are required in all instances and we reserve the right to withdraw an offer at any stage if the criteria relating to the conditional offer is not made.

The Recruitment Process

Applying for the job

Please consider carefully all the details in the recruitment pack and decide whether or not you think you meet at least the minimum criteria needed to do the job. If you wish to continue with your application, you may do so by completing the job application form and emailing it to admin3144@welearn365.com

It is also advisable to write a letter of application which explains why you would like this particular job and your personal educational philosophy illustrated with recent examples.

CV's submitted alone are not acceptable.

The decision to invite candidates for interview is based on the details in your application, so please make sure you complete all the sections as fully as possible.

English Duty – This role is covered under part 7 of the Immigration Act 2016 and therefore the ability to speak fluent spoken English is an essential requirement for this role.

The selection criteria

The person specification describes the skills, knowledge and experience we expect a candidate to have, which we will use to determine whether you are shortlisted. It is important that you show how you are able to satisfy each of the stated criteria.

Please make sure you show in your application, by explaining in detail, how you meet each of the criteria. It is not sufficient to merely repeat what is in the person specification. It is important that you do not leave out any relevant experience or skills / knowledge gained, whenever or however it was gained – for example study, voluntary / unpaid work could be included. Any reasons for gaps in employment should also be recorded on your application. In addition to explaining why you think you can do the post, you should give reasons for applying.

Declaration and signature

Please read your completed application form carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

Acknowledgement of application

If you are shortlisted you will be contacted with details of the selection arrangements. We appreciate how much time applicants spend on their applications, but unfortunately Cubbington School cannot always acknowledge unsuccessful applications.

References

References will be taken up prior to interview as the post involves working with children. Referees will be contacted by email where an email address has been provided on the application form.

At least one referee must be your present or most recent employer. If you have never worked or not applying to work for Warwickshire County Council or worked for some time, think of someone who is able to say something helpful and relevant about you, e.g. club or charity organiser for whom you have worked voluntarily, or your Head Teacher if you are a school leaver. All appointments will be subject to satisfactory references.

Evidence of permission to work in the UK

Under the Asylum & Immigration Act 1996, it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. If you are selected for interview, we will ask you to provide documentation to prove your entitlement to work in the UK. Appointment to any post cannot be confirmed until this has been verified.

Work permit

If you require a work permit in order to take up employment, you must state this on the application form.

Relationship to Councillor or employee

If you are related to a Councillor or an employee of the County Council, you are asked to declare this on your application. This is to ensure that you are neither disadvantaged nor favoured in your application. You must not canvass either a Councillor or Council employee to gain employment. This will disqualify your application.

Data protection

The County Council has adopted the guidance set out in the Employment Practices Data Protection Codes and has a policy to destroy unsuccessful applications within 6 months of the recruitment decision having been made.

Declaration of interest

Please give details of any other current employment you have and also give details of any interests that you, your partner or a close relative has which may create a conflict of interest that could affect your employment with the County Council. For example, you or a partner may have an association with a voluntary organisation that receives a grant from the County Council and the post involves monitoring or issuing grants.

CONTACT DETAILS



 www.cubbingtonprimaryschool.co.uk

 admin3144@welearn365.com

 Church Hill, Cubbington, Leamington Spa