



ROYAL
WOOTTON
BASSETT
ACADEMY TRUST

Application Pack

Lawn Manor Academy Teacher of Science

Required September 2019 (or sooner)

MPS/UPS

Deadline: 9am Friday 3rd November 2018

Lawn Manor
T 01793 487286
E admin@lawnmanor.org
W www.lawnmanor.org



Royal Wootton Bassett
T 01793 841900
E admin@rwba.org.uk
W www.rwbat.org.uk





Dear Applicant

Thank you for your interest in working for Lawn Manor Academy. These guidance notes will assist you in completing your application form, which is the first step in our recruitment process.

The Royal Wootton Bassett Academy Trust (RWBAT) is built around the one word of 'Excellence.' Together the Schools strengthen each other, sharing good practice and building capacity for all. Within the MAT we strive to maximise the potential of each person within our community and are absolutely committed to continuous improvement. We value developing the whole person equally to the achievement of academic success.

The successful applicant should be an excellent classroom practitioner and bring passion and enthusiasm to the role along with the ability to teach proactive and focused lessons for all age groups.

The ideal candidate will be able to:

- demonstrate a commitment to the school's pupils
- act as a role model for both staff and pupils
- maintain an effective presence in and around the school
- advise on and implement school policies

In return we can offer the full benefits of our excellent support and CPD programmes both internally and through Royal Wootton Bassett Academy Trust.

Job Description

The job description lists all the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job. The criteria listed within the job description detail how each of these areas will be assessed. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet these criteria.

References

We will require two satisfactory references before a job offer is confirmed; one of which must be your current Headteacher in your present or most recent employment. Please remember to check that your referees are actually available to provide a reference, as failure to do this could cause a delay in confirming **your appointment**.

There is a lot of information about the academy available on our website www.lawnmanor.org

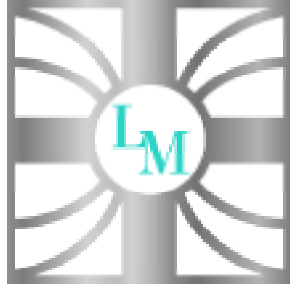
We hope you will feel inspired to apply for the post of Teacher of Science at Lawn Manor Academy.

Yours sincerely

George Croxford
CEO

Sandra Muir
Headteacher LMA





Teacher
Job Description
Reports to: Head of Science

Responsibilities
Professional duties for all teachers in England and Wales are outlined in the school Teachers Pay and Conditions.

All academy post-holders are expected to support LMA’s & RWBAT’s vision and values that are embedded in the day-to-day and long-term running of the academy which include but are not limited to:

- Inspire pupils to achieve their very best.
- Ensure all pupils make outstanding progress and achieve challenging targets.
- Fully implement all Academy policies and procedures.
- Create an exciting learning environment.
- Create relationships based on mutual respect.
- Be an effective part of the team.
- Manage own professional development.
- Work closely with all support colleagues.
- Work collaboratively with academy staff in sharing ideas and best practice.
- Form effective relationships with parents and other parties.

The job description is not the contract of employment but an outline of the main roles and responsibilities for each teacher in the school.

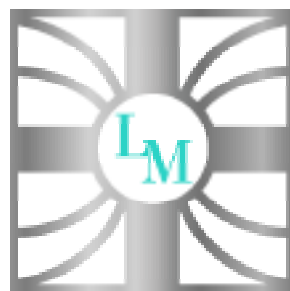
- Teaching Responsibilities**
- To be a mentor as required.
 - To work as part of a team to deliver high quality lessons within an agreed scheme of work in line with the National Curriculum and other internal and external examination requirements.
 - Monitor, evaluate, assess and review the work of individual students and groups of students in line with school policies to ensure continuous improvement of standards.
 - To record the work covered by each class including homework and test scores.
 - To ensure high standards of achievement and attainment.
 - To be responsible for the discipline of all students in your classroom, before, during and after the lesson.
 - To manage the work of any additional adults in your lessons including teaching assistants and learning mentors etc.
 - Maintain an excellent environment and culture for learning in the faculty through the use of display, the school’s reward and behavior systems.
 - To be responsible for the health, safety and welfare of the students in accordance with the Council’s policy and Health and Safety at Work Act, 1974.
 - To attend meetings and work in partnership with parents and other external agencies.
 - To carry out actions in order to meet School Improvement Plan and faculty targets.
 - To carry out duties in accordance with the Staff Handbook and the Staff Information Booklet.
 - To establish a positive ethos in the school by setting an example of high standards of professional dress and behaviour.
 - Where possible, support, maintain and improve the school’s extra-curricular programme including coursework clinics, homework clubs, extra lessons, performances etc.

A teacher employed by the Trust on terms such as those described in their contract of employment and in this job description shall in addition perform, in accordance with any direction which may reasonably be given from time to time by the Headteacher or Governing Body of the school in which he is required to work as a teacher, such particular duties as may reasonably be assigned to him.

All job descriptions, where necessary, to be reviewed annually.

This organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Staff must work in accordance with the South West Child Protection procedures and Child Protection/safeguarding Policy and understand their role within that Policy.





Person Specification

Criteria which will be measured at application and interview

Knowledge & Experience

ESSENTIAL

Degree Status (First/2:1/2:2)

Qualified Teacher Status QTS or currently completing teacher training

Excellent subject knowledge

Recent experience of teaching at both Key Stage 3 and Key Stage 4

Effective management of teaching assistants and other assigned adults

Support for student sub-groups including those with SEN

Communication skills, including good written English

Passion for teaching and learning

Good classroom behaviour management

Use of ICT to enhance learning and teaching

Recent and relevant professional development

Understanding of the learning process

Understanding and application of pupil related data

Use of assessment in the teaching and learning process

Willingness to learn

DESIRABLE

Form tutor experience

Team player

Inter-personal skills

Excellent ICT skills

Commitment to whole staff, faculty and other meetings

Ability to promote high standards in teaching and learning

Reflective practitioner

Commitment to inclusive education

Experience of working with stakeholders: parents, Governors, LA etc

Personal Qualities

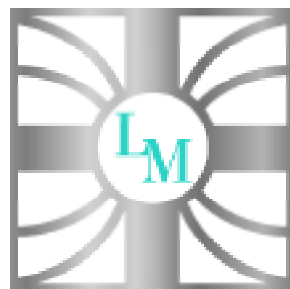
Stamina, drive, energy, enthusiasm and determination to succeed

Commitment to excellence and high expectations

Commitment to supporting extra-curricular learning

Commitment to student safety and safeguarding





How to apply

Candidates must return a completed application form and can attach a supporting letter (no more than 1 side of A4).

Closing date for applications: 9am 23 November 2018

Please be advised that any applications received after this date/time will not be accepted, candidates are responsible for ensuring their application is received. Due to the high number of applications it is not always possible to confirm receipt of applications.

Interviews will be held: TBC

Completed application forms should then be returned marked confidential to the following address:

Esther Newman
Lawn Manor Academy
Salcombe Grove
Swindon
SN3 1ER

or sent via email to: recruitment@lawnmanor.org

Applicants are welcome to visit the academy during the application period by appointment only. Please call or email to book, 01793 427742

Candidates who are successfully selected for interview will be informed after shortlisting has taken place.

Candidates should apply using the correct application form (see last page for link). CVs will not be accepted.

Lawn Manor Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Please note any position that involves working with children requires declaration of ALL convictions/cautions regardless of whether these are deemed as spent and a DBS check will be carried out before any employment commences. References will be obtained before interview at shortlisting stage and may be used in the interview process. If previous employment has included working with children then at least one referee must be from this employment regardless of whether this is the current or most recent employment. Any gaps in employment must be detailed and an explanation provided in the relevant section.



Useful information

Application Form: [Click Here](#)

Lawn Manor Academy website: [Click here](#)

Royal Wootton Bassett Academy Trust website: [Click here](#)

