



St John Evangelist  
Catholic School

# Class Teacher

St John Evangelist Catholic School

STJE/700



Duncan Street • Islington • London • N1 8BL



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# St John Evangelist Catholic School

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Islington  
London N1 8BL

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[www.stjohnevangelist.islington.sch.uk](http://www.stjohnevangelist.islington.sch.uk)



Dear Prospective Applicant,

Thank you for taking an interest in our advertisement for the post of class teacher at St John Evangelist Catholic School. We hope you will take time to visit us before hopefully applying for the position.

We are looking for someone to work with a very enthusiastic and committed teaching staff who constantly strive get the best from all our children. We are a voluntary-aided, inner city primary school with a vibrant and dynamic mix of children from all backgrounds.

We are committed to developing our staff professionally and we make sure our teachers have access to in-house and outside training development opportunities to enable them to keep up to date and to develop their skills as teachers and future leaders in education. If you have any expertise or interest in certain areas of the curriculum please tell us about them in your application.

We are in the heart of Islington near to the Angel and a variety of shops, restaurants and other amenities. There are excellent transport links to Central London and to outlying areas.

All the information you will need is in the application pack however if you require anything further please contact the school office and we will be happy to help.

If you want to see and hear more about the school please go to our web site or download our iPhone/android app 'St John Evangelist Catholic School'. We look forward to receiving your application.

Best Wishes

Tina Oliva  
Headteacher



## CLASS TEACHER

<b>Salary Grade Range:</b>	<i>MPS</i>
<b>Actual Salary Range:</b>	<i>£28,660 - £39,006 per annum</i>
<b>Hours of work:</b>	<i>32.5 hours per week</i>
<b>Contractual status:</b>	<i>Full Time and Fixed term, one year</i>

**The Governing Body at St John Evangelist Catholic Primary School would like to appoint a Class Teacher (for KS2 in the first instance) for September 2018.**

Applications from teachers who can demonstrate a sound understanding of the National Curriculum and strong leadership in the classroom are welcome.

We are looking for a teacher who will support the ethos of our Catholic School, has high expectations and an ability to teach across the age ranges.

St John Evangelist Catholic Primary School is a Catholic school and its Catholicity underpins all aspects of school life. Religious Education is considered a core subject. We are a happy and caring school where our children are at the centre of all we do. We aim to foster a sense of belonging and responsibility to the school, parish and wider community in which we reside.

For visits and further information, please telephone the School office on: 0207 226 1314 or email: [office@stjohnevangelist.islington.sch.uk](mailto:office@stjohnevangelist.islington.sch.uk).

Please apply online at <http://jobs.islington.gov.uk/disciplines> following the jobs link. If you need any assistance, please email [schoolsrecruitment@islington.gov.uk](mailto:schoolsrecruitment@islington.gov.uk) quoting reference **STJE/700**.

**Closing date for applications:** Midnight, Friday 27<sup>th</sup> April 2018

**Interviews held:** Week commencing Monday 30<sup>th</sup> April 2018

***St John Evangelist School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An enhanced DBS (Disclosure and Barring Service) with barred list check is required for all successful applicants. Also, this post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations. The Westminster Diocesan Policy on Equal Opportunities will apply.***



## Job Description

<b>Salary Grade Range:</b>	<i>Main scale Professional Grade Teacher</i>
<b>Grade</b>	<i>M1 – M6</i>
<b>Actual Salary Range:</b>	<i>£28,098 - £38,241 per annum</i>
<b>Hours of work:</b>	<i>32.5 hours per week</i>
<b>Contractual status:</b>	<i>Full Time and Permanent</i>

This job description should be read alongside the range of duties of teachers set out in the annual School Teachers' Pay and Conditions Document.

Members of staff should at all time work within the framework provided by the School's Policy statements to fulfil the general aims and objectives of the School Development Plan.

The post holder candidate will agree major objectives with the Headteacher. These objectives will include:

1. Achieving the highest possible standards of Education for pupils in the allocated class.
2. The creation and development of whole school policies and programmes to meet the needs of pupils and to improve the level of achievement in the area of responsibility across the school.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

### PRIMARY JOB FUNCTION

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher.

To ensure the highest possible of standards of education of the pupils for whom the teacher has class/group responsibility – socially, emotionally, physically, intellectually and aesthetically.

To promote and support the Catholic ethos of the school.

### LIAISON AND CO-OPERATION

The teacher will work in liaison, contact and co-operation with:

- The Catholic Education Service in the Archdiocese of Westminster;
- The parish of St John the Evangelist;
- Other members of staff;
- Members of the Local Authority support and advisory services;
- Organisations and networks relevant to the teacher's specialism or subject;
- Parents, governors and the local community.

## **POLICY AND LEGAL FRAMEWORK**

The teacher will work within the framework of:

- National legislation, including Education Acts from 1944 to 1993, the SEN Code of Practice and the current School Teachers' Pay and conditions Act
- School policies and guidelines on the curriculum and school organisation;
- LEA policies and guidelines, in particular those relating to particular those relating to curricular aims and principles, and to race and gender equality.

## **MAIN DUTIES AND AREAS OF RESPONSIBILITY**

### **Planning, Teaching and Class Management**

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting tasks which challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Identifying SEN or very able pupils and planning appropriately for their needs in collaboration with the Inclusion Co-ordinator.
- Providing clear structures for lessons maintaining pace, motivation and challenge;
- Making effective use of assessment and ensure coverage of programmes of study;
- Ensuring effective teaching and best use of available time;
- Maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- Using a variety of teaching methods to:
  - i. Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
  - ii. Use effective questioning, listen carefully to pupils, give
  - iii. Attention to errors and misconceptions
  - iv. Select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
- Ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- Evaluating own teaching critically to improve effectiveness;
- Ensuring the effective and efficient deployment of classroom support
- Taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
- Encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
- Using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning;

## **Monitoring, Assessment, Recording, Reporting**

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- Mark and monitor pupils' work and set targets for progress;
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- Undertake assessment of students as requested by examination bodies, departmental and school procedures;
- Prepare and present informative reports to parents.

## **Curriculum Development**

- Have lead responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and / or maintenance
- Contribute to the whole school's planning activities

## **Other Professional Requirements**

- Have a working knowledge of teachers' professional duties and legal liabilities;
- Operate at all times within the stated policies and practices of the school;
- Know subject(s) or specialism(s) to enable effective teaching;
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- Endeavour to give every child the opportunity to reach their potential and meet high expectations;
- Take responsibility for safeguarding and promoting the welfare of children and young people.
- Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school;
- Take part in marketing and liaison activities such as Open Evenings, Parents Evenings, and events with partner schools;
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- Take responsibility for own professional development and duties in relation to school policies and practices;
- Liaise effectively with parents and governors.

# PERSONAL SPECIFICATION

Area: Education		Section: St John Evangelist Catholic School
Designation: Main Professional Grade Teacher		Grade: M1 to M6
<b>REQUIREMENTS</b>		
<b>QUALIFICATIONS AND EXPERIENCE</b>		<b>A/I/T</b>
<b>E1</b>	Qualified Teacher Status (or pending if NQT) and evidence of appropriate subsequent in-service training.	
<b>E2</b>	GCSE or equivalent English and mathematics	
<b>EXPERIENCE</b>		
<b>E3</b>	Recent successful teaching experience or placements preferable across either Early Years, Key Stages 1 or 2 and in at least one inner city multi-cultural school.	
<b>E4</b>	Proven experience of high standards of primary classroom practice.	
<b>KNOWLEDGE AND SKILLS</b>		
<b>E5</b>	Support the ethos of our Catholic school	
<b>E6</b>	Set high expectations which inspire, motivate and challenge pupils.	
<b>E7</b>	Promote good progress and outcomes for pupils.	
<b>E8</b>	Demonstrate good subject and curriculum knowledge	
<b>E9</b>	Plan and teach well structured lessons	
<b>E10</b>	Adapt teaching to respond to the strengths and needs of all pupils	
<b>E11</b>	Make accurate and productive use of assessment	
<b>E12</b>	Manage behaviour effectively to ensure a good and safe learning environment.	
<b>E13</b>	Fulfil wider professional responsibilities	
<b>E14</b>	Evidence of communicating effectively orally and in writing, giving clear instructions	
<b>E15</b>	IT literate	
<b>EQUAL OPPORTUNITIES</b>		
<b>E16</b>	Evidence of commitment to Equal Opportunities both in service delivery and employment, and an understanding of its effective operation within a school. An ability to ensure that each child's identity is respected and maintained and enhanced and that stereotypes are challenged in a sensitive way	
<b>OTHER QUALITIES</b>		
<b>E17</b>	Positive working with a range of professionals	
<b>E18</b>	Can initiate, develop and implement new ideas	
<b>E19</b>	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	
<b>E = Essential D = Desirable</b>		
<b>Assessed by: A = Application I = Interview T = Test</b>		

Candidates should ensure that they address all of the above criteria in their application form referring where appropriate to actual experience.





## How to Apply

### APPLICATION DEADLINE

Completed application forms must be received by **Midnight, Friday 27th April 2018.**

Please apply online at <http://jobs.islington.gov.uk/disciplines>

If you require any assistance please email [schoolsrecruitment@islington.gov.uk](mailto:schoolsrecruitment@islington.gov.uk) quoting reference **STJE/700.**

### COMPLETING YOUR APPLICATION

Candidates are asked to complete all the standard information required on the application form, and then to submit a supporting statement, addressing all of the criteria identified at application stage. Additional criteria will be tested at interview stage.

### VISITS

Visits to the school are encouraged and can be arranged by emailing [office@stjohnevangelist.islington.sch.uk](mailto:office@stjohnevangelist.islington.sch.uk)

### SELECTION PROCEDURE

Shortlisted candidates will be notified immediately after this has taken place. Please would all applicants ensure that their preferred means of urgent contact (phone, mobile phone, e-mail or fax) is clearly identifiable from the application form, so that we maintain your confidentiality as required.

### REFERENCES

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set. In all cases at least one professional reference is required and one from the Parish Priest (if applicable) is preferred.

### SAFEGUARDING CHILDREN

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.