

# Information Pack

## Part-time

### Reception Class Teacher (MPS)

Temporary maternity cover  
Required for September 2018





In January 2014 Radford became part of the Sidney Stringer Academy Multi Academy Trust. Radford is a rapidly improving school at the heart of the community. The ambition of the trust is for Radford Primary to become an outstanding provider. Radford is well on its way to EXCELLENCE.

The trust is led by Sidney Stringer Academy which was judged as outstanding in all categories by Ofsted. The school is a leading edge school and last year was in the top **6%** of schools nationally for student progress.

Radford is a small one form entry Primary School with a very positive and compassionate family ethos.

We are an enthusiastic team lead by an ambitious Headteacher with a clear vision.



## Class Teacher

We are seeking to appoint a dynamic and inspirational Class Teacher

We are looking for someone with;

- Excellent classroom management skills
- Commitment to ensure all pupils make outstanding progress
- Love of children
- Imagination and creative flair to engage and excite
- A passion for learning and career development
- Prepared to go the extra mile
- A real team player with initiative and determination
- Drive to close gaps between the advantaged and disadvantaged

We offer a very high quality support and developmental package delivered by staff at Radford and Sidney Stringer Academy.

## **This is what our staff say about us:**

“Since I started working at Radford Primary Academy, I have been able to indulge in a wealth of training opportunities, which I feel has had a hugely positive impact on my teaching practice. Being part of the Sidney Stringer Multi Academy Trust also has many advantages - the training packages provided are second to none and there is the added bonus of several social events throughout the year which provide opportunities to meet colleagues at our 5 partner schools. I feel very fortunate to be working at a school that I love!”

“From the first warm welcome by both its wonderfully supportive staff and it’s exuberantly inquisitive and engaged children to today, I could not have asked for a better school to help me develop as a professional, teacher, or individual. The importance placed upon numerous bespoke, effective CPD opportunities, both with our school and across the MAT, demonstrates the value that is placed upon its staff. It is a pure delight to be at the centre of such a vibrant, eclectic community. Those seeking to join a burgeoning school, burning bright with a positive ethos of learning, would definitely do well to join our team of ‘High flyers’.

“Working at Radford is like belonging to a family that supports you and encourages you to become the very best teacher you can be. Opportunities to develop your skills through CPD are tailored personally. This allows you to constantly move forward in your career. The family ethos provides a warm and friendly atmosphere which is reflected in both staff and children.”







## **Radford Primary School is proud to offer...**

- Children who are eager to learn, are beautifully behaved and proud of their school
- An ambition for the whole school community to be “High Flyers”
- A positive, creative and welcome environment
- A family ethos and great staff team
- An exciting and challenging atmosphere where purposeful learning takes place
- A hard working and enthusiastic staff team
- Strong support from the Multi Academy Trust

## **There are many benefits to staff working at Radford Primary!**

- Excellent CPD package
- Subsidising higher level qualifications
- Long Service Awards
- 100% attendance days - 1 day off following year
- Cycle to Work scheme
- Occupational Health and Counselling support
- Financial surgeries/ advice
- Subsidised flu jabs (1/2 price)
- Free access to Sidney Stringer Academy Fitness Suite
- Child care vouchers
- Free lunch for lunchtime duty
- Free tea and coffee
- Strong support from the Multi Academy Trust

## **JOB DESCRIPTION – Reception Class Teacher**

*Radford Primary Academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment.*

**Scale:** Main Pay Scale

**Responsible to:** Headteacher

**Responsible for:** Carrying out the duties of a subject teacher as set out in the most recent Teacher's Pay & Conditions Document. Your aim is to be an effective teacher and tutor who challenges and supports all our students to do their best and achieve their potential in the ethos of Radford Primary Academy.

**Core purpose:**

***To meet high professional standards in respect of:***

- Relationships with children
- Communicating and working with others
- Knowledge and understanding
- Skills to achieve consistent high quality learning and teaching across the Academy
- Promotion of a love of learning.

**General teaching duties:**

***To plan effectively to meet the needs of all pupils:***

- Developing creative and rigorous Schemes of Work and planning lessons which engage children to implement the Academy learning and teaching policy.
- Matching the design of lessons to the ability of pupils.
- Taking account of the need for progression in pupils' learning experience.

***To teach and manage pupils' learning by:***

- Ensuring effective teaching of whole class groups or individuals
- Establishing a purposeful, stimulating and safe learning environment conducive to learning and identify opportunities for learning in out-of-school contexts
- Setting high expectations of students' behaviour, through good classroom discipline, adherence to Academy climate for learning policy, focused teaching and productive relationships
- Using teaching methods which take account of different learning styles
- Using skills in literacy, numeracy and ICT to support teaching and wider professional activities.
- Plan for, organise and direct the work of support staff.

***To ensure pupils progress and that they meet or exceed their targets by:***

- Having high expectations of children, based on a sound knowledge of their prior, present and potential attainment.
- Providing challenge and support within lessons.
- Reporting to parents on the development, progress and attainment of pupils.

- Giving clear and constructive feedback to children on how to move their learning forward.

***To manage one's own performance and enhance the working atmosphere and ethos in the Academy***

***by:***

- Applying Academy policies and practices consistently
- Working as a team member, identifying opportunities for working with colleagues and sharing development of effective practice
- Setting an example to pupils in work ethic, conduct, dress, punctuality and attendance
- Taking responsibility for one's own professional development, setting objectives for Improvement and keeping up to date in subject expertise and teaching skills
- Maintaining effective working relationships with teaching and support staff.

***To support the wider life of the Academy community and its individuals:***

- Work to published timescales for reports, publications and events
- Carry out procedures to satisfy Academy policy and practice
- Carry out weekly duties.

**Other Duties**

- To undertake such other duties, training and/or hours of work as may well be reasonably required and which are consistent with the role.
- To participate in performance management arrangements.
- To adhere to published school policies and procedures.
- To attend regular meetings with line manager.

**Safeguarding**

Teachers are accountable for the way in which they exercise authority, manage risk, use resources and protect students from discrimination and avoidable harm. All staff, whether paid or voluntary, have a duty to keep young people safe and to protect them from physical harm. When an individual accepts a role that involves working with children and young people they need to understand and acknowledge that the responsibilities and trust are inherent in that role.

- The jobholder is expected to observe their obligations in accordance with the Academy's Child Protection Procedure, and to report any concerns that they may have regarding a child or young person's welfare to the appropriate person. A copy of the Academy's Child Protection Procedure can be obtained from the jobholder's line manager.
- ***The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***

**Rehabilitation of Offenders Act 1974**

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions cautions and reprimands being considered. Any convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced DBS clearance has been acquired, must be disclosed to the Principal by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with the Academy's Disciplinary Procedure.

## **Health and Safety**

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in the Academy's Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager and must be observed.

## **Confidentiality and Data Protection**

The jobholder is expected to comply with the provisions of the Data Protection Act 1998. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Academy's Data Protection Policy.

## **Equality and Diversity**

Radford Primary Academy Trust is committed to equality and values diversity. As such the Academy is committed to fulfilling its Equality Duty obligations, and expects all staff and volunteers to share this commitment. The Duty requires the Academy to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age gender, race and faith, and people who do not share them. Staff and volunteers are required to treat all people they come into contact with, with dignity and respect, and are entitled to expect this in return.

## **Training and Development**

Radford Primary Academy has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development, and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

*This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work, as at the date on which the last review took place.*

*This job description may subject to review and/ or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder, and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests*

*Reviewed by : L. Buran Head teacher (May 2018)*

## **Person specification**

<b>Educational</b>	<ul style="list-style-type: none"><li>• Qualified teacher status.</li><li>• A record of consistently good teaching either as a PGCE/Teach First or Schools Direct student or as a qualified teacher.</li><li>• Evidence of commitment to continuing professional development.</li></ul>
<b>Knowledge</b>	<ul style="list-style-type: none"><li>• Good knowledge of the EYFS, KS1 or KS2.</li><li>• Sound phonic knowledge.</li><li>• Understanding of the requirements of good classroom management.</li><li>• Understanding of the significance of school ethos.</li></ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"><li>• Good organisational skills.</li><li>• Ability to create a safe, stimulating and imaginative learning environment.</li><li>• Ability to bring learning to life.</li><li>• Excellent behaviour management strategies.</li><li>• Ability to communicate well and establish and maintain excellent professional working relationships with children, parents and staff.</li></ul>
<b>Personal characteristics</b>	<ul style="list-style-type: none"><li>• The willingness to go the extra mile for children and accept no excuses for underachievement.</li><li>• Energetic and enthusiastic.</li><li>• Reflective and evaluative about own practice.</li><li>• A sense of humour.</li></ul>

***All employees of Radford Primary Academy are required to comply with the Academy Equal Opportunities Policy when undertaking the duties of their job.***





## **(Part-time) Reception Class Teacher (MPS)**

0.5 (2.5 days) from September 2018 for two terms in the first instance temporary maternity cover

We are looking for an energetic, enthusiastic and inspiring Reception Class Teacher with real passion for working with children. We have a very strong and supportive team who are ambitious for the children and go above and beyond for them. The post is for 2 terms in the first instance.

### **How to apply**

For further details, an application form, and to apply, please visit our website:

**[www.radfordprimaryacademy.org.uk](http://www.radfordprimaryacademy.org.uk)** - Vacancies page

Please return completed application forms to Ghausia Bhatti (Admin Assistant) - [gbhatti.staff@sidneystingeracademy.org.uk](mailto:gbhatti.staff@sidneystingeracademy.org.uk) [No hard copies to be sent in the post].

**Closing date : Friday 18<sup>th</sup> May at 12 noon**

Interview date: Week beginning 21<sup>st</sup> May 2018

*Any offer of employment to the above post will be subject to receipt of a satisfactory disclosure from the Disclosure and Barring Service.*