Timbercroft Primary School

Candidate Information Pack



Maritime Academy Trust

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Dear Applicant

Thank you for your interest in working with our team at Timbercroft Primary school, part of the Maritime Academy Trust.

We are a two form entry school from Nursery to Year 6 (3 - 11 year olds), which each phase based in one of four buildings on a large site in a residential area in Plumstead. Our intake is diverse with over 36 languages being spoken and a wide range of educational needs catered for.

We believe learning should be exciting - our ultimate aim is to provide a highly enjoyable, enhanced curriculum which not only incorporates the National Curriculum but the needs, thoughts and ideas of every learner in our school. Our revised curriculum ensures that all of our pupils are motivated, engaged and enthused about every learning experience, inspiring them to become lifelong learners and develops their cultural capital for the world in which we all live. The design of the curriculum takes into account the needs of all pupils, values their diversity and allows them to make excellent progress within their learning. Children work towards an exciting exit point which we call our 'Big Outcomes' where they can share their learning with parents and friends of the school. Big outcomes encourage entrepreneurial skills, giving children an opportunity to apply their knowledge and understanding, contextualising their learning.

The children and adults at Timbercroft have high expectations of behaviour and as a community we all work together to ensure that the school environment is positive and safe for all. We are an IQM Centre of Excellence and Flagship School for Inclusion and we are very proud of our wonderful friendly caring committed staff and children. At the core of our ethos is the belief that all children have the right to quality first teaching as part of a broad and balanced curriculum.

We hope that you find the information in this candidate pack useful and we urge you to look on our website (www.timbercroft.greenwich.sch.uk) for further details about the school. If you would like further information about the post or would like to arrange a visit prior to submitting your application, please contact the main school office – info@timbercroft-maritime.org or on 020 8854 6915.

We look forward to receiving your application.

Miss Angela Cartwright
Head of School

Mrs Debra Joyce
Executive Headteacher

Welcome to Timbercroft

Rated 'Good' by Ofsted, Timbercroft, part of the Maritime Academy Trust, is a Flagship School for Inclusion and is known for its warm welcoming happy staff, a curriculum that celebrates diversity, sensory rooms and garden, WOW days to start learning (irresistible learning with a wow factor) and BIG outcomes to showcase outcomes of learning.

Timbercroft Vision and Values

OUR VISION & VALUES

"A safe and inclusive environment where everyone is motivated to learn creatively, ensuring success for all."

Teamwork between children, staff, parents and governors.

Inclusive Centre of Excellence where all children's needs are met.

Motivating children to learn.

Believing everyone can succeed.

Enjoying aspects of school life.

Recognising individual achievements.

Collaborating to support all learners.

Respect for all.

Opportunities to aspire and achieve.

Family atmosphere where everyone is valued.

Together the staff and children conquer challenges to allow for our future success.

Timbercroft Photo Gallery



What the Parents say about Timbercroft Primary School

> "Once you child becomes part of Timbercroft they become part of a family. Every child matters, every need is met and as a team no problem is eft unsolved. Timbercroft is a happy and safe place to be."

> "My son goes to this school. It is a wonderful little school where the ethos is about the children. Very community spirited. Certainly recommend it for your little ones."

> "I like Timbercroft school for my sons because the school has a great support system when it comes to extra support for children who need more help with their learning. I have had great help from teachers and the SENCO for speech and language and my sons are happy being at Timbercroft. It shows that Timbercroft staff have helped because of their progression and how their learning has improved each and every time. Good job Timbercroft School!"



Maritime Academy Trust

Maritime is a charitable education trust with schools across London and the South East and led by the CEO – Nick Osborne.

As an education charity, Maritime are fully committed to advancing education for the public benefit. It is our mission to empower our schools with the means to drive ever greater and more enjoyable outcomes for children.

This is done by seeking out the intersection between logic and magic; between the knowledge children need, the skills that will enable them to navigate a future world of work that doesn't exist yet, and a journey through education that will stick with them as they grow.

Our Maritime Entrepreneurial Curriculum brings this all together, weaving essential skills and knowledge into a thematic approach to learning that is embraced by all of our schools. It culminates with our Maritime Expeditions: child-led learning showcases that demonstrate how children have found solutions to real-world challenges.

Like our name suggests, Maritime draws on the heritage of our original Greenwich home. We are explorers and adventurers who believe that our community grows stronger the more people we meet and the more we learn from them. Our whole approach to what we do, our whole mindset, is that through strong collaboration we can most effectively spark innovation throughout our schools. Collaborate, Innovate, Educate.

We are very proud of how we work together, approaching everything through the lens of our Maritime Behaviours, the ways of working that build towards our vision and make it enjoyable to be a part of the team.

As an employee of the Maritime Academy Trust you can expect:

- a positive working environment
- national terms and conditions
- tailored programmes of CPD with cross trust development opportunities
- a generous package of staff benefits.

You can find out more information about Maritime Academy Trust on the website.

Staff Benefits

The Maritime Academy Trust is able to provide our children with a phenomenal education because we employ the very best Teachers and Support Staff, who share our vision, values and behaviours. We want our employees to feel valued and offer a competitive package of benefits.



Application Guidance

Thank you for your interest in working with the Maritime Multi-Academy Trust. This Application Guidance has been developed to help you to compete your application. Please take a few minutes to read through the information before filling out the application form.

Your application will be your first point of contact with the Trust and the school you would like to work with. The content of your application will determine whether or not you will be invited to interview, therefore it is essential that you complete it as fully as possible. We will not make any assumptions about your abilities and do not take into account any previous applications.

CVs are not acceptable in the place of a completed application form and all candidates are required to address the criteria on the person specification for the post. However, you may submit a CV in addition to your completed application form.

Personal Details

Enter fully and clearly your name, address and telephone number(s) so that you can be easily contacted in the event that you are shortlisted to attend an interview.

Employment

State clearly your current or most recent employer's name and address. Include details of the post held and (if applicable) reason for leaving.

Previous Employment

Enter names and addresses of all previous employers, starting with the most recent. You can also include work experience placements, holiday jobs or voluntary work in which you have developed skills relevant to the job you are applying for. It is very important that you complete this section in chronological order, and detail accurately any gaps between employment and other activities.

Education

Provide full details of your education at secondary level and above along with details of degrees/diplomas and any other qualifications, including those that you are currently studying for. Make sure you give all the information required, including levels and grades of any examinations taken. If a required qualification has been specified for the role, make sure you give all the information required and levels of any examinations taken. You will be expected to provide documentary evidence if you are invited for an interview.

Supporting Statement

This section is very important. It gives you the opportunity to detail why you feel you are the best person for the job and why you are applying, and is the key information that is used for shortlisting. Before completing this section refer to the Job Description and Person Specification for the role.

Application Guidance

Focus on how your skills, knowledge and experience meet each role requirement, detailed in the person specification giving specific examples. In completing this section you may refer to both paid and voluntary work and your experience within any school or any relevant experience outside work.

Referees

Provide the names, addresses and email addresses of two people who are willing and able to provide references in support of your application. One of these must be your current (or most recent) employer.

If you are an NQT We suggest you ask the Headteacher of your most recent placement and your university or college tutor, as they will be able to comment upon your teaching skills.

If you are not currently working with children but have done so in the past, the second referee should be the employer by whom you were most recently employed in work with children. Please note that family members, friends and relatives are not acceptable referees.

Referees will be asked about past disciplinary actions or allegations excluding those that were deemed to be unfounded, unsubstantiated or malicious when assessing your application.

If you are subsequently made a conditional offer of employment, further information may be sought about health and absences.

Eligibility to Work in the UK

If you are selected to attend for an interview you will be asked to provide documentary evidence of your right to work in the UK.

Declarations

If you are appointed, you will be required to complete a Disclosure and Barring Service (DBS) application. The DBS will provide a report to you confirming whether you have any history of criminal convictions, including cautions and bind-overs.

All posts in schools are exempt from the Rehabilitation of Offenders Act 1974; this means you must declare all convictions, including those that would normally be regarded as 'spent'.
The existence of a criminal background does not automatically mean that you cannot be appointed but it may do so.

We need to know if you have a close relationship with and/or are related to any employee, governor or anyone else connected to the school, in order to ensure a fair selection process.

If you have a disability please provide details of any adjustments that you will require if shortlisted for an interview. Any details you provide regarding a disability will be dealt with sensitively and will only be disclosed to staff involved in the selection process when it is considered appropriate and necessary.

Application Guidance

Submitting Your Application Form

Before submitting your application form ensure that you take time to read it through to check for any errors or omissions. You may find it useful to keep a copy of your submitted application form to refer to if you are short listed for the post you are applying for. Your completed application must be submitted before the specified closing date.

Next Steps

All applications will be acknowledged. You will be notified within two weeks whether you have been shortlisted to attend an interview. It is the policy of the Trust that feedback is not provided to candidates at the shortlisting stage

Safeguarding

It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children. See our policy statement re ex-offenders

Maritime Academy Trust is committed to recruiting with care and safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to a satisfactory enhanced DBS check. A copy of our recruitment of ex-offenders policy can be **found here**.

A copy of the Maritime Child protection and safeguarding policy can be found on the link below

https://www.maritimeacademytrust.org/docs/policies/Maritime_Child_Protection_and_Safeguarding_Policy_2021-2022.pdf

If you are shortlisted you will be asked to complete a Criminal History declaration form.

A copy of our statement policy of recruitment of ex-offenders can be **found here.**

Privacy

A privacy notice for applicants can be **found here**

Job Description

Job Title	Class Teacher
School	Timbercroft Primary School
Responsible	The Headteacher and members of the Senior Leadership Team (SLT)
Direct Reports	The Postholder may be responsible for the deployment and supervision of the work of teaching assistants relevant to their responsibilities

Purpose

Responsibility for the learning and achievement of all pupils ensuring equality of opportunity for all.

Working proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.

Act within, the statutory frameworks, which set out professional duties and responsibilities and in line with the duties outlined in the School Teachers Pay and Conditions Document and Teacher Standards.

Responsibilities

Delivery of an appropriate curriculum and set challenging learning objectives for all pupils.

Responsibility for pupil attainment, progress and outcomes.

Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and use distinctive teaching approaches to engage and support them.

Make accurate and productive use of assessment to secure pupils' progress, using relevant data to monitor progress, set targets, and plan subsequent lessons.

Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.

Have high expectations of behaviour, promoting self -control and independence of all learners.

Plan for and create a classroom environment which will facilitate independent learning and enable children to fulfil their potential.

Job Description

Maintain appropriate and efficient records, integrating formative assessment into planning.

Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies.

Be responsible for improving teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of appraisals.

Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.

Participate in meetings which relate to the school's management, curriculum and administration.

Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document

Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document.

Perform any reasonable duties as requested by the Headteacher.

Person Specification

The following criteria will be used for shortlisting purposes:

Qualifications	**Essential/Desirable**	**Method of Assessment**
Educated to Degree level	Essential	**Application Form**
Qualified Teacher Status	Essential	Application Form
Knowledge & Experience	**Essential/Desirable**	**Method of Assessment**
Teaching Experience	Essential	Application Form
Secure knowledge of curriculum areas	Essential	Application Form/Interview
Ability to deploy a wide range of effective behaviour management strategies, successfully	Essential	Application Form/Interview
Ability to teach using a wide variety of strategies to maximise achievement for all children including those with special educational needs and high achievers and to meet differing learning styles.	Essential	Application Form/Interview
Sound ICT knowledge and skills and the ability to effectively use ICT to enhancelearning and teaching	Essential	Application Form/Interview
Ability to demonstrate a commitment to equal opportunities and the use of variety of strategies to promote inclusion	Essential	Application Form/Interview
Understanding of safeguarding requirements and measures	Essential	Application Form/Interview

Person Specification

that promote the welfare of children		
Personal Qualities	**Essential/Desirable**	**Method of Assessment**
Ability to form positive relationships with children, colleagues and parents	Essential	Application Form/Interview
Ability to communicate effectively both verbally and in writing	Essential	Application Form/Interview
Ability to effectively manage own workload	Essential	Application Form/Interview



Contact Us

@Timbercroftps

@TimbercroftPrimarySchool

Timbercroft Lane, Plumstead, London, SE18 2SG

info@timbercroft-maritime.org

020 8854 6915



Maritime Academy Trust

@MaritimeMAT

@MaritimeAcademyTrust

www.tes.com/jobs/employer/maritime-academy-trust-1162586

Telephone: 020 8016 6064
Email: info@maritimeacademytrust.org
Recruitment: recruitment@matoffice.org