



**Class Teacher
(Year 3/4 class)
Fixed Term Contract for 2 Terms
MPS
Suitable for ECTs**

Required January 2024

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Woodlands Primary Academy

Dear Colleague

Thank you for expressing an interest in this exciting post.

We are looking for a teacher who has/will:

- Competence and a proven track record in teaching the primary phase from 3 - 11. The successful candidate will be placed in an appropriate year group according to their experience.
- Committed to raising standards by being passionate about enabling every child to fulfil their potential.
- Committed to ensuring all our pupils are happy and safe in school by embracing and adopting our strong and robust safeguarding culture.
- Willing to be fully involved in the life of the school.
- Excellent at building good working relationships with children, parents, staff and governors.
- A strong sense of what brings success in a school with high levels of disadvantage and be able to demonstrate a clear track record of raising performance and of partnership working.
- A deep understanding of what works in teaching and how to improve teaching quality
- Ensure standards of student academic and personal achievement
- Outstanding communication in both speech and writing

At Woodlands Primary Academy we have some wonderful pupils, committed staff and a community that deserves the very best from their local primary Academy. Our pupils work hard, behave well and have great attitudes to learning. Parents have a very positive relationship with our school and are keen to support everything we do. Our staff are dedicated to what we are trying to achieve and are driving the Academy vision and values. There is a real team spirit at Woodlands, in a nutshell, this is a wonderful place to work and learn!

The Governors, and our Sponsor South Pennine Academies Trust will ensure that Woodlands Primary Academy provides the very best educational success for our children. We will create a dynamic relationship between Governors, Sponsor, CEO and Principal which will be both challenging and supportive as we work together to create an outstanding Academy.

If you think that you are still right for the job then we look forward to receiving your application. If you wish to discuss the job in more detail then please do not hesitate to contact the Principal, Catherine Sharpe.

Yours faithfully

Mrs C. Sharpe

Principal

Our Vision and Values at Woodlands

Enjoy, Thrive, Aspire

At Woodlands Primary Academy we aim to create a nurturing school community, where children excel in their achievements and are inspired to continue learning in the future

Woodlands Primary Academy nurtures its pupils by:

- Providing a safe, happy school in which pastoral care is given high priority by dedicated staff
- Expecting and promoting the highest standards of behaviour
- Giving children an excellent, secure start to their school experience in our Nursery and establishing positive relationships with parents
- Developing a strong sense of community and pride, with a “family feel” to the school

Woodlands Primary Academy encourages its pupils to excel by:

- Striving for the highest possible standards of achievement across a broad, well-planned curriculum
- Using the extensive school grounds to stimulate a love of learning in all children
- Being inclusive and committed to providing for individual children’s need

Woodlands Primary Academy inspires its pupils to become independent learners by:

- Fostering a willingness to take risks and to persevere in new learning situations
- Celebrating individual strengths, talents and progress
- Promoting respectful attitudes and encouraging them to have a voice in the running of the school



South Pennine Academies

Woodlands Primary Academy is a proud member of South Pennine Academies.

South Pennine Academies help us to reach our aims and objectives through tailored support. The vision, values and key priorities of the Trust are outlined below.

Vision

- To develop a group of closely partnered academies
- To ensure all academies are world class Centres of Excellence for Teaching and Learning
- To ensure the Trust plays a pivotal role in improving the life chances of students
- To develop local solutions and partnerships to meet local needs
- To promote school improvement with inclusion and diversity at its core

South Pennine Academies believes in school improvement through a partnership model.

This brings drive, expertise and capacity to the school improvement agenda. We recognise and encourage each academy's unique characteristics and ethos, reinforcing their individual identities within their respective communities.

Working within a multi academy trust allows school to school support to flourish. Becoming part of our partnership will allow you to become a leader not a follower and be involved in shaping the partnership rather than having it shaped for you.

- Strong and Effective Leadership
- High Performing Staff
- Successful Students
- Engaged Community

South Pennine Academies Partners



THE SELECTION PROCESS

How to Apply

Thank you for taking time to read and digest our information. If you wish to apply for the post of **Class Teacher at Woodlands Primary Academy**, then you should:

- Follow the link below to apply via the My New Term website only. Late applications will not be considered. If you have any questions please telephone the school office on 0161 3595698 to speak to a member of staff.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees with one being your current employer (with email addresses if possible). Do not enclose additional CVs.
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person / employee specification and the unique contribution that you could make to the future success of the Academy.
- Please ensure that your supporting statement section of your application is no more than 2 A4 sides of paper.

Time table for the selection process:

- Closing date for applications: 12.00pm Monday 20th November @ 9.00am
- Interview Notifications by: Monday 20th November
- Interview day: **Friday 24th November**

Successful applicants will be required to undertake a Criminal Record Check via the DBS. Woodlands Primary Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Job Description

APPLICABLE CONTRACT TERMS AND DUTIES

The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

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

A: 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 SEND or very able pupils;
- provide clear structures for lessons maintaining pace, motivation and challenge;
- make effective use of assessment and ensure coverage of programmes of study;
- ensure effective teaching and best use of available time;
- monitor and intervene to ensure sound learning and discipline
- use a variety of teaching methods to:
 1. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 2. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 3. select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluate their own teaching critically to improve effectiveness;

B: 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;

Prepare and present informative reports to parents.

C: 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;

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;

- 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 their own professional development and duties in relation to school policies and practices;

liaise effectively with parents and governors.

take on any additional responsibilities which might from time to time be determined.

D: SUBJECT LEADERSHIP:

- leading a subject/aspect throughout the school; liaising with relevant team leaders and other members of staff, ensuring good continuity, progression and opportunities for assessing the achievement of pupils throughout their development in the subject;

- creating and updating annually an action plan indicating key priorities for development in line with school improvement and evaluation activities;

- attending relevant courses and meetings and disseminating information to staff members; developing or modifying existing practice to improve the delivery of the subject;

- providing opportunities to promote the subject in a variety of different ways (e.g.: subject development in line with the key skills, publicly, organising displays etc.); liaising with and reporting to external experts (inspectors, advisors etc.) assisting in any way which will develop

the profile of the subject;

· keeping all relevant information for all internal / external monitoring purposes..

Person Specification—Class Teacher

	CRITERIA	HOW ASSESSED
Education and Qualification	<ul style="list-style-type: none">• Qualified Teacher Status• Degree• Evidence of recent professional development	<ul style="list-style-type: none">• Application form• Supporting letter• Interview
Teaching and Learning	<ul style="list-style-type: none">• Recent experience of teaching the primary age range and key stage 1 or 2 experience essential.• The ability to use and apply effective assessment techniques.• Knowledge of, and the ability to use, comparative data together with information about pupils' prior attainment to establish benchmarks and set targets for improvement.• Ability to deploy a range of strategies for raising pupils' achievement.• Ability to develop effective partnerships with parents.• Ability to deploy a range of strategies which impact on raising standards through effective learning and teaching.• Ability and willingness to assist in school improvement planning and self evaluation.• Ability and confidence to use ICT effectively for management and to positively impact on teaching and learning.	<ul style="list-style-type: none">• Application form• Supporting letter• Interview• Task

Skills and Abilities	<p>The ability to:</p> <ul style="list-style-type: none"> • set high expectations and standards as a role model for pupils. • develop productive working relationships at all levels. • inspire and motivate pupils and staff. • work as part of a team. • when appropriate, plan and deliver relevant training/share good practice. • seek advice and support where necessary. 	<ul style="list-style-type: none"> • Letter • Interview
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	CRITERIA	HOW ASSESSED
	<ul style="list-style-type: none"> • Communicate and work effectively with all stakeholders and the wider community. • Prioritise, plan and organise specific tasks. • Sustain their successful teaching. • Think creatively. • Anticipate and solve problems . • Listen to, and understand the views of others. • Communicate effectively, orally and in writing (including the ability to use ICT), to a range of audiences. • Consult and negotiate to achieve specific objectives. • Contribute to meetings where appropriate. • Maintain good communication systems with the Head, Senior Leadership Team, other staff, Governors and parents. 	<ul style="list-style-type: none"> • Letter • Interview • Task

Work Circumstances and Personal Qualities	<ul style="list-style-type: none"> • Ability to prioritise and manage own time effectively. • Ability to work consistently to deadlines, setting and achieving challenging but realistic goals. • Ability to accept guidance and support and take responsibility for own professional development. • Show a commitment to meet all the demands of the job, in line with current terms and conditions of employment • Show commitment to educational inclusion. • Show a commitment to and an understanding of the diverse and multi-cultural nature of the school and community. 	<ul style="list-style-type: none"> • Interview
DESIRABLE		
Leadership and Management	<ul style="list-style-type: none"> • Ability to construct an annual action plan which is effective in developing a subject/aspect and identifies strategies for raising the achievement of pupils. • Ability to undertake subject/aspect audit and review. 	<ul style="list-style-type: none"> • Supporting letter • Interview

Please make sure that you demonstrate your ability to meet the requirements of the job by giving clear, concise examples of how you meet each criteria on your application form. References must be from your current or last employer in a senior role and from different places of work. The letters A, B and C in the "Rank" column refer to the importance we will give your answers when we read your applications. You must have all the A's on day one to be able to do the job, you need to have all the B's to do the job, but they could be learnt during the induction, and if you have C criteria this would be an additional bonus. We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled people. We have tried to do this, but if you have a disability and identify any barriers in the job description or employee specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.

Where criteria are to be identified through the "Selection Process", this may involve written exercises, group discussions, presentations, interview etc.

Please note this role is subject to an Enhanced DBS Certificate