



HABERDASHERS'  
ASKE'S

**HATCHAM  
TEMPLE GROVE**

**2020-21**  
**Upper KS2 Class Teacher with Whole  
School Subject Leadership of Reading**  
**Candidate Briefing Pack**

**Haberdashers' Aske's Hatcham Temple Grove**



## Welcome from our Executive Headteacher

Dear Candidate,

Thank you for your interest in the post of Upper Key Stage 2 Class Teacher with Whole School Subject Leadership of Reading.

Our school is a vibrant and diverse situated in the heart of New Cross community. At Hatcham Temple Grove we celebrate and nurture all children as well as providing quality first teaching as a basic entitlement for all learners.

Our aim is to ensure each child reaches their maximum potential academically and socially by providing engaging lessons through the wide range of opportunities on offer within our curriculum. Pupils can gather an understanding of the world around us and develop their ability to ask questions and to think critically. Through our inclusive and rich curriculum.

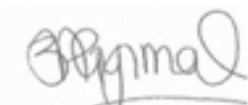
Hatcham Temple Grove is a two-form entry primary school, part of the Haberdashers' Aske's Federation Trust, which consists of five primary schools and four secondary schools.

As a school, we provide a safe, rigorous, warm, creative, nurturing and challenging learning environment for pupils of all abilities and backgrounds to develop as well-adjusted young adults. We are an inclusive school welcoming children of all religions, cultures and abilities. We believe at Hatcham Temple Grove all children can be: **Helpful** citizens. We believe all children can have a go and **Try** their very best in everything they do. We believe all the children can achieve **Greatness!**

We are seeking to appoint someone who is driven, a team builder, a team player, with high standards and passionate to enthuse our pupils and make a real difference. If you too share these values and feel you have these qualities, then this is the school for you to apply for. I look forward to working with you on this exciting journey. I would be delighted to show you our school in action. Please contact [hatchamhr@haaf.org.uk](mailto:hatchamhr@haaf.org.uk) to organise a visit. Click [here](#) to get an insight into Hatcham Temple Grove.

As an employer, we are committed to fairness, and we strive to ensure a culture which is genuinely diverse and inclusive.

I very much look forward to hearing from you.



Miss Emily Gyimah

Executive Headteacher  
Haberdashers' Aske's Hatcham Temple Grove



## Our Trust



### About Haberdashers' Aske's Federation

Haberdashers' Aske's Federation is a Multi-Academy Trust of nine schools, (four secondary and five primary), supported by a Teaching School. These are currently organised as four 'clusters', Hatcham Temple Grove is part of the Hatcham cluster.

A cluster leader oversees the central services provision of the cluster, to ensure that all schools within it are supported well.

Our Headteacher sponsor is the Worshipful Company of Haberdashers, who are very generous in their support. Put simply, our mission is to ensure that each of our schools offer a great education and are great places to work.

Each of our schools serve their local communities in Southwark, Lewisham and Bexley. As a Federation, we can offer more to all staff and pupils than any single school could offer alone. This 'Haberdasher's Advantage' ensures that the opportunities presented by working and learning at a Haberdasher's Aske's Federation school, are truly exceptional.

Whilst each of our schools maintains its individuality and serves its' unique context, we share a common vision as a group of schools: 'To support our staff and young people to be the best they can possibly be.' In this complex world, we need our young people to develop as compelling individuals – ready and able to take their place in the world with confidence. We know that education matters to the life chances of all young people, particularly those from disadvantaged backgrounds. We believe that each and every child and young person can and will succeed.

To find out more about Haberdashers' Aske's Federation, please go to: [www.habsfed.org.uk](http://www.habsfed.org.uk)



## Our Vision



### Federation wide vision

Our vision is built from our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect. We are forward-looking and value innovation, but always within the context of our long tradition of providing excellent education.

**Based upon these values we aim to ensure all the children and young people who come to our schools:**

- Are happy and safe at school and are able to learn successfully within a supportive environment.
- Are able to achieve their full potential personally, academically and socially.
- Develop and grow as independent, resourceful and resilient individuals.
- Are equipped with the skills, qualifications and love of learning they will need to be successful in the world they will join as adults.

**We will achieve these aims by providing a safe environment where all children and young people can succeed and through:**

- Provision of a curriculum that is stretching, relevant and provides each student with the opportunity to excel.
- Excellent teaching, leading to the highest standards of academic excellence.
- The best standards of behaviour based upon our values of mutual respect, self-discipline and self-confidence.
- A respect for tradition that embraces innovation and challenge. High expectations of every member of our community

## Our Sponsors



**The Worshipful Company  
of Haberdashers**

### **The Worshipful Company of Haberdashers**

Our main sponsor is the Worshipful Company of Haberdashers. Our heritage dates as far back as the 1680s. A substantial sum was donated to the Haberdashers' Company to build schools, giving pupils' improved educational and life experiences. There is more to a Haberdashers' education than what happens inside the classroom. Together with the Company, our schools go the extra mile to ensure that each of our pupils is prepared and equipped for life beyond the school gates.

The Haberdashers' Company is one of the Great Twelve Livery Companies of the City of London. Education is of prime importance to the Haberdashers' Company and today there are more than 12,000 children and young people in the Haberdashers' family of schools that benefit from the relationship.

The Haberdashers' Company supports pupils, past and present, as they progress through their educational and professional journey, which offers pupils in the Haberdashers' schools something truly unique.



**Temple Grove  
Schools Trust**

### **Temple Grove Schools Trust**

Temple Grove Schools Trust is a charitable trust dedicated to raising standards for primary education. The Trust was founded some 50 years ago and springs from one of the country's oldest prep schools, Temple Grove founded in 1810. The Trust seeks to provide all children with a breadth and depth of learning opportunities in order to realise individual aspirations and potential.

Our primary schools are extremely fortunate to have a partnership with the Temple Grove Schools Trust. Schools benefit from bursaries that allow us the opportunity to give our children learning experiences they may not get at other schools; including music lessons, professional coaches and multiple trips.

“ I applied to Haberdashers’ because it’s always been one of those prestigious schools and I just wanted to be a part of the Federation.

There is always somebody here to support you, to push you, to drive you and we all share the same goal – to provide a good education for all the children that come to our schools”

Emily Gyimah, Headteacher  
Haberdashers’ Aske’s Hatcham Temple Grove



# Job Role

Job Title:	Upper KS2 Class Teacher with Whole School Subject Leadership of Reading
Contract Length:	Permanent
Contract Type:	Full time, term-time only
Salary:	<b>MPs + TLR</b>
School/ Service:	Haberdashers' Aske's Hatcham Temple Grove
Location:	New Cross, South East London
Accountable to:	Headteacher

## About the role

It is expected that the successful candidate will be able to raise the standards of attainment of the pupils in their class and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs, as well maintaining the positive ethos and core values of the school, both inside and outside the classroom.

The core purpose of this role is to be an outstanding and confident classroom practitioner who is able to demonstrate the very highest standards of teaching. The post holder will also lead in whole school Reading.

## Professional Development

Our staff are important to us. We know that without great staff, our children will not be as successful. Therefore, professional development is key to our success. We are fortunate to have our own teaching school (Atlas), where a number of professional development programmes are co-ordinated.

# Key responsibilities of the role

## Teaching & Learning (Quality of Education implementation)

- To promote the progress and attainment of all pupils
- To assist in tracking student progress and to identify positive intervention methods to increase attainment.
- To actively contribute to the teaching of all pupils
- To remain informed of current developments in the subject area, to participate in INSET and to initiate change where appropriate
- To demonstrate good knowledge of a wide range of teaching methods and to implement these in the classroom

## Curriculum & Assessment

- To consistently plan and deliver good and outstanding lessons, ensuring that a variety of teaching resources are utilised .
- To work within and contribute to established school and department frameworks for lesson planning, delivery and evaluation
- Analysing half termly assessment data to track attainment and progress but to also highlight any gaps which need to be addressed
- Monitor weekly planning
- Moderating and standardising

## As an subject leadership in reading you will lead on the following areas:

- To maintain the school library, ensuring library timetable is followed, books are well maintained and Librarians are aware of their role.
- To ensure books reflect our pupils through both the curriculum and reading for pleasure resources.
- To monitor reading intervention ensuring they are impactful and relevant.
- Demonstrating well-developed and up-to-date subject knowledge.
- Positively promote reading across the school
- Oversee whole school displays that promote the subject
- Attending relevant training sessions and network meetings to keep up to-date-with any curriculum or assessment changes and to disseminate new information to colleagues accordingly.
- Using the classroom as a place to innovate and try new ideas which can then be later shared with colleagues.
- Organising guest speakers, activities to promote the subject
- Developing a curriculum skills map across EY, KS1 & KS2 for reading.
- Running workshops to inform parents of the schools' practice and development to enable them to support their child at home
- Reporting each half term to the Headteacher on data, progress, attainment and staff development.
- Teaching demonstration lessons for colleagues to share best classroom practice

## Leadership & Management

- Pupil behaviour and care
- Pupil assessment
- Evaluating the impact of your work through data analysis, questionnaires, monitoring visits, etc.
- To possess excellent ICT skills and use these as a tool in the classroom
- To provide accurate information for parents as directed by the school and to attend parents' evenings and other presentation meetings as directed



# Key responsibilities of the role

- To maintain an organised and effective learning environment in the classroom and shared areas
- To take responsibility for own professional development in discussion with the Headteacher
- To undertake any duties as may reasonably be required by the Headteacher

## Federation Culture

- To help create a strong Federation community, characterised by consistent, orderly behaviour and caring, respectful relationships by maintaining a presence around the school.
- To help develop a Federation culture and ethos that is utterly committed to achievement.
- To demonstrate a commitment to equality of opportunity for all members of the Federation's community
- To actively promote the Federation at all times
- To contribute to discussions at meetings
- To contribute to the writing and implementation of the Federation Improvement Plan
- To support and work in collaboration with colleagues and other professionals in and beyond the Federation covering lessons and providing other support as required

## Pastoral and Behaviour Management

- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of pupils and to report any concerns in accordance with the school's safeguarding policies
- To be active in issues of pupil welfare and support
- To challenge and correct any behaviours that are not in accordance with school policy
- To provide accurate information for parents as directed by the school and department policy and to attend parents' evenings and other presentation meetings as directed

## General Responsibilities

- To undertake other various responsibilities as directed by the Headteacher or Deputy Headteacher .
- To work within the school and Federation framework with regard to health and safety
- To promote equal opportunities in the school
- To actively promote the aims and ethos of the Federation/school
- To uphold all Federation policies with consistency and diligence
- To support the school's commitment to the continued professional learning of all staff
- To contribute to the ethos of the school as a caring, supportive institution where Quality First Teaching is one of our key priorities
- To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development.
- To undertake any additional duties as may reasonably be required by the Headteacher

# Key responsibilities of the role

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED AP Application AS Assessment I Interview P Presentation R References
Education/qualification and training			
A good Honours graduate degree with QTS	✓		AP,I, R
Experience			
A strong classroom practitioner with excellent classroom management skills	✓		AP,I, R, AS
An excellent understanding of the National Curriculum at Primary Level	✓		AP,I, R, AS
Will be able to demonstrate a passion and enthusiasm for learning	✓		AP,I, R, AS
Excellent grasp of pupil data and its use in raising achievement	✓		AP,I, R, AS
Knowledge and Skills			
Ability to speak and teach German at Primary level		✓	AP,I, R, AS
Can motivate pupils at all levels of ability, thus ensuring that all pupils fully access the subject/curriculum	✓		AP,I, R, AS
Experience of coaching or mentoring other teachers to develop their knowledge of the subject	✓		AP, AS, I
Is committed to personalised learning	✓		AP,I, R, AS
Ability to monitor, review and evaluate the work of the school against current OFSTED criteria	✓		AP,I, R, AS
Strong ICT skills	✓		AP,I, R, AS
Personal characteristics/other requirements			
Excellent team working skills	✓		AP,I, R, AS
The ability to motivate and inspire others: both colleagues and pupils	✓		AP,I, R, AS
Excellent interpersonal and communication skills	✓		AP,I, R, AS
Ability to work under pressure, meet deadlines, and establish positive relationships with pupils, parents, staff and outside agencies	✓		AP,I, R, AS
Commitment to the promotion of equal opportunity	✓		AP,I, R, AS
Sense of humour	✓		AP,I, R, AS
Willingness to support and promote the Haberdashers' Aske's advantage	✓		AP,I, R, AS

# Why Haberdashers?

We're proud of our people. Bound by the Haberdashers name, our inclusive community in the heart of South East London is alive with diverse backgrounds, personalities and passions. We are building a culture where pupils, parents, teachers and staff selflessly serve each other, centred on traditional values and behaviours. When you become a part of Haberdashers', you find a place where you belong.

Working in education is not always an easy task. We see the effort, the creativity, the hours our staff put in. We show our appreciation by:

## **Providing talent development opportunities**

We want the best people to join the Haberdashers' community because they are ambitious, talented and want to make a difference to children and young people. The Haberdashers' Trust is committed to the continuing professional development of all staff.

## **Providing a good pension**

When you join the Haberdashers' community, you can join an excellent Pension scheme, either the Teachers' Pension scheme or the Local Government Pension Scheme depending on your role.

## **Offering flexible working**

We are able to consider flexible and family friendly working opportunities to include part-time, term-time working and job-sharing arrangements.. We are able to consider all requests for flexible working after 26 weeks of continuous service

## **Supporting your health and wellbeing**

Balancing everyday life with the requirements of work and home can create pressures for all of us. Work is a large part of people's lives. We support a, healthy work environment that is conducive to a healthy lifestyle. All employees have free access to a 24-hour confidential counselling service, designed to help staff deal with a range of personal and general problems.

## **Actively promoting equality and diversity**

We are committed to promoting an equal, diverse and inclusive community. We want the best people in our schools regardless of age, disability, gender, gender identity, race, religion or belief, sexual orientation, pregnancy and family or marriage and civil partnership. We are particularly keen to receive applications from candidates from historically under-represented and minority groups

“Hatcham Temple Grove is a great place to work. There is a wonderful, friendly atmosphere as soon as you walk in the door. It is an atmosphere that promotes the well-being and holistic development of children throughout the school. We have a hard-working, creative, and diverse team in our school. As a team we promote and celebrate each other's strengths as well as supporting each other to achieve great things.”

Kate Curran, Class Teacher  
Haberdashers' Aske's Hatcham Temple Grove





## Recruitment process and additional recruitment information

**Closing date:** Friday 14<sup>th</sup> May 2021

**Interview date:** Interviews will be held as and when applications are received.

### Recruitment Process:

Once you have submitted your application, it will be assessed against the criteria in the person specification. If you score well against this criteria, you will then be invited to attend an interview. Details will be made available when selected, but the interview is likely to include:

- Written tasks
- Classroom visits
- Panel Interviews on a variety of topics

### Special Requirements:

If you require reasonable adjustments prior to your interview, these can be arranged by emailing [hatchamhr@haaf.org.uk](mailto:hatchamhr@haaf.org.uk)

### Equality and Diversity:

We recognise the benefits of a diverse workforce. We are committed to eradicating discrimination in the workplace, becoming an employer of choice, for all staff to believe that they have a voice and be empowered to make a difference

**References:** Before you are invited to interview, we will obtain references from your referees. In order to prevent any delays, please ensure that the reference section of the application form is accurate and completed in full.

**Right to work in the UK:** Section 8 of the Asylum and Immigration Act 2006 makes it a criminal offence for an employer to take on a new employee whose immigration status prevents him/her from taking up employment. If you are invited to attend an interview, you will be asked to produce original and up to date documentary evidence of your right to work in the UK.

**Data Protection:** Any data about you will be held securely with access restricted to those involved in dealing with your application in the selection process. By signing and submitting your application form, you are giving consent to the processing of your data.

**Criminal Convictions:** All education establishments in the UK are exempt from the Rehabilitation of Offenders Act 1974. In practice, this means that all applicants must inform on all spent and unspent convictions on their application form and when completing a Disclosure and Barring form. Failure to provide this information may result in dismissal. List 99 is also obtained on anyone who will be working or coming into contact with children; and must be received by the School before employment can commence.



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For an informal discussion about this post,  
more information or to arrange a visit,  
please contact: [hatchamhr@haaf.org.uk](mailto:hatchamhr@haaf.org.uk)

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Thank you for your interest in the  
Haberdashers' Aske's Hatcham Temple  
Grove. We look forward to receiving your  
application.