



NORTHWOOD PRIMARY SCHOOL



Class Teacher Recruitment Pack

Trinitas
Academy Trust

Faith + Family + Flourish

“PUPILS’ BEHAVIOUR AND ATTITUDES TOWARDS SCHOOL,
EACH OTHER AND LEARNING ARE OUTSTANDING.”

OFSTED



WELCOME FROM THE CEO

It gives me great pleasure to welcome you to Trinitas!

I am both proud and privileged to be serving as CEO of Trinitas Academy Trust, a family of schools with an unrelenting desire to achieve our vision:

“We believe that all children deserve the best education, and all staff deserve to be valued and developed. Our Trinitas family, Christian faith, and unrelenting desire to improve society, underpin everything we do. Creativity, compassion and high expectations drive the Trust to ensure that every person within its community flourishes.”

When any of us choose to work in education, we do so because we want to improve the lives of the next generation, and to inspire and encourage children to be the best they can be. At Trinitas this is exactly what we aim to do, whilst enabling each school to thrive within its own distinctive ethos and character. Central to this is our strapline of ‘Faith, Family, and Flourish’:

Faith – in ourselves, in each other, and for those who believe, in God

Family – working as a connected unit, sharing challenges and successes

Flourish – keeping people at the centre of what we do so that all, children and adults alike, can flourish

Trinitas has a mix of faith and non-faith schools, across all sectors of education (Primary, Secondary & Special Schools), and this blend enables us to share a wealth of expertise across the trust as we continue to support one another to achieve our vision.

Whilst we celebrate individual school distinctiveness, we are a single organisation working collaboratively to achieve the very best outcomes for every member of our Trust family.

Leaders, teachers and support staff, both in the classroom and out, work as one team to provide the best experience for our children. They are talented, skilled, dedicated professionals working closely with the wider school community, making sure that we meet the needs of children and their families. We are there to support and encourage every Trinitas child and their family as they take their first steps into school, and as they take their last steps from the Sixth Form and into their future.

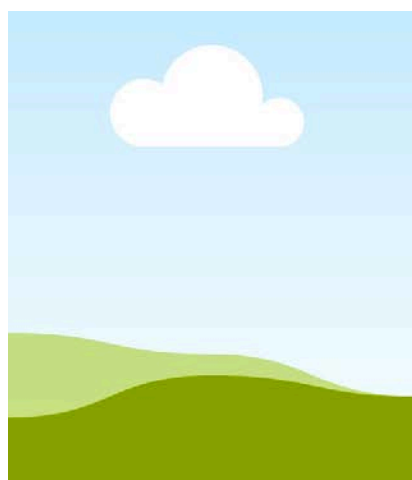
Having worked in education my whole career I absolutely believe it changes lives - education can equip learners with agency and a sense of purpose, and the competencies they need, to shape their own lives and contribute to the lives of others. I'd welcome the opportunity to work with you to change lives.



Simon Godden
CEO

“LEADERS HAVE HIGH EXPECTATIONS FOR ALL PUPILS. PUPILS ARE PROUD OF THEIR ACHIEVEMENTS AND ARE DETERMINED TO IMPROVE.”

OFSTED



WELCOME FROM THE PRINCIPAL

It is my pleasure to welcome you to Northwood School. I am very proud to be Northwood's Principal and in turn we are proud to be part of the family of schools that makes up the Trinitas Academy Trust. We are a UNICEF Rights Respecting Gold level school and our values form the Northwood Respect Tree. This underpins everything we do.

Northwood is a small one form entry school and it really is like a close-knit family. We all work together and support one another to get the very best outcomes for all. We put respect and relationships at the heart of everything we do, and everyone's wellbeing is of paramount importance.

We have the highest expectations of everyone and in return we offer a unique, supportive environment. As a result, we are a very stable staff who work together as a strong team. Systems and procedures are well embedded; staff work collaboratively to make decisions and information is well communicated to all.

We pride ourselves on outstanding relationships, behaviour and attitudes, and these are tangible as you walk around the school. All visitors comment on the wonderful atmosphere in the school and frequent feedback is "I don't know what it is about Northwood, but if only you could bottle it ..."

Behaviour for learning is extremely strong, and both staff and children alike are enthused by the broad and rich curriculum that we offer. Children take great pride in being offered roles of responsibility to lead certain areas of school life, for example, Lunchtime Leaders, House Captains and Rights Respecting Ambassadors.

These are only a few of the positive comments left in a recent staff survey:

- "I feel very valued as a member of staff."
- "I feel seen and valued".
- "Seeing the children progress, no matter how big or small, is very rewarding."
- "I feel my views and ideas are valuable and are always taken into consideration."
- "Our children are all very involved with the running of our school."
- "We are all here for the same reason-the children!"
- "Northwood is like one big family with wellbeing at its heart - I am very proud to work here."

We look forward to welcoming your application.

Tracy Drohan
Associate Principal

Trinitas Academy Trust

Faith ✚ Family ✚ Flourish

Trinitas is a Multi-Academy Trust in South East London. We are a family of seven schools working together towards outstanding outcomes for all pupils. We want to give our children the best education, develop and value our staff, and do all within our capabilities to improve society.

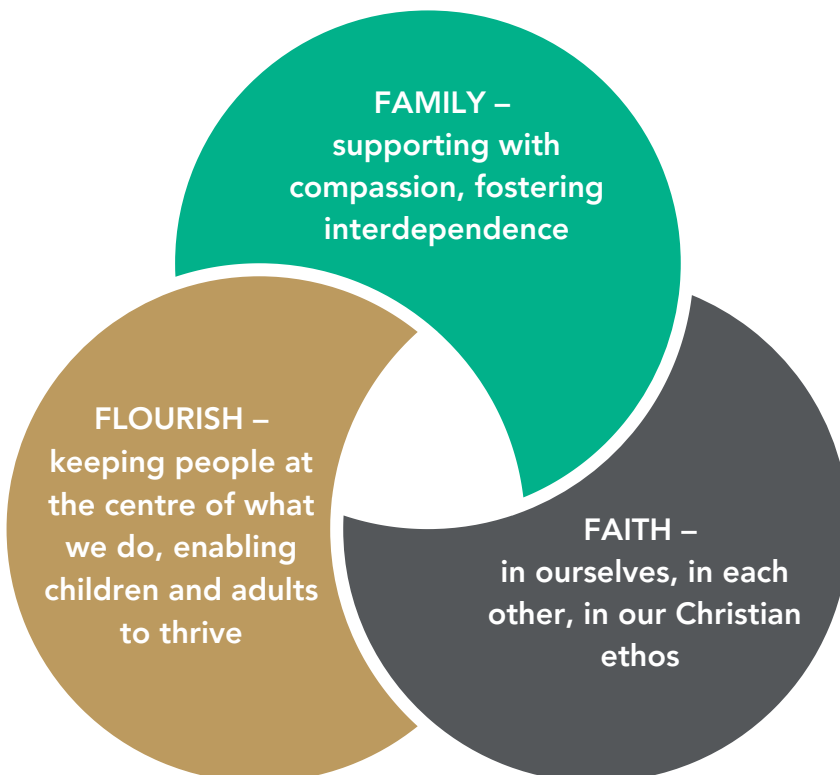
Our vision is central to the work we do, in all aspects, from the development of our curriculum, our approach to school improvement, how we conduct staff appraisal, to the way we prioritise the wellbeing of staff and pupils alike:

We believe that all children deserve the best education and all staff deserve to be valued and developed.

Our Trinitas family, Christian Faith, and an unrelenting desire to improve society underpin everything that we do.

Creativity, compassion and high expectations drive the Trust to ensure that every person within its community flourishes.

Central to achieving our vision are our three Trinitas pillars: Faith, Family & Flourish.



BEING A PART OF TRINITAS



TRINITAS PEOPLE STRATEGY

Our staff are our most important asset, and therefore it is vital that we do everything we can to attract, retain, engage and develop the very best people throughout Trinitas Academy Trust. Only then will we be able to deliver our Trust vision.

Our Trinitas People Strategy has three key strands:

- Attract & Recruit
- Engage & Retain
- Develop Talent

Our Trust people strategy is grounded in the unwavering commitment to foster a culture where equality, diversity and inclusion serve as the foundation, ensuring that every individual is valued, respected and empowered to contribute their unique strength to our collective success.

As part of our ongoing commitment to staff wellbeing, all Trinitas employees are entitled to one day leave each year for personal use - we call this 'Trinitas Time'!

Staff appreciate being able to use this day to support their family, or perhaps attend an important event during term time - it's for employees to use however they see fit.



PROFESSIONAL DEVELOPMENT

There are many reasons to work at Trinitas, not least our relentless focus on looking after and developing our staff - it's even in our Trust vision! We believe that every member of our community has immense potential, and deserves the opportunity to grow both personally and professionally, in a supportive and nurturing environment.

Our Trinitas CPD Programme ensures that all staff have this opportunity, both in terms of supporting wider school improvement and their own personal areas of interest. This approach also feeds into our appraisal system, which has a strong focus on staff aspirations and career progression. This ensures that colleagues have a strong sense of ownership and agency, and each and every member of our Trinitas family is valued.

PLEASE SEE THE TRINITAS PEOPLE STRATEGY AND CPD PROGRAMME THAT HAS BEEN SHARED WITH THIS APPLICATION PACK FOR FURTHER INFORMATION



“PUPILS TAKE RESPONSIBILITY IN ORDER TO SUPPORT THE WELL-BEING OF OTHERS. ‘AMBASSADORS’ AND ‘WELL-BEING CHAMPIONS’ ENSURE THAT EVERYONE FEELS WELL CARED FOR, RESPECTED AND VALUED.”

OFSTED



FROM THE PUPILS

‘I LOVE NORTHWOOD BECAUSE...’



“The best thing about Northwood School is that everyone is kind and sporting. I like what we learn, they always make you feel welcome, make you feel like your part. Northwood is like a second home to me.”

“The best thing about Northwood is the jobs you can get if you’re lucky – like Reading Ambassador, Lunchtime Leader and much more.”

“It’s great to be at Northwood because the school keeps me safe and it is a Rights Respecting School.”

“The best thing about Northwood is that you learn lots of things, but by little bits, which makes it much easier to remember. I also like Northwood for its jobs, children in KS2 can get a job like House Captain and Lunchtime Leader which is really nice because in the future it will be easier for us to do a job. I also really like all the teachers, they are really trustful and funny.”

“The best thing about being at Northwood is the relationships we make and the teachers we have that educate us.”

“I like Northwood because it is different to any other school – we’ve got children leading lunchtime and I’m one of them. It is fun in Northwood Primary School.”

“The best thing about Northwood School is how friendly everyone is, because of how dependant the school is on children which is a lot more than other schools. I got a job, it is extremely fun and because of this job I became friends with nearly the entire student body. It is fantastic, I never want to leave this place”

“The best thing about Northwood School is that they accept everyone from any country and they respect everyone for who they are.”

“The best thing about Northwood school is the teachers. It’s because all of the teachers and Tas work very hard to teach us important things, and they’re also very kind to us!”

“The best thing about Northwood School is that this school has children from all around the world with friends and staff that support me whenever I need it. I have met really amazing people here.”

“The best thing about Northwood School is the teachers because they encourage you with your learning.”

“I like to come to school because we read lots of beautiful books. I like them all.”

“I love to come to school to play with lots of toys and learn the phonics.”





“LEADERS ARE VERY SUPPORTIVE OF ALL STAFF. THEY ARE COMMITTED TO STAFF WELL-BEING AND CONSIDERATE OF TEACHER WORKLOAD. TEACHERS TOLD ME THEY ARE HAPPY IN THEIR WORK AND MANY HAVE TAUGHT IN THE SCHOOL OVER A LONG PERIOD OF TIME.”

OFSTED

ABOUT THE SCHOOL



Northwood is a Gold level Rights Respecting School (RRS). The Rights Respecting School Award is based on UNICEF's United Nations Convention on the Rights of the Child (UNCRC). We have put this convention at the heart of our school's culture and ethos. This helps us to improve well-being and to develop every child's talents and abilities to their fullest potential, equipping pupils to become Rights Respecting global citizens.

Everyone at Northwood actively promotes the rights of the children and we expect all pupils to take their responsibilities very seriously. We have child RRS Ambassadors who champion pupil voice and monitor Rights Respecting lessons each week across the school.

The school has a set of values embodied by The Northwood Way Respect Tree, devised by the whole community of adults and children. Support from Northwood parents is a vital part of maintaining high standards of behaviour as well as the best possible outcomes in pupils' work.

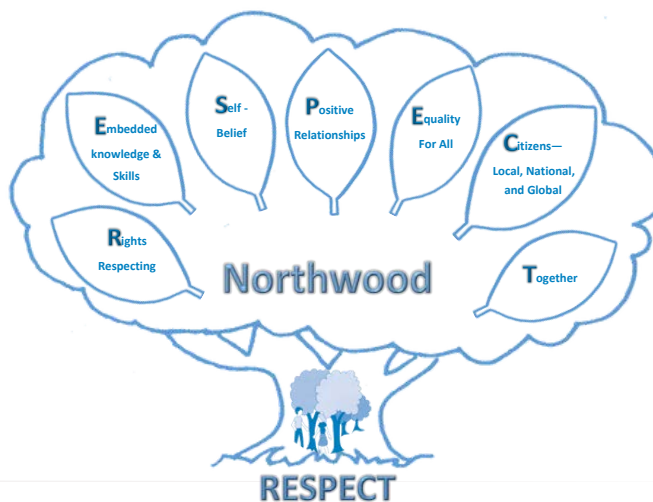


All staff work as part of a team to ensure that standards of behaviour are maintained. This is reflected in the value given to the Northwood Achievement Book and to our Golden Tokens which are given to children who display the correct attitude and behaviour for learning. Very careful attention is paid to creating a positive ethos in the school, involving everyone together.

At Northwood we believe that school does make a real difference to children's lives. We provide a caring, family atmosphere and welcoming environment in which children are given every encouragement to become confident learners.

We aim to maximise the skills and commitment of staff, parents and governors to work as a team, sharing values, aims and strategies. We maintain a reflective approach to school development.

We offer a broad and rich curriculum aligned to the National Curriculum. Children are encouraged to be self-motivated, to persevere, and to build on success as well as to learn from mistakes. We also help them to develop social skills which will enable them to work co-operatively, with discipline and respect for others, and to value the community of the school (The Northwood Way).



JOB DESCRIPTION



Job title: Teacher
Scale: MPS/UPS
Responsible to: SLT

MAJOR DUTIES & RESPONSIBILITIES

The teachers' job description applies to all teachers regardless of the stage of their career. As a teacher's career progresses, they are expected to extend the depth and breadth of knowledge, skill and understanding as is judged to be appropriate to the role they are fulfilling and in accordance with the teachers' standards.

Trinitas Advanced Teachers (upper pay scales) will be expected to show that they are highly competent in all elements of the Teachers' standards and that their achievements and contribution to the school and Trust are substantial and sustained.

<https://www.gov.uk/government/publications/teachers-standards>

Strategic direction and development of National Curriculum provision in the school – with the support of, and under the direction of the Principal and Vice Principal or line manager – to:

- Contribute to a positive ethos in which all pupils have access to a broad, balanced and relevant curriculum
- Analyse and interpret relevant school, local and national data relating to their own class and advise the SLT on the level of resources required to maximise achievement
- Liaise with staff, parents/carers, external agencies and other schools to co-ordinate their contribution, provide maximum support and ensure continuity of provision within their class
- Consider the views of both pupils and parents/carers and to respond appropriately

Teaching and learning – to:

- Develop a classroom environment and teaching practice which secures effective learning across the breadth of the National Curriculum and/or EYFS, providing a professional model, clearly demonstrating effective teaching, classroom organisation and display, and high standards of achievement, behaviour and discipline
- Support the identification of, and provision for pupils with additional educational needs
- Regularly monitor progress of pupils within their class which is then reflected in teaching plans
- Evaluate the effectiveness of their teaching and learning by work analysis and use these analyses to guide future improvements.

MAJOR DUTIES & RESPONSIBILITIES CONT.

Teaching and learning cont...

- Ensure setting of realistic and challenging expectations for pupils in their class
- Liaise effectively with staff to ensure the successful transition of pupils through the school
- Contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole

Relationships with staff – to:

- Achieve constructive working relationships with all staff
- Direct, organise and manage the work of support staff within the classroom
- Provide regular information to senior staff on class progress

Effective deployment of staff and resources – to:

- Maintain and develop class resources, co-ordinate their deployment and monitor their effectiveness in meeting the class objectives

General – to:

- Promote equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy.
- Take on any additional responsibilities which might, from time to time, be determined by the Principal or your line manager.



PERSON SPECIFICATION



	Essential / Desirable
Qualifications	
Teaching Qualification- i.e. PGCE, Diploma in Education and Training, or Equivalent	E
Qualified Teacher Status	E
Experience	
Proven ability as an excellent classroom teacher	E
Experience of raising and/or maintaining good standards of student attainment and Progress	E
Experience of assessing student progress and providing effective feedback	E
Experience in tracking pupil progress, analysing performance data, and setting measurable targets	E
Skills & Abilities	
Ability to use a range of teaching strategies to engage students and support learning	E
Ability to foster and promote good working relationships within the school and across the trust	E
Ability to foster and promote positive relationships with parents and carers	E
A commitment to raising achievement	E
Have proficient ability in speaking, writing, and reading English with confidence and accuracy, using vocabulary appropriate to the situation, and without a great deal of hesitation	E
Good ICT skills and the ability to use modern technology effectively within the classroom	E

PERSON SPECIFICATION CONT..



	Essential / Desirable
Knowledge & Understanding	
An understanding of the needs and motivations of children and young people	E
Professional understanding of safeguarding within a school setting	E
A commitment to safeguarding and promoting the welfare of children and young people	E
Personal Attributes	
Commitment to professional development and learning	E
Emotionally intelligent and able to build trust with others	E
Experience of assessing student progress and providing effective feedback	E
Resilience, the ability to work under pressure and be able to meet deadlines	E
A commitment to further your own professional development and to the principle of continuous improvement	E
Passion and enthusiasm for learning and the ability to convey this to students	E

HOW TO APPLY

Visits to the school and informal conversations with the Principal are encouraged. If you would like to arrange a visit or a conversation, please contact the school office on 020 8310 2722 or at NORHR@northwood.bexley.sch.uk.

To apply, please click here: <https://mynewterm.com/jobs/144540/EDV-2025-NPS-80621>

Please ensure you provide:

- details of your present (or last) employment and reason for leaving
- a full employment history (since leaving school, including education, employment and voluntary work) on your application, and include reasons for any gaps in employment.
- qualifications, the awarding body and date of award
- a statement of the personal qualities and experience that you believe are relevant to your suitability for the position, and how you meet the person specification
- details of two referees, one of whom should be your current (or most recent) employer, and should be an appropriate person of authority i.e. the Principal of a School. If you are not currently working with children, but you have in the past, you will need to provide an additional referee for the organisation by whom you most recently worked with children.

The Closing Date for Applications is: Sunday, 29th June 2025

All applicants shortlisted will have references taken up before interview. They will also be required to declare their criminal record and provide any information that may make them unsuitable to work with children. As part of this process, applicants will be asked to sign a declaration confirming the information they have provided is true.

In accordance with the KCSiE guidance, shortlisted candidates should be aware that the Trust are required to conduct online searches as part of their shortlisting process in order to identify any incidents or concerns which are publicly available online. During the interview, any discrepancies noted from the shortlisting, including any gaps in employment and findings from online searches, will be explored.

All applicants who are invited to an interview will be required to bring evidence of identity, address, qualifications and their right to work in the UK.

A successful candidate will be offered a conditional offer of employment subject to a series of checks, including an enhanced DBS check, including a check of the Children's Barred List.

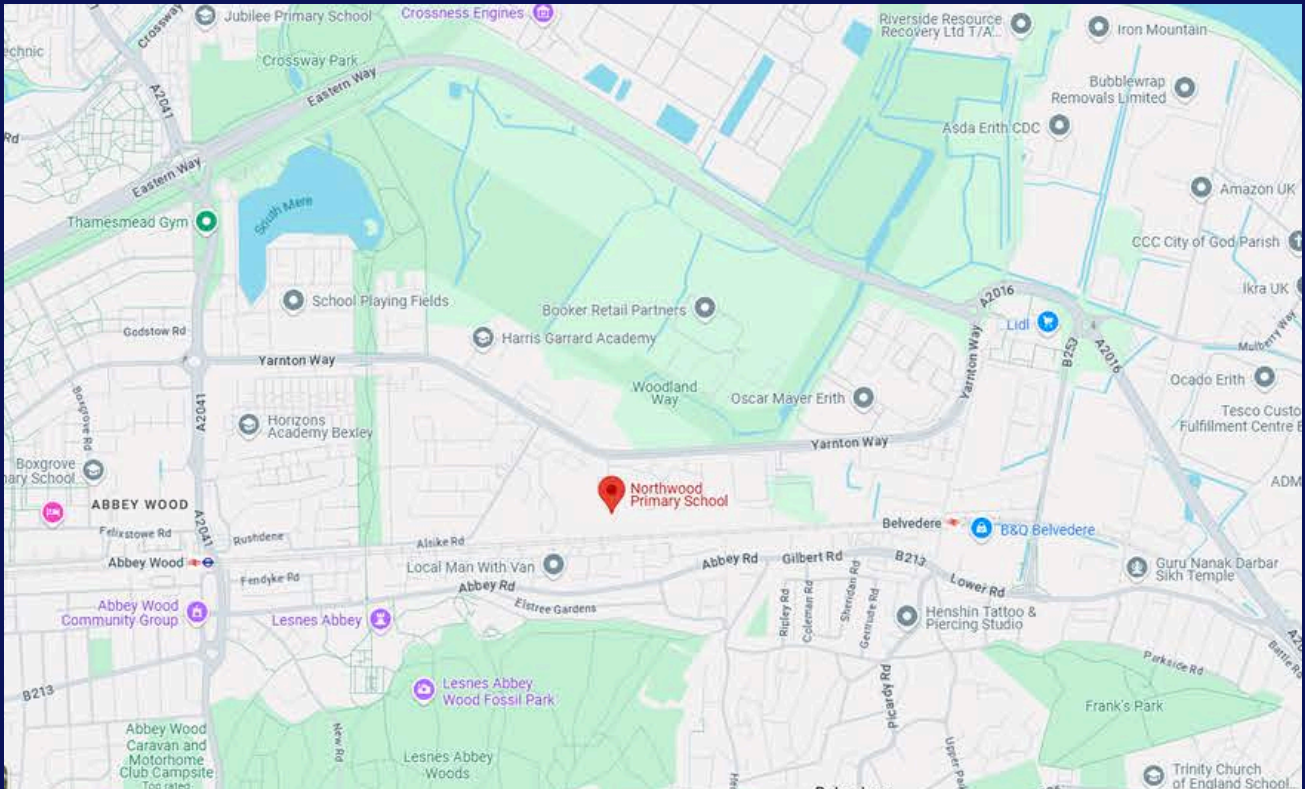
Trinitas Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We have robust systems in place to ensure that our practices reflect statutory responsibilities, government guidance, and best practice in safeguarding.

Trinitas Academy Trust is committed to equality and diversity in employment practice and service delivery. We value the unique contributions of every individual and strive to create a working and learning environment where all members of our community feel respected, supported, and able to achieve their full potential. We actively promote inclusive practices and ensure that our policies and procedures reflect our commitment to fairness and equal opportunity, regardless of age, disability, gender, race, religion or belief, sexual orientation, or any other protected characteristic.

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