



Job Application Pack

**Class Teacher, initially in F2**

Main Pay Scale/Upper Pay Scale

Permanent, Full Time

Closing Date: 12pm, 27 March 2020

## Letter from Head of School

Dear Applicant,

Thank you for your interest in joining Birklands Primary Schools dedicated and supportive staff team. The successful candidate will be a valued member of the teaching team, initially working in F2, having the responsibility for a Reception class. We are looking for a forward thinking, dynamic, innovator who is excited by the challenge ahead and committed to improving the life chances of the young people we serve.

Birklands Primary School is part of Nova Education Trust. We are incredibly proud to be part of the Trust and are committed to providing high quality education for all our children and their families.

Birklands Primary School is situated between Nottingham and Sheffield in the market town of Warsop. It is easily accessed from Mansfield, via the M1, A60 and A614.

The ethos of the school is centred upon the mantra "Work Hard – Be Kind". This mantra epitomises the entire staffs' genuine commitment to coupling high academic expectation and achievement with a whole-team dedication to pupils' spiritual, moral, social and cultural development. We have a set of "Work Hard" values that we teach directly to ensure our pupils consciously become the best learners they can be, alongside our pupil generate Outstanding Attitude to Learning charter. Our "Be Kind" values – give pupils 'ways of being' rather than 'rules to follow' when interacting with others. Our pupils have high potential and respond well to the wide variety of learning opportunities presented to them. The role of each class teacher is vital in order to successfully achieve the shared aims of the school community.

The staff team is made up of a dedicated and highly skilled group of school leaders, teachers, teaching assistants, carers, business manager, administrative officer, MDSA and site staff.

The successful candidate will be offered appropriate levels of support through our highly regarded Multi Academy Trust and mentoring from a range of experienced school leaders. Applicants should provide a letter of application outlining:

- What you can bring to our dedicated and enthusiastic Early Years team
- What makes you unique in the teaching profession
- Relevant experience
- What you see are the key issues facing Early Years education at the moment
- How your teaching will support all of our learners in attaining their potential

A completed application form should also be submitted with the letter. Applications for this post must be submitted by 12.00pm on Friday 27<sup>th</sup> March 2020. It is anticipated that interviews will be during the week commencing 30<sup>th</sup> March 2020.

Kind regards,

Celia Smith  
Head of School

## **Vacancy Details**

We would love to hear from you if you see yourself as a practitioner who is:

- a passionate teacher who motivates and excites the children to learn
- able to deliver a creative, broad and balanced curriculum
- can track progress and success
- a confident communicator with colleagues and parent/carers
- can create the best possible learning environment and deliver stimulating, engaging lessons where their pupils can thrive and learn
- experienced at helping children reach high standards by providing challenge and consistent expectations
- able to work effectively and contribute to a team
- able to embed our 'Work Hard. Be Kind' mantra into their everyday practice.

Birklands will offer:

- An energetic and imaginative place where children are well behaved and share a love for learning
- Support from a forward thinking and innovative leadership team
- An opportunity to work with talented and committed and supportive staff, who work together for success
- Children who are happy, enjoy school life, are motivated, well behaved and enthusiastic to learn
- A truly inclusive ethos and shared moral commitment to secure the best outcomes for every learner
- Excellent support for your personal and professional development.

The vacancy is from 1 September 2020.

## **How to Apply**

Should you wish to apply for the post, please complete an online application form and include a covering letter addressed to Mrs. Celia Smith, which clearly demonstrates your suitability for this role.

The online application form for this role is located on the current vacancies page of the school website [www.birklandsprimaryschool.co.uk](http://www.birklandsprimaryschool.co.uk) or via [www.novaeducationtrust.net](http://www.novaeducationtrust.net). Wherever possible, please provide email addresses for your referees.

## **Closing Date**

Please ensure your application arrives by 12.00pm on the closing date of Friday 27 March 2020

## **Interview**

Interviews for the role will be held during the week commencing Monday 30<sup>th</sup> March 2020

If you have not heard from us within 2 weeks of the closing date, please assume that unfortunately, on this occasion, your application has not been successful.

## **Safeguarding**

Birklands Primary School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

## **Job Description - Classroom Teacher, initially with Reception children**

Reports to: Head of School and Leadership Team

### **Key purpose of the job**

To teach pupils in allocated classes in order to ensure that their learning is of the highest quality.

### **Responsibilities of a classroom teacher**

- Teach pupils within allocated class, enhancing their learning and providing the opportunity for achievement for all pupils
- Planning and preparing tasks which challenge pupils and ensure high levels of interest during lessons
- Monitor the progress of pupils and implement appropriate strategies to address underachievement
- Assess, record and report on the progress and attainment of pupils
- Register the attendance of pupils in class
- Give pupils appropriate and constructive feedback
- Develop and maintain positive relationships with parent/carers
- Research new topic areas, maintain up-to-date subject knowledge, and devise and write new curriculum materials
- Manage pupil behaviour in the classroom and on school premises, appropriately applying effective measures in cases of misbehaviour
- Communicate with parents and carers over pupils' progress and participate in school meetings, parents' evenings and whole school training events
- Undergo regular observations and participate in regular in-service training (INSET) as part of continued professional development (CPD)
- Undertake critical self-evaluation and participate in CPD designed to enhance the quality of teaching or other working practices.

### **Appraisal responsibilities**

All members of staff are required to participate fully in the school's performance management system.

### **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
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.

## Person Specification: Class Teacher (initially in F2)

PERSON SPECIFICATION	Essential/ Desirable
<b>QUALIFICATIONS</b>	
Honours degree related to Primary Education or a curriculum subject	E
Qualified Teacher Status	E
Evidence of applying continued professional development	E
<b>EXPERIENCE</b>	
Teaching experience in EYFS	E
<b>ABILITIES, SKILLS and KNOWLEDGE</b>	
Has a consistent record of good classroom practise	E
Holds high expectations for all pupils and challenges them to good progress and outcomes	E
Inspires and motivates pupils to succeed	E
Demonstrates knowledge of the EYFS requirements and how it links together to create academic as well as spiritual, moral, social and cultural excellence.	E
Understands how learning and lessons can be purposefully structured to achieve high outcomes	E
Bases planning on the interests and needs of groups of pupils as well as the individual pupil where necessary	E
Can plan effective next steps in learning based on all types of assessment information	E
Manages pupil behaviour through strong relationships, positivity, high expectations and attention to children's needs. Places high importance upon promoting learning attitudes and capacity for independent learning	E
Values parents as significant partners in each child's education and development	E
Establishes support staff as 'equals in learning' and enables their success in the classroom	E
Experience of working with pupils with individual needs such as the highly able, those with SEND or learners with EAL.	D
<b>PERSONAL QUALITIES</b>	
Dedicated to the development of our school as a centre of excellence	E
Resilient in the face of change and willing to embrace innovation and creativity	E

Commitment to a collaborative approach to professional development	E
Consistently a positive role model for pupils	E
Commitment to safeguarding pupils	E
A desire to keep up to date with current educational policy	E

### **Overview of the Trust**

Nova Education Trust is a dynamic Multi Academy Trust based in the East Midlands. Our Trust Group is committed to providing high quality education to all our students, regardless of their backgrounds. Our track record demonstrates our ability to deliver our core goal: achievement for every child. Our portfolio of schools covers both secondary and primary phases, working in a range of contexts.

Our values are central to the positive ethos that we develop throughout our group of schools. This approach is focused on securing success for all our learners and providing them with the very best life opportunities.

We believe nothing is more important than making a difference to children.

### **Safeguarding and Child Protection**

The Trust and all its schools are committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All new staff within the Trust will be subject to an enhanced DBS check.

Each school in the Trust has a designated senior member of the leadership team who is responsible for referring and monitoring any suspected case of abuse. All members of staff will receive training in line with our child protection policy.