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**Temporary Class Teacher – Year 1**

**Application Pack**

**September 2021**



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**Introduction to Lord Street**

Our school has proudly served the families of Colne for nearly 120 years since it opened as a ‘board school’ at the end of Queen Victoria’s reign. We have grown significantly since then and now have about four hundred children taught in two classes in each age group.

The school motto is to, ‘be the best you can be’ and that is the feel you get from our children and staff when you visit. Our ethos is strong, and we place great emphasis on the care and guidance our children receive to enable them to be good learners. The school is a happy, caring and vibrant place.

We offer a broad and balanced curriculum based on the national curriculum but designed to help our children become well rounded, confident and resilient students who love learning. We teach all the areas of the curriculum you would expect but add into that Forest Schools, regular trips and opportunities to join in activities like sailing, judo and our drama club (we performed Midsummer Night’s Dream at Burnley Mechanics last year).

We are an outward looking school and this year we are excited to be joining the Pennine Trust with our three partner schools; Blacko and Laneshaw Bridge Primary Schools and Park High School. We look forward to the work we will do together to better support all our pupils.

**Pennine Trust**

The PENNiNE Trust is a young, vibrant, cross phase multi academy trust which was jointly established by three primary schools and one secondary school. Our family of schools have an unswerving determination to provide every child in our care with a high quality education, offering the best possible start in life. Innovation, inclusion and inspiration are at the heart of our ethos.

We will **innovate** to ensure provision matches the needs of our pupils, providing a knowledge-rich curriculum and enriching experiences which stimulate our pupils and raise aspirations.

We are fully **inclusive**, developing school cultures where no child is ever left behind and where pupils, staff, families and those in the wider community are valued and supported.

We seek to **inspire** all members of our community to realise their full potential and achieve the highest standards, tackling any potential obstacles to progress with tenacity and an indomitable attitude.

Trust leaders adopt an evidence-informed approach to developing all aspects of school provision and are committed to high quality professional development of staff, so that we have an exceptional curriculum and pedagogy in all our schools. We are confident that our shared ethos and collective sense of purpose will lead to exemplary collaboration and sustained improvement.

**Safeguarding Statement**

At Lord Street Primary School, the welfare of the child is paramount. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff should understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that they have applied for. If you are appointed to this post, the information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided.

All post holders are subject to a satisfactory enhanced Disclosure Barring Service disclosure.

Our policy and practice are in line with the Department for Education’s ‘Keeping Children Safe in Education’ Guidance 2021.

**Welcome Letter**

Dear Applicant

Thank you for your interest in our advertised post.

We are seeking to appoint a temporary teacher for one of our Year 1 classes. You will be part of a dedicated team of staff who are committed to making sure that all our children make good progress from their starting points. I hope that, after reading the information we have given you, you will decide to apply for the post.

Lord Street is one of the founding members of the Pennine Trust.  It is situated in the heart of Colne and has a strong sense of community. The school’s family ethos provides a nurturing environment, enabling children of all abilities to flourish. Pupils are proud of their school, enjoy their experiences and their behaviour and attitude to learning are very positive. Staff are dedicated and positive. There is a strong sense of purpose and a commitment to the children, including a desire for continual improvement of provision.

In the most recent Ofsted inspection (2014), Lord Street was graded good in all areas. Having become an academy in 2018, the new school is technically awaiting its first inspection.

In making this appointment, we will have regard to the potential exhibited by candidates as well as to their experience. We are looking for a colleague who will make a positive contribution to the dedicated and committed staff team we are proud of. We want to appoint a dynamic and innovative Teacher who will work alongside our dedicated team to deliver our vision.

We look forward to receiving your application.

Yours faithfully

Duncan Hetherington

Headteacher

**ADVERT**

**Class Teacher**

**Role:** Class Teacher

**From:** 1st September 2021

**To:** 31st December 2021

**Pay Range**: MPS/UPS

We are seeking to appoint a candidate who has experience in teaching in KS1 or who is an NQT. The successful candidate will play a key role in the KS1 team in ensuring that all our children make good progress from their starting points and that outcomes are comparable to national expectations.

**We are a school committed to:**

* Providing all children with a creative and stimulating learning experience.
* Providing a challenging curriculum and supporting children to exceed their expectations.
* Developing the whole child in a caring and happy environment.

**Lord Street Primary School will provide:**

* A good school that provides all children with a creative and stimulating learning experience.
* An ambitious, happy and vibrant place to work with a family of supportive colleagues who are committed to promoting a warm and friendly atmosphere.
* A supportive working culture that focuses on high expectations and the challenging and stretching of all children’s learning.
* A supportive senior leadership team that believes in distributive leadership.
* An active school community with supportive parents.
* Excellent professional development opportunities.

**We are seeking to appoint a teacher who:**

* Is a qualified, talented and enthusiastic teacher with the opportunity to work within a highly committed teaching team.
* Has a high standard of professionalism with a determination to make an impact in our school.
* Is an exceptional, creative classroom teacher.
* Has the ability to inspire, motivate and support our children.
* Is committed to the highest standards of learning, teaching, planning with knowledge of the National Curriculum and will support the delivery of our Discovery Curriculum.
* Has a genuine love of working with children and is committed to the development of the whole child within an inclusive learning environment.

**JOB DESCRIPTION**

**Class Teacher**

**Reports To**

Headteacher through Deputy / Assistant Headteacher

**Responsible For**

All TAs working in the class

**Job purpose**

To be responsible for a class of children identified by the head. This post is performed in accordance with the Schoolteachers' Pay and Conditions document as amended and supplemented, where appropriate, by Local Conditions of Service.

**Salary Point/scale**

* MPS/UPS

**Additional Allowances**

* None

**Duties and Responsibilities**

**Planning, Teaching and Class Management**

* To take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies, taking into account individual children’s needs
* Make effective use of assessment information on children’s attainment and progress and in planning future lessons
* To work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work
* Set tasks which challenge children and are matched to their learning needs
* Plan lessons in a way that will interest and engage all learners
* Ensure effective teaching and best use of available time
* To foster each child’s self-image and esteem and establish relationships which are based on mutual respect and cooperative learning
* Create a learning environment which develops high levels of resilience, confidence and independence in learners when they tackle challenging activities
* Have high expectations of achievement and behaviour
* Give every child the opportunity to achieve their full potential

**Monitoring, Assessment, Recording, Reporting**

* To ensure that marking, planning and all other school procedures are carried out rigorously
* Assess how well learning objectives have been achieved through marking and monitoring of work, questioning and discussion with children, and use this assessment to plan next steps
* Set targets for progress and ensure learners understand what they are doing well and how to improve
* Assess and record children’s progress systematically and keep records to check work is understood and completed; to monitor strengths and weaknesses; to inform planning and to recognise the level at which the child is achieving
* Prepare and present informative reports to parents, senior staff and other professionals as required
* Ensure parents are well informed about the curriculum, attainment and progress of their child and the contribution they can make to support their child’s progress
* To work with the senior leadership team to ensure a whole school approach to teaching and learning is implemented.

**Responsibility for Curriculum Leadership**

* To be responsible for leading a subject across the school.
* Ensuring that schemes of work cover the requirements of the National Curriculum and the School’s Curriculum Policy including enrichment and enhancement activities.
* Monitoring and review the implementation of schemes of work
* To lead on subject assessment to monitor all children’s outcomes against learning.
* To ensure that schemes of work are appropriately resourced.
* Keep up to date with current research and to lead staff CPD.
* Providing the Governors with records of expenditure and school performance.

NQTS are expected to work within the Early Years career framework from September 2021.

**Other Professional Requirements**

* To support the aims and ethos of the school
* Understand fully the duties and responsibilities in relation to child protection and safeguarding children and young people
* Understand fully the school’s child protection policy and to ensure that all issues relating to pupils’ safeguarding are reported immediately to the designated members of staff
* To ensure that the school’s aims and objectives in relation to the curriculum, equal opportunities and positive learning behaviour are promoted in every day classroom organisation and practice
* To work as part of a team in all aspects of school development and take an active role in school life, attending and participating in school events
* To set a good example in terms of dress, punctuality and attendance
* To uphold the school’s behaviour code
* To participate in staff training
* To attend staff meetings
* To develop links with Governors, LCCs, neighbouring schools and other relevant agencies
* To liaise as appropriate with other professionals and outside agencies
* Establish and maintain effective working relationships with professional colleagues and parents
* Prioritise and manage own time effectively, particularly in relation to balancing the demands made by teaching and involvement in school development
* Be aware of the need to take responsibility for your own professional development

**Upper Spine Staff**

* To ensure that their practice makes a significant and sustained contribution to the school.
* Classroom teaching must be consistently good to outstanding and be a model for other staff.
* Take an agreed role in with a wider school impact.

**Variation**

This job description will not be varied without consultation with the post holder. In the future the age range taught may be changed to meet the needs of the school. Where this happens support and training will be given.

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| ***Job title:*** *Class Teacher*  | **Grade:** Main/Upper Pay Scale |
| ***Requirements******(based on the job description)*** | **Essential (E) /****Desirable (D)** |
| ***Qualifications*** |  |
| *Qualified teacher status* | **E** |
| *Degree*  | **E** |
| ***Experience*** |  |
| *Successful experience of teaching within Key Stage One* | **E** |
| *Experience of delivering high quality, well planned primary curriculum* | **E** |
| *A proven track record of outstanding teaching and learning in Key Stage One* | **D** |
| ***Knowledge & Understanding*** |  |
| *Thorough knowledge of the Key Stage One Curriculum* | **E** |
| *Thorough knowledge of the Core and Foundation subjects of National Curriculum* | **E** |
| *Good understanding of current theory and practice to achieve high standards in learning and teaching within Key Stage One* | **E** |
| ***Skills & Abilities*** |
| *Experience of using data to identify underachievement and inform classroom practice* | **E** |
| *Ability to analyse and use data to inform planning and match work to pupils’ needs* | **E** |
| *Evidence of effective use of assessment to raise standards* | **E** |
| *Ability to analyse and use data to inform planning and match work to pupils’ needs* | **E** |
| *Ability to plan, monitor, evaluate and review for pupils’ progress* | **E** |
| *Ability to work collaboratively and effectively in a team with staff, governors and parents* | **E** |
| *Ability to provide a stimulating, well-organised learning environment*  | **E** |
| *Excellent classroom skills and the ability to use a range of positive behaviour strategies to effectively promote outstanding behaviour for learning*  | **E** |
| *Willingness to participate in school activities including extracurricular activities and school-related community events*  | **E** |
| *Curriculum strengths which can be brought to the school* | **E** |
| *High level of written and oral communication skills and a high level of mathematical skills* | **E** |
| *Listen to, reflect upon and act positively on feedback* | **E** |
| *Curriculum strengths which can be brought to the school which support the School Improvement Plan priorities*  | **D** |
| *Evidence of having influenced the quality of teaching and learning in your current school* | **D** |
| *The ability to assist others in improving their skills* | **D** |
| ***Personal Qualities***  |  |
| *Dedicated to promoting Lord Street Primary School’s strong educational philosophy and values* | **E** |
| *Be a positive role model at all times, a highly respected representative of Lord Street Primary School* | **E** |
| *Ability to prioritise time using effective organisational skills* | **E** |
| *Ability and willingness to work effectively as part of a team, learning with and from colleagues* | **E** |
| *Adaptability to changing circumstances and forward thinking with new ideas* | **E** |
| *To be calm, creative and enthusiastic to make every day for our pupils engaging and exciting*  | **E** |
| *Demonstrate resilience and a determination for sustained hard work with energy and vigour* | **E** |
| 1. *Commitment to safeguarding and protecting the welfare of children and young people*
2. *Commitment to equality and diversity*
3. *Commitment to health and safety*
4. *Commitment to attendance at work*
 | **E****E****E****E** |
| *A positive recommendation from all referees, including current employer.****Note: We will always consider your references before confirming a job offer in writing****.* | **E** |
| ***Prepared by:*** | *Lord Street Primary School*  |

**Staff Attendance Policy Statement**

This school is committed to achieving and maintaining a high level of attendance from all employees through the application of good management practice. All employees must recognise the importance of good attendance and ensure that any sickness absence is kept to a minimum.

Whilst supporting employees during periods of sickness, the School Management Team monitors levels of sickness absence in school regularly and takes action in accordance with the Guidelines adopted by the school to deal with unacceptable levels and frequency of sickness.

Good attendance enhances the service delivered by schools, minimises staffing difficulties and ensures the best value to the school. All employees in this school must understand the importance of good attendance to the operation, performance and image of the school and must show a commitment to achieving and maintaining a high level of attendance.

**How to Apply**

If you do decide to apply, and I do hope you will, I would be grateful if you would complete and return the application form, together with a letter of application of not more than two sides of A4.

**Closing date is noon on Monday 28th June 2021**

**In your letter of application please include:**

* How your skills and experiences have prepared you for this post.
* Concise information about the contribution you have made to your current school/academy to date and an assessment of the impact of your work on raising standards.
* What you personally would bring to the Lord Street Primary School.
* How you would contribute to the wider life of the school.

Please note we accept electronic applications via **bursar@lordstreet.lancs.sch.uk** Please be aware we cannot accept responsibility for missent or late applications.

If you are called for interview, you will be asked to sign a paper copy of your application to ensure the declaration requirements are complete.

We are happy to discuss the role over the telephone and/or organise a visit to the school before you make an application. If you require any further information, please do not hesitate to contact the school at **bursar@lordstreet.lancs.sch.uk or telephone 01282 865597.**



Head Teacher: Mr D Hetherington

Lord Street Primary School

Lord Street, COLNE,

Lancashire, BB8 9AR