



Trawden Forest Primary School
Appointment of Class Teacher – Person Specification

Person Specification Form		
Job Title: Class Teacher – temporary	w.e.f. 1st September 2025	
Directorate: Children and Young People	Terms and Conditions: In accordance with the School Teacher's Pay and Conditions Document	
Requirements (based on the job description)	Essential (E) or Desirable (D)	To be identified by: Application Form and Supporting Statement (A), Interview (I), Reference (R)
Application		
Fully completed application form.	E	A
Well considered and relevant supporting letter (no longer than 3 sides of A4, font size 12).	E	A
NB: Professional references should provide a strong level of support for skills, knowledge and attributes referred to below.	E	R
Qualifications		
Degree / Qualified Teacher Status	E	A
Recent & relevant participation in professional development	E	A
Experience		
Experience of teaching within KS1 and KS2	E	A
Successful experience in leading a subject area	E	A I R
Able to deliver a high quality, well planned primary curriculum	E	A R
Demonstrate effective teaching as a class teacher	E	A R
Experience of supporting children with a range of learning and behavioural needs	E	A I R
Knowledge, skills and abilities		
An excellent teacher with thorough knowledge and ability to deliver a broad and exciting curriculum	E	A I R
Understanding of effective assessment strategies to meet the learning needs of all pupils	E	A I R
Understanding of effective learning – recognising, planning and providing for different learning styles	E	A I R
Ability to plan to meet the needs of all groups of pupils – demonstrating high expectations and standards	E	A I R
Ability to form and maintain excellent relationships with all members of our school community	E	A I R



Ability to use ICT effectively within teaching and learning to enhance pupil progress	E	A I R
Ability to provide a stimulating, well organised and high quality learning environment	E	A I R
Ability to use a range of positive behaviour strategies to effectively promote outstanding behaviour for learning	E	A I R
Ability to use data, assessment and target setting to impact positively on pupil progress	E	A I R
Excellent written and verbal communication skills	E	A I
Personal Qualities		
Be a positive and professional role model at all times	E	I R
Strong communication and interpersonal skills	E	A I R
Ability to prioritise time using effective organisational skills and a high level of personal motivation	E	I
Ability and willingness to work effectively as part of a team, learning with and from colleagues	E	I R
To be creative and enthusiastic to make every day for our pupils engaging and exciting	E	I R
Demonstrate a capacity for sustained hard work with dedication, energy and vigour	E	I R
Have a good sense of humour and an ability to bring fun and enjoyment into children's learning	E	I R
Other		
Commitment to safeguarding and protecting the welfare of children and young people	E	I R
Commitment to equality and diversity	E	I R
Commitment to Health and Safety	E	I R
Commitment to attendance at work	E	I R
Confidential References		
Positive recommendation from all referees, including current employer. We will always consider your references before confirming a job offer in writing	E	R

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The post will be subject to strong supportive professional references. The Governors are committed to ensuring that an appointment will follow safer recruiting procedures and a DBS check will be required before appointment.

Please return your completed application form and letter of application of **no more than 3 sides of A4 in no smaller than font size 12**, stating your appropriateness for the post, taking into account the specific essential criteria above to Head teacher, Mrs L Stinchon email: (head@trawden.lancs.sch.uk)

All email applications will be acknowledged by return email. If you have not received this confirmation within 48 hours of submitting an application, please resend or call the school on 01282 865242

Please note: candidates who do not meet the essential criteria of this person specification will not be considered.