



Roughlee Church of England Primary School

Blacko Bar Road

Roughlee

BB9 6NX 01282 613613

head@roughlee.lancs.sch.uk

____ Head Teacher: Mr M Elliott

Roughlee CE Primary School

Application Pack

KS2 Teacher Maternity Cover Full - Time



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School Vision

Roughlee Church of England Primary School endeavours to provide a happy, safe and caring community rooted in Christian values' where everyone is valued and grows to their full potential (John 10:10 – I came so that they may have life - life in all its fullness)

Mission Statement

At Roughlee Church of England Primary School we aim to achieve our Vision by providing a broad balanced curriculum and learning experiences that develop our children in body, mind and spirit; setting high standards for all, confident that we can achieve success. Thus ensuring that when our children leave us they are independent learners, who are well equipped to be responsible citizens of the future and reach their full potential. (John 10:10 – I came so that they may have life – life in all its fullness)

Our School Vision and Mission Statement are underpinned by our Christian Values:

- Compassion
- Courage
- Forgiveness
- Friendship
- Generosity
- Justice
- Perseverance
- Respect
- Thankfulness



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- Trust
- Truthfulness

School Motto

Our School Motto is 'Therefore, choose'

Our school motto is taken from the Bible in the book of Deuteronomy. This encapsulates our aim as a school: to prepare and equip our children so that they are able to make good choices in every area of their lives. Here at Roughlee Church of England Primary School we believe that effective education addresses the whole of what it means to be happy, fulfilled and successful.

Attendance

Roughlee CE Primary School is committed to achieving a high level of attendance from all employees. 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 monitors levels of sickness absence 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 for the pupils. 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.



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Welcome Letter

Dear Applicant,

Thank you for your interest in our advertised post.

An exciting opportunity has arisen for a Key Stage 2 teacher to join Roughlee Church of England Primary School on a **temporary contract (maternity cover)**. We are seeking to appoint an excellent, highly motivated Key Stage 2 teacher to join our hardworking and successful team. We are looking for someone who has had experience of teaching Key Stage 2, adapting learning to meet the individual needs and is passionate about every child succeeding.

The post will begin **January 2026** until the return of the post holder.

Roughlee CE Primary School is a good school with an excellent reputation of success. It was founded in 1852 and was once a corn mill. The school is set in the historic village of Roughlee in an area of outstanding natural beauty, close by Pendle Hill. There are 58 pupils on roll. Our vision is to provide a happy, safe and caring community for our children. We strive to create an environment where children feel valued and that they can grow to their full potential.

We look forward to receiving your application.

Yours Sincerely,

Mr Mark Elliott
Head Teacher



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Advert

Role: Teacher

Dates: January 2026 – Return of post holder

Pay Grade: Main Pay Scale

The Headteacher and Governors of Roughlee CE Primary School, are looking to appoint an enthusiastic Teacher, who is experienced with working with Key Stage 2 children.

The post will be full-time on a Temporary Contract.

The successful candidate will:

- be a qualified teacher who has experience in Key Stage 2
- have excellent organisational and time keeping skills
- understand the rigours and demands of a mixed classes
- be an ambitious professional with high aspirations for the children and families with whom they serve; be a creative and inspiring teacher;
- be a highly motivated and energetic professional with the confidence and resilience to commit to the workings of a small school and close working team
- be a caring person who demonstrates consideration and respect to all stakeholders of our school, thereby positively promoting our schools vision and Christian values
- be a committed team player who is also able to work collaboratively and lead in your areas of agreed responsibility
- be supportive of our Christian ethos



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In return we will offer:

- A distinctive Christian ethos across all aspects of school life
- Dedicated and committed parents and governors
- Friendly and supportive colleagues
- Delightful children whose behaviour and attitude to learning is outstanding
- A well-resourced learning environment - indoors and out

Experience is ideal although it is more important that we employ someone who is keen to listen, learn and commit to the needs of the children with empathy and kindness.

Job Description

Job Title: Teacher

Grade: Main Pay Scale

Accountable To: The Head Teacher

Main Objectives:

The successful candidate would be expected to:

- Work with the head teacher and colleagues in creating, inspiring and embodying the Christian ethos and culture of the school.



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- Secure school's Mission Statement with all members of the school community.
- Ensure an environment for teaching and learning that empowers both staff and children to achieve their highest potential.

Main Duties:

- Carry out your professional duties for the care and supervision of all pupils.
- Carry out our Recovery Curriculum as outlined by the class teachers.
- Prepare and produce appropriate materials and resources.
- Be responsible for the personal and social welfare of your pupils.
- Be an effective member of the school community.

Support for the School

- To assist in providing a purposeful, orderly and supportive environment for learning.
- To support the promotion of positive relationships with parents, carers and outside agencies.
- To work within school policies and procedures.
- To attend staff training/meetings as appropriate.
- To take care for their own and other people's health and safety.
- To liaise with the school's appropriate person with regard to the ordering supplies and equipment
- Monitor and manage stock, if necessary within an agreed budget, cataloguing resources and undertaking audits as



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required.

- To be aware of the confidential nature of issues related to home/pupil/teacher/school work.
- Assist in the supervision, training and development of other members of staff.
- To undertake cover supervision for whole classes.

Support for the Curriculum

- To be familiar with the content of the school curriculum.
- To assist in the delivery of appropriate programmes of work.
- To support the use of practical learning activities

Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and Safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Safeguarding Commitment

This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.



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Person Specification

Job Title: Key Stage 2 Teacher	Grade: MPS
Directorate: Children and Young People	
Requirements (based on job description)	Essential (E)/Desirable (D)
Qualifications	
Qualified Teacher Status	E
Degree	E
Error free application form with an accompanying letter which should be a maximum of 2 sides of A4	E
Experience	
Participation in a range of training	D
Demonstrate a proven track record of effective teaching	E
A thorough knowledge of the National Curriculum and ability to deliver a broad, balanced and exciting curriculum	E
Understanding of, and commitment to, Assessment For Learning	E
Able to provide a high quality learning environment	E
Able to identify and meet the needs of all learners	E
Effective behaviour management strategies	E



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Recent successful experience of teaching in KS2 with proven record of children making good or better progress	E
Knowledge, Skills and Abilities	
A commitment to Lancashire's 'Safeguarding Children' practices	E
Developing innovative and creative approaches to teaching and learning	E
High expectations for all pupils	E
Be an effective classroom practitioner	E
To maintain and enhance the school's high standards	E
To have excellent written and verbal communication skills	E
To have excellent behaviour management strategies	E
Have the ability to work well under pressure and prioritise effectively	E
Be willing to support the Christian ethos of the school	E
Have the ability to work as part of an effective team, showing enthusiasm, adaptably and flexibility	E
Have excellent interpersonal and communication skills	E
Personal Characteristics	
Organised and dedicated with high levels of initiative	E



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Professionalism – have very high expectations and standards	E
Evidence of a high level of personal motivation and enthusiasm	E
A commitment to lead extra-curricular activities	D
The ability to work closely as part of a team.	E
Flexible and good humoured	E
Other	
Commitment to ensure that all children in your care are safe from harm/ knowledge of safeguarding issues	E
Commitment to health and safety	E
Positive health and attendance record	E
A valid first aid certificate	D



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If you do decide to apply, 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 in font size 12, noting the closing date of **noon on Friday 28th November 2025**.

Proposed Interview Date: w/c 8th December 2025

Proposed Induction Day: w/c 15th December 2025

Start Date: 5th January 2026

Please note we accept electronic applications via
head@roughlee.lancs.sch.uk

Please be aware we cannot accept responsibility for missent or late applications.

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 **head@roughlee.lancs.sch.uk** or telephone on **01282 613613**.