

*Let you light Shine*

# Stoke St Michael Nursery & Primary School

[www.croscombestokefederation.co.uk](http://www.croscombestokefederation.co.uk)

X@croscobestoke

**Key Stage 2 Class Teacher (Yr5/6)**

**Application Information**



**Closing Date: Friday 3<sup>rd</sup> May 2024**

**Interviews: following week**



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# Stoke St Michael Nursery & Primary School

Moonshill Road, Stoke St Michael, Radstock, Somerset BA3 5LG

School Office: 01749 840470

[office@croscobestokefederation.co.uk](mailto:office@croscobestokefederation.co.uk)

Dear Colleague,

Thank you for your interest in our school and the post of Year 5/6 Class Teacher.

Stoke St Michael is constantly developing and moving forward, so if successful, you will have the opportunity to work within an outstanding, motivated and experienced team.

The pupils, staff and governors have a great sense of pride in Stoke St Michael and care passionately about our future success.

Following a recent staff movement, we are seeking to appoint an enthusiastic, talented and highly motivated Year 5/6 class teacher for September 2024. This post offers exciting challenges and opportunities for the right candidate and is suitable for an experienced teacher or a ECT.

We are looking for someone who has the ability to lead and inspire others both within the classroom and as part of our whole school team. The successful applicant will have opportunity to join us in building upon our many strengths and helping to shape the future of Stoke St Michael.

The ethos of the school promotes an atmosphere where everyone feels safe, secure and prepared to learn. It is a happy school and therefore, we believe that a visit will tell you more than words; with this in mind, we strongly encourage you to come and see our school in action.

Please find enclosed the job description and person specification which should form the basis of your application. It is essential that you address the points in the person specification, as these are the criteria for selection.

The appointment process has been carefully planned by the Selection Panel appointed by the Governing Body.

- The Closing Date for applications is Friday 3<sup>rd</sup> May
- Short listing will provisionally take place on that evening.
- Interviews will take place the following week

Following Short listing, successful candidates will be contacted and sent details of the interviews, which will take place on.

The day will consist of a number of activities during the morning; to include an unseen task, informal interviews and lesson observation. Formal interviews will take place during the afternoon.

If, having read the enclosed information, you would like to discuss aspects of the role, please do not hesitate to contact me. I look forward to reading your application form.

Yours sincerely,

*Chris Partridge*

Executive Headteacher



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# Year 5/6 Class Teacher

**Stoke St Michael Nursery & Primary School**

**Full time Year 5/6 Class Teacher**

**Stoke St Michael Primary School – soon to be part of the Wessex Learning Trust  
(September 2024)**

**We are seeking to appoint an enthusiastic and talented practitioner to join our experienced staff team from September 2024. This is a rare and exciting opportunity to join our school and to have a class of 12 children!!**

Are you....

- dedicated to working in close partnership with children, staff and parents within a village community?
- a creative and enthusiastic teacher?
- flexible and willing to show initiative?
- organised and prepared to work tirelessly to find the answers to any challenge?
- an effective classroom practitioner with high expectations of achievement and behaviour?
- a highly motivated person who can demonstrate recent successful planning and delivery of teaching, learning and assessment in the primary Upper Key Stage 2 age range?
- experienced at delivering Key Stage 2 SATs?

**Our children have asked for you to be:**

- Someone who understands and loves to work in small schools
- Someone who is able to teach mixed age groups
- Someone who can help us to learn and is good at explaining things
- Someone with a good sense of humour and a friendly smile every morning!

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**We offer....**

- A class with **12 amazing pupils**
- A completely New Leadership Team and exciting opportunities to join the Wessex Learning Trust
- A dedicated, enthusiastic and professional senior leadership team, who have a clear shared vision and wide-ranging expertise
- Children who are excited and eager to learn
- An ambitious governing body, committed to helping the school move forwards
- Fantastic surroundings

**Stoke St Michael Primary is committed to safeguarding and promoting the welfare of children and young people. This appointment will be subject to enhanced DBS disclosure, an online check, medical clearance proof of the right to work in the UK and satisfactory references.**

Please contact Chris Partridge [chris.partridge@croscobestokefederation.co.uk](mailto:chris.partridge@croscobestokefederation.co.uk) should you need any further information. Enquiries and visits are welcomed, please call 01749 343114 to arrange an appointment.

This post will be paid on the MPS 1 – UPS1 depending on experience.

**Closing date:** Friday 3<sup>rd</sup> May 2024

**Interviews commencing the following week**

**Stoke St Michael Nursery & Primary school**

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**Job Description**

**Purpose of the job:** To teach pupils within the school and to carry out other associated duties as are reasonably assigned by the Headteacher

The post holder will be expected to meet the professional standards set out in the Department for Education's (DfE) teachers' standards document.

**Applicable Contract Terms and Duties:**

This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of duties set out in that document so far as is relevant to the post holder's title and salary grade. To fulfill all standards for QTS and Core as laid out by the DCSF in the Professional Standards for Teachers

**Relationships:**

The post holder is responsible to the Headteacher for his/her teaching duties and responsibilities for teaching tasks. The post holder may be responsible for the supervision of the work of the classroom assistants relevant to his /her responsibilities.

**Particular Responsibilities:**

The particular responsibilities attaching to the post of class teacher are as follows:

To teach according to their educational needs, pupils assigned to him/her in the allocated class.

- To control and oversee the use and storage of books and other teaching resources provided for class usage and to supervise the work of teaching assistants relevant to the allocated class.
- To maintain discipline in accordance with the rules and disciplinary systems of the school.
- To contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole.
- To promote equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunity policy.
- To follow school procedures to protect and safeguard the welfare of pupils and staff

**Key Tasks:**

The key tasks attaching to the post of class teacher are:

- To plan, with reference to the school's Scheme of Work, for teaching a broad and balanced curriculum covering all statutory elements of the National Curriculum.
- To monitor and report to parents on the progress of pupils in the allocated class.
- To assess and analyse pupils' achievements and progress in accordance with arrangements agreed within the school
- To mark class attendance registers.
- To provide feedback to pupils both written and verbal on what they are already doing well and what they need to do next.
- To maintain effective records in accordance with school policy
- To provide a neat, inspiring and orderly classroom environment in which effective learning can take place.

**To whom responsible:** The Headteacher

**SAFEGUARDING:**

The Department of Education and Children 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 have a responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact and to adhere to, and ensure compliance with, the Safeguarding Children Board Child Protection procedures and the school's Safeguarding Policy at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the designated Child Protection Officer.

The contents of this job description are known to and have been, as appropriate, discussed with the teacher in question. This job description will be reviewed annually and "may be amended at any time following discussion between the Headteacher/Deputy Head and member of staff".

## **Person Specification – Class Teacher**

The Person Specification is an important part of the application process and will be used to shortlist candidates. You will need to demonstrate in your supporting statement/application form how you meet the following criteria.

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications &amp; training</b>	<p>The Class Teacher will have:</p> <ul style="list-style-type: none"><li>• Qualified Teacher status</li><li>• evidence of continuous participation in in-service development and a commitment to further professional development</li></ul>	
<b>Experience</b>	<p>The Class Teacher should have experience of:</p> <ul style="list-style-type: none"><li>• teaching in Upper Key Stage 2</li><li>• working successfully and co-operating as a member of a team</li></ul>	<p>In addition, the Class Teacher might have experience of:</p> <ul style="list-style-type: none"><li>• teaching across the whole Primary age range</li><li>• teaching across all KS2 classes</li><li>• teaching mixed aged classes</li><li>• teaching in a small school</li></ul>
<b>A commitment to education and teaching</b>	<p>The Class Teacher will have the ability to communicate and co-operate by:</p> <ul style="list-style-type: none"><li>• establishing and maintaining good professional relationships with pupils, parents and colleagues</li><li>• setting high expectations of all pupils and be committed to raising educational achievement</li><li>• adopting a flexible approach</li></ul>	<p>In addition, the Class Teacher might also be able to:</p> <ul style="list-style-type: none"><li>• use the outside provision to support pupils in their learning.</li></ul>
<b>Knowledge and understanding</b>	<p>The Class Teacher will have knowledge and understanding of:</p> <ul style="list-style-type: none"><li>• the statutory requirements of legislation concerning Safeguarding, including Child Protection, Equal Opportunities, Health &amp; Safety and inclusion</li><li>• the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies)</li><li>• statutory National Curriculum requirements at the appropriate key stage and evidence of a good general knowledge and understanding of the National Curriculum.</li><li>• planning and implementing an effective teaching programme, including the monitoring, assessment, recording and reporting of pupils' progress</li><li>• effective teaching and learning styles</li><li>• how to further develop personal professional</li></ul>	<p>In addition, the Class Teacher might also have knowledge and understanding of:</p> <ul style="list-style-type: none"><li>• co-ordinating a NC subject in a primary school</li><li>• ability to work with a creative curriculum</li></ul>

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	<p>skills and knowledge</p> <ul style="list-style-type: none"> <li>• how to establish an effective rapport with children which is based on high expectations and establish a purposeful learning environment where all pupils feel secure and confident</li> <li>• how to use ICT effectively as an integral part of teaching and learning</li> <li>• selecting and employing a wide range of resources with regard to safety issues</li> </ul>	
<b>Skills</b>	<p>The Class Teacher will be able to:</p> <ul style="list-style-type: none"> <li>• promote the school's aims positively, and use effective strategies to enhance motivation and morale</li> <li>• establish and develop a sound professional relationship and affinity with a class of pupils</li> <li>• create a positive, challenging and effective learning environment</li> <li>• develop sound professional relationships</li> <li>• establish and develop appropriate relationships with parents, governors and the community</li> <li>• communicate effectively (both orally and in writing) to a variety of audiences</li> </ul>	<p>In addition, the Class Teacher might also be able to:</p> <ul style="list-style-type: none"> <li>• foster, plan and deliver a creative curriculum</li> <li>• ability to use the environment to enhance the childrens' learning</li> </ul>
<b>Personal characteristics</b>	<p>They should also be:</p> <ul style="list-style-type: none"> <li>• knowledgeable and highly competent</li> <li>• approachable and empathetic</li> <li>• creative and enthusiastic</li> <li>• organised and resourceful</li> <li>• intelligent and reflective</li> <li>• committed</li> </ul>	<p>In addition, the Class Teacher might also have:</p> <ul style="list-style-type: none"> <li>• A sense of humour</li> </ul>
<b>Special requirements</b>	<p>The Class Teacher should:</p> <ul style="list-style-type: none"> <li>• have or be willing to undergo an Enhanced Criminal Records Bureau disclosure check</li> <li>• be willing to undergo a pre-employment health check</li> </ul>	

Our School is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.



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***The children would like someone who.....***

**"Is really organised and works hard"**



**"Is friendly and caring!"**

**"Is confident enough to take whole school assemblies."**

**"Is helpful and has good behaviour management strategies."**

**"Has a good sense of humour."**

**"Is a fantastic teacher."**

*"Is very polite to adults and children."*

**"Is very fair and cares about us."**

**"Is good at listening!"**



**"IS A GOOD ROLE MODEL."**

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**Where we are...**

