



2 x Class Teacher

MPS

Suitable for ECTs (NQTs)

Please specify your specialism/area of interest that you would like to develop subject leadership skills in

Permanent to start in September 2023

Job Description

Closing date:	Monday 17 th April 2023 at 9.00am
Interview date:	Thursday 4 th May 2023

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Believe, Achieve, Succeed!



Important Safeguarding notice / Statement of Intent

South Pennine Academies is committed to ensuring a culture of safer recruitment and as part of that implement recruitment procedures that deter, reject or identify people who might abuse children. All Academies across the Trust adopt a consistent and rigorous approach in the recruitment and selection processes, with the aim of ensuring that those recruited are suitable for such an important and responsible role. The purpose of safer recruitment is ultimately to:

- **Deter:** From the beginning of the recruitment process, it is important to send the right message – that the organisation has a rigorous recruitment process and does not tolerate any form of abuse. Wording in adverts and recruitment information must aim to deter potential abusers.
- **Identify and Reject:** It will not always be possible to deter potential abusers. Therefore, careful planning for the interview and selection stage, in terms of asking the right questions, setting appropriate tasks and obtaining the right information can assist in finding out who is suitable for the role and who is not.
- **Induct:** Induction is an essential part of our recruitment process, we ensure that comprehensive induction processes are in place, together with appropriate policies and procedures, raising awareness through staff training and generally developing and maintaining a safe culture within the organisation will all help to prevent abuse or identify potential abusers.

The intention of this policy is to ensure that all stages of the recruitment process contain measures to deter, identify, prevent and reject unsuitable people from gaining access to pupils within the organisation. The policy and the practical implementation of recruitment and selection processes also aim to meet all legislative requirements, any statutory or other guidance that may from time to time be issued in order to keep children safe and safer recruitment in education, as well as principles of general good practice.

Please take time to look at SPA safer recruitment policy on the SPA website

<https://www.southpennineacademies.org/>

and Hillside safeguarding and child protection policy

<https://www.hillsideprimaryschool.co.uk/safeguarding-2/safeguarding-at-hillside>



Dear Colleague

Thank you for expressing an interest to join the senior leadership team at Hillside Primary School.

Our school motto is **Believe, Achieve, Succeed** because our vision is that every member of our school community believes in themselves; achieves because they have the confidence to work hard and try new things and feels successful in whatever goals and ambitions they set themselves both now and in the future.

I am very proud to be Head Teacher at Hillside Primary School. We pride ourselves on a warm and friendly atmosphere, combined with the highest of expectations for all pupils. We firmly believe in working in partnership with parents and carers to ensure all pupils succeed.

Our highly skilled staff are passionate about learning and supporting children to make as much personal and academic progress as possible during their time at Hillside. We believe reading well is fundamental to a child's success at primary school and for their future wellbeing and academic success.

Hillside has a vibrant school community with staff and students from many diverse backgrounds and cultures. We celebrate diversity and expect the highest standards of respect from and for all. Pupils are encouraged to work together, co-operate and communicate positively with others. We aim for all pupils to develop a love of learning and to recognise and value themselves and their own unique skills and abilities.

Hillside is a member of South Pennine Academies Multi Academy Trust.

Nazmunisha Ismail, Principal



BELIEVE



ACHIEVE



SUCCEED



South Pennine Academies

South Pennine Academies works in partnership to raise levels of attainment and aspirations of all students. South Pennine Academies is very well placed to create a unique institution characterised by high achievement and success. The Trust has a national reputation for excellence and has a solid track record of partnership working with employers, universities and local academies.

The benefits that South Pennine Academies brings are immense, adding their expertise and ideas as well as opening up life-enhancing opportunities to all academies in the Trust including Hillside Primary School

The key to the Academies success will be the development of a shared vision, effective and transformational leadership and management, robust partnership arrangements, high quality and focused teaching which guarantees students learning and success. This all needs to be achieved amongst a strong and cohesive staff body.

Students will show good manners, work hard and be honest at all times. They will learn, share and succeed, together.

SPA Vision:

- To develop a group of closely partnered academies.
- To ensure all academies are world class Centres of Excellence for Teaching and Learning.
- To ensure the trust plays a pivotal role in improving the life chances of students.
- To develop local solutions and partnerships that meet local needs.
- To promote school improvement with inclusion and diversity at the core.

SPA Values:

South Pennine Academies believes in school improvement through a partnership model. This brings drive, expertise and capacity to the school improvement agenda. We recognize and encourage each academy's unique characteristics and ethos, reinforcing their individual identities within their respective communities.

Working within a multi academy trust allows school to school support to flourish. Becoming part of our partnership will allow you to become a leader not a follower and be involved in shaping the partnership rather than having it shaped for you.

South Pennine Academies Partners



THE SELECTION PROCESS

How to Apply

Thank you for taking time to read and digest our information. If you wish to apply for the post of **KS1/KS2 Class Teacher**, then you should:

- Apply via **My New Term** portal or via the following link:
<https://www.mynewterm.com/jobs/147629/EDV-2023-HPS-71906>
- Late applications will not be considered. If you have any questions please telephone the school office on 01484 226834 to speak to a member of staff.
- Please do not complete a Kirklees Application form as they cannot be accepted. If you are applying by a third-party website such as Kirklees Jobs or TES then our application form should be available via a link.
- Complete the application form fully, ensuring all details are accurate and all declarations are signed. Please ensure you enclose two professional referees with one being your current employer (with email addresses if possible). Do not enclose additional CVs.
- Ensure you fully complete the relevant skills and experience section of the form, addressing the key characteristics and experiences outlined in the person / employee specification and the unique contribution that you could make to the future success of the School.

Timetable for the selection process:

- Closing date for applications: **9am Monday 17th April 2023**
- Interview Notifications: **W/C 17/04/23**
- Interview day(s): **Thursday 4th May 2023**

Visiting Hillside Primary School

If you would like to visit the School, please contact the school office (01484 226834), to make an appointment. Visits are welcomed and strongly encouraged.

Successful applicants will be required to undertake an Enhanced Criminal Record Check via the DBS and a Disqualification check under the Childcare Act 2006. Hillside Primary School is committed to safeguarding, inclusion and diversity; promoting the welfare of all children and young people. We expect all staff and volunteers to actively and demonstrably support and share our moral values. It is the applicant's duty to disclose information.

Job Description

JOB DESCRIPTION – KS1/KS2 Class Teacher

JOB PURPOSE:

To carry out the duties of a school teacher as set out in the School Teachers' Pay and Conditions Document 2016 and have due regard to the aims, ethos and policies of the school; under the direction of and in consultation with the Principal.

A. Teaching and Learning

- Plan activities and experiences appropriate to the age, ability and individual need of all students following the Curriculum Guidance for Foundation Stage and National Curriculum to ensure students receive a broad and balanced curriculum.
- Set clear and challenging targets for learning, building on prior attainment.
- Consider how the subjects can promote citizenship, spiritual cultural, mental and physical development and preparation for adult life.
- Reviewing and maintaining resources and a high quality learning environment.
- Recording student's profiles, progress and attainment in accordance with school policy.
- To positively promote engagement with parents.

B. Continuous Development

- To attend courses provided by organisations as and when appropriate and disseminate information.
- Manage a curriculum area(s) of special interest where necessary:
 - (a) be involved in the organisation, maintenance and review of resources and equipment throughout school attached to that curriculum area(s);

- (b) keep abreast of current trends and developments, attend relevant courses and disseminate information and ideas to colleagues associated with that curriculum area(s).

C. Assessment and Recording

- Assess how well learning objectives have been achieved and use this assessment to inform future teaching.
- Assess and record students' progress in accordance with School Policy and Statutory Guidance.
- Mark and monitor class and homework, providing constructive oral and/or written feedback and setting targets for students' progress.
- Provide written reports to:
 - (a) parents, in accordance with school procedures and statutory requirements;
 - (b) other agencies, in accordance with school procedures and Code of Practice.

D. Pastoral

- To promote, maintain and supervise the Health and Safety of students engaged in authorised school activities both on school premises and elsewhere.
- To demonstrate a commitment to positive behaviour management throughout school.
- To care for the physical and emotional welfare of children within the class/school.
- To follow child protection procedures in accordance with School Policy to ensure the safety and welfare of children throughout the school.
- To register students, encourage punctuality and reinforce school attendance procedures in consultation with the Head Teacher.
- To develop positive relationships with parents and promote the home-school partnership.
- To liaise with outside agencies responsible for student welfare.

- To promote Equality and Diversity ensuring that, specifics of gender, race, class, ability and disability are treated in a positive and no-discriminatory manner.
- To attend meetings with colleagues, parents and outside agencies as directed by the Principal.
- To adhere to safe working practices and to report any dangerous events or equipment to the relevant person.
- To carry out any other duties appropriate to the level expected of a teacher on standard scale relating to the efficient organisation of the school.
- To participate on Performance Management as required by Government Regulations.

F. Safeguarding

- As part of your wider duties and responsibilities you are required to promote and actively support the Trusts 'responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. It isn't just about the very old and the very young, it is about everyone who may be vulnerable.

Responsible for: None

Responsible to: Principal

PERSON SPECIFICATION

Post Title: KS1/KS2 Class teacher

Main scale

	Criteria	Rank	How Identified
EDUCATION AND TRAINING	Degree in appropriate area	E	Application form
	Evidence of continuing professional development	E	Application form
	Attendance at recent training/professional development on learning	D	Application Form and interview
RELEVANT EXPERIENCE	Evidence of recent excellent classroom practice and experience of KS1/KS2	E	Application form
	Evidence and experience of raising standards/achievement and accelerate student progress	E	Application form and interview
	Experience of working with parents, outside agencies and the wider community	D	Application form and interview
	Experience of working within a team	E	Application form and interview
	Experience of working with children from different backgrounds	E	Application form and interview

	Criteria	Rank	How Identified
	Experience of creating an engaging, creative and vibrant classroom environment which stimulates children's interest and supports their learning	E	Application form
SPECIAL KNOWLEDGE AND SKILLS	High quality and effective interpersonal skills	E	Application form and interview
	Expert knowledge of the National Curriculum and the skills to develop a creative and confident approach to curriculum co-ordination	E	Application form and interview
	A clear philosophy of primary education and proven ability to translate this into practice	E	Application form and interview
	An excellent class teacher with excellent organisational skills	E	Application form and interview
	A dedication to meeting all children's needs through varying teaching strategies	E	Application form and interview
	An ability to lead, enthuse and motivate colleagues	E	Application form and interview
	Understand the principles of Child Protection and Safeguarding and recognise own responsibility and accountability	E	Application form and interview
	Excellent communication and presentation skills	E	Application form and interview

	Criteria	Rank	How Identified
	An ability to be innovative, and support on-going initiatives	E	Application form and interview
	A commitment to using the outdoors as a teaching space	E	Application form and interview
	A willingness and capacity to contribute to the development of our curriculum	E	Application form and interview
ADDITIONAL FACTORS	A commitment to community cohesion and student inclusion	E	Application form and interview
	A willingness to undertake extra-curricular activities	E	Application form and interview
	Understanding your part in being a positive and pro-active member of staff	E	Application form and interview

Please make sure that you demonstrate your ability to meet the requirements of the job by giving clear, concise examples of how you meet each criteria on your application form. The letters E and D in the "Rank" column refer to the importance we will give your answers when we read your applications. You must have all the E's on day one to be able to do the job, you need to have all the D's to do the job, but they could be learnt during the induction. We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled people. We have tried to do this, but if you have a disability and identify any barriers in the job description or employee specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.

Where criteria are to be identified through the "Selection Process", this may involve written exercises, group discussions, presentations, interview etc.