



Cottingley Moor Road, Cottingley, Bingley BD16 3ET

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Headteacher: Mrs N.M.Geale

07/05/19

Hello!

Thank you very much for taking the time to look at our information pack about the position of KS Class Teacher+ English TLR 2a at Cottingley Village Primary School. This is a permanent contract for the right candidate! We are looking to develop a high quality middle leader to be our TLR for English. This will involve working alongside the DHT and learning how to be an effective leader. It will involve being accountable for your actions and impact. If you are looking to develop excellent leadership skills this could be the job for you!

After looking at the materials provided if you feel that you could be the right candidate for the role then we would love to hear from you!

If you have further questions or indeed would like to visit the school we would be delighted to meet you and show you around our setting. Please telephone the office to make a mutually convenient time to look around.

I have had the privilege of being the Headteacher of Cottingley Village for 11 years. During this time I have seen the school grow and take on many new challenges. The school has developed into a thriving and forward thinking learning community. Our staff team are very hardworking and highly enthusiastic leaders of learning. We work collaboratively to ensure every child reaches their full potential in a warm and friendly school. We still have many challenges ahead but know that these provide us with many exciting opportunities about how we should 'mould' our school as we move into the future. Whatever we do, we always do it together as a team, and are strong advocates of collegiate working, enjoying learning from each other. It's a great place to work and feel supported 😊

The school is looking for a Class Teacher for KS2 who can continue the excellent work of their predecessors! In October 2017 the school was graded as 'securely Good' in all areas by Ofsted. This was due to all the hard work that our staff have put in to developing the learning, analysing data, moderating as a collective and being driven to improve all the time. We are now on a mission to move that 'Securely Good' into 'Outstanding' for our next Ofsted judgement. Are you the person who can help us to make that difference? We want someone who is hardworking, highly reliable and has great drive and determination to join us on our journey. Fixed term or permanent, we want staff with drive and ambition!

On behalf of the school I would like to extend our best wishes to you, thank you again for your interest in our school and look forward to meeting you either to look around or perhaps at interview.

With kind regards,

Nichola. M. Geale

Headteacher



## Personnel Specification

Job Title: English TLR2a

*Please note that the school operates a no smoking policy*

Attributes	Essential	Desirable	How Identified
<b>Qualifications and training</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Teaching across primary age range</li> <li>• Evidence of professional development/recent training</li> <li>• Willingness to participate, where necessary, in professional development training</li> </ul>	<ul style="list-style-type: none"> <li>• ICT literate</li> <li>• Use of interactive smartboard</li> <li>• Relevant additional qualifications such as NPQML</li> </ul>	Application form Letter References
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Recognised as an outstanding classroom practitioner</li> <li>• Use of successful strategies to improve pupil attainment and engagement in their own learning.</li> <li>• Commitment to own professional development and that of colleagues</li> <li>• Ability to deliver well planned and stimulating lessons across the curriculum/age range</li> <li>• Evidence of curriculum leadership</li> <li>• Leading staff inset/training</li> <li>• Experience of using pupil performance data to raise achievement.</li> <li>• Motivates, inspires and leads with courage.</li> </ul>	<ul style="list-style-type: none"> <li>• Involvement with presentations to parents/governors</li> <li>• Team leader for performance management</li> <li>• Experience of observing lessons and evaluating quality, and providing feedback.</li> <li>• EYFS knowledge as well as whole school.</li> </ul>	Application form Letter References Interview
<b>Special Knowledge/skills</b>	<ul style="list-style-type: none"> <li>• Clear understanding principles and practices of effective teaching and learning</li> <li>• A thorough knowledge of the National Curriculum and its implementation across the primary age</li> <li>• A clear understanding of the use of performance and internal data to support teaching and learning quality.</li> <li>• Question level analysis experience and implementation with highly positive impact.</li> <li>• A clear understanding of inclusive</li> </ul>	<ul style="list-style-type: none"> <li>• Have experience of the processes and systems for quality assurance</li> <li>• Have experience of the principles and practices of effective leadership and management within own role.</li> <li>• Have experience of school improvement strategies and the process of school self-evaluation</li> <li>• English as an additional language – strategies to employ</li> <li>• Awareness of specialist resources and environmental needs of children with special needs.</li> </ul>	Application form Letter References Interview

	<ul style="list-style-type: none"> <li>practise.</li> <li>Be able to demonstrate principles and practices of monitoring/assessment/evaluation</li> <li>Have a clear understanding of principles and practices of pupil behaviour management</li> <li>Have effective influencing/coaching/communication skills</li> <li>Have the ability to work in/lead teams/partnerships to deliver improvements</li> <li>Knowledge of what constitutes effective teaching and learning including different learning styles/teacher exposition.</li> <li>Ability to model and promote best practise</li> <li>Committed to the professional development of all staff not just your own.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of having difficult conversations with a positive and effective outcome.</li> </ul>	
<b>Practical/intellectual skills</b>	<ul style="list-style-type: none"> <li>Good time management and able to work to deadlines.</li> <li>Able to cut to key priorities and information that makes the real difference.</li> <li>Be a reflective practitioner</li> <li>Engage pupils in their learning .</li> <li>Engage adults</li> <li>Communicate well and be a good listener for positive change.</li> </ul>	<ul style="list-style-type: none"> <li>Wanting to build leadership skills and demonstrate initiative</li> <li>Willingness and ability to contribute to whole school development.</li> </ul>	<p>Application form Letter References</p>
<b>Disposition and Attitude</b>	<ul style="list-style-type: none"> <li>Able to work as part of a team</li> <li>Able to deliver the expected culture, ethos and vision of the school.</li> <li>Able to work on own initiative</li> <li>Excellent organisational skills</li> <li>Excellent interpersonal skills</li> <li>Highly motivated and dedicated</li> <li>Ability to listen and value opinions of others</li> <li>Flexible, enthusiastic with a sense of humour</li> <li>Retain confidentiality</li> <li>Punctual and reliable</li> <li>Have a sense of humour, fun</li> <li>Resilience and a positive attitude</li> </ul>	- Ability to transfer a love for learning to pupils	<p>Application form Letter References Interview</p>
<b>Personal Circumstances</b>	<ul style="list-style-type: none"> <li>Should be able to allow for some out</li> </ul>	<ul style="list-style-type: none"> <li>Non smoker</li> </ul>	<p>Application form</p>

	<p>of hours working e.g. school functions, residential, meetings, training, twilights etc</p> <ul style="list-style-type: none"><li>• Clear CRB record</li><li>• Good health and attendance record</li><li>• Not required to ask for time off in the working term- contract expectations.</li></ul>	<ul style="list-style-type: none"><li>•</li></ul>	<p>Letter References</p>
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NMG May 19