



Shipley C of E Primary

Teacher Recruitment Information Pack

Full time - to start Sep 2022

Main scale (M1 – M6)



Closing date: 12pm Wednesday 18th May 2022

Interview: Thursday 26th and Friday 27th May 2022

Nurturing creative thinking for life long learning



Contents

Welcome letter from CEO of BDAT	Page 3
Shipley Academy Vision and Values	Page 4
About BDAT	Page 5
BDAT Mission, Vision and Values	Page 6
Teacher Advert	Page 7
TA Job Description & Person Specification	Page 8 - 13
How to find us	Page 14
Selection Process Guidance	Page 15 - 16



Welcome to Bradford Diocesan Academies Trust

Dear Applicant

On behalf of BDAT and the Governors of Shipley Primary school, we would like to **thank you** for showing an interest in the Teaching post at our school.

Set in the heart of Bradford, Shipley Primary school is a community where we are incredibly proud of our unique children, supportive parents, great staff and forward thinking governors.

At the centre of Shipley CE School lies a learning community that embraces every opportunity to offer an exciting, social, multi-cultural and pioneering educational experience for each and every one of our learners.

We have a dedicated team who are fun, friendly and motivated to ensure that each learner is stretched and that they experience fulfilment in learning every single day.

Thank you again for your interest in our school. We very much look forward to receiving your application.

Yours sincerely



Carol Dewhurst
Chief Executive Officer, BDAT



Shipleigh CE Primary School Vision and Values

Nurturing Creative Thinking For Life-Long Learning

At Shipleigh CE Primary School we are all working together to achieve our vision for the school. It is entirely focused around the belief that we are all unique learners of equal value and loved by God.

We...

- Inspire confidence and creativity within a forward thinking environment.
- Equip all learners to develop their academic, emotional, spiritual and moral potential. Our pupils are happy, well-rounded life-long learners.

Our vision is rooted in the bible

Jesus said 'I have come that you may have life in all its fullness' (John 10:10) He calls us to a full life in mind, body, heart and spirit. Therefore, we believe the purpose of education is to nurture learners who: Don't stop learning. Don't stop being teachable. Don't stop growing. Who remain life – long learners, and keep the wonder of the moments.

We all support and trust each other on our journey to realise the Shipleigh School vision.

As a team, we instil in our children the values to support them in becoming confident, independent and successful lifelong learners. Shipleigh CE Primary School values are:

Love, Honesty, Thankfulness, Forgiveness, Resilience, Respect



About BDAT

Shipley Primary School is an academy within Bradford Diocesan Academies Trust. If you are successful in being appointed, the Trust will be your employer.

General Information and Background

Bradford Diocesan Academies Trust (BDAT) is a Multi-Academy Trust (MAT) supporting 17 primary and secondary schools in Bradford. We are a Trust which prides our self in delivering great education outcomes and life opportunities for all our children. We are an inclusive Trust working with children from a rich range of backgrounds who reflect our communities and the city we serve. We are proud to be all about Bradford and developing the future generation of lifelong learners who will go on to achieve incredible things.

BDAT is a Trust which recognises each of our schools is unique. We actively encourage and celebrate difference as we know each of our schools serves very different communities. However we also know that a key strength of being part of a Trust means together our schools can support each other, learn from each other and share great practice. As importantly we know from working our way through the COVID pandemic, that a problem shared really can be a problem halved, and by working together we can save ourselves time, money and lots of duplication of work.

We are a Trust which is value-led and we know it is important that we consistently live these values. The Trust's mission is **"to provide education of the highest quality within the context of Christian belief and practice."** We strongly believe every child only has one chance at a good education.

Our core Trust values are **aspiration, inclusion, compassion, resilience and excellence**. We seek to model these values in all we do, including how we recruit and develop our staff, how we teach our students and how we liaise with our families, friends and partners. We are a proudly Christian organisation committed to providing high-quality education for all within our ethos. Whilst robust Christian principles underpin the work of the Trust, everyone is encouraged to explore their own spirituality and to recognise and understand that of others. We describe ourselves as having inclusive values believing these are as appropriate and important to staff and students of all faiths (and to those without faith) as they are to those who practice within the Church of England. It is for this reason we choose to support and sponsor Non-Church of England Academies, as well as those within the faith. Therefore, we welcome applications for this role from employees of all faiths as long as they understand and can promote the values which we share.

BDAT is a large Trust, however we pride ourselves in knowing and understanding our schools. We are all part of the BDAT family and we all have the same motivation – to see our children succeed. For more information about us follow us on twitter [@wearebdatt](https://twitter.com/wearebdatt) or visit www.bdat-academies.org



BDAT's Mission, Vision and Values

BDAT's mission is:

'To provide high quality education within the context of Christian belief and practice so that every child can fulfil their academic potential and accomplish their individual goals'

Our vision is:

'That every student in a BDAT academy gets a happy and high quality education enabling competence, confidence and character to thrive; and that our Academies become the schools of choice in Bradford.'

Our values are:

- Aspiration.** We set high expectation for ourselves, our children and our staff so that each of us is supported to achieve our own potential. We expect nothing but the best from ourselves and from others.
- Inclusion.** We understand everyone is equal, without exception. We value and encourage diversity and difference. We proactively seek to learn from others.
- Excellence.** We provide rigorous support and challenge to our schools and our students. We strive for excellence in all we do.
- Compassion.** We care for each other. We respect each other and treat our friends and colleagues how they would expect to be treated. We make sure we are safe, feel loved and are actively supported at all times.
- Resilience.** We are ambitious and reflective. We are determined and brave in making decisions and when facing challenges. We expect our schools to provide us with the skills and knowledge to guide us through our future as life-long learners.



Teacher

Shipley CE Primary School

Main scale M1 – M6
Full-time to start Sep 2022
(Both Permanent and Fixed Term positions available)
We are all unique learners and loved by God.

Shipley CE Primary School is looking for an excellent teacher with enthusiasm, flair and creativity to join our family school. We strive to nurture happy, well-rounded life-long learners who have an ongoing positive impact on their diverse community and beyond.

As a valued member of our team, you will play a vital role in our school improvement journey and in providing quality learning and support for all our pupils.

If you have the skills and abilities, we would love to meet you.

The successful candidate will:

- Consistently deliver teaching and learning which will maximise pupil progress.
- Have a proven track record of raising attainment.
- Motivate and inspire children with high expectations.
- Be an ambitious and resilient team player with strong interpersonal skills.
- Be committed to the safeguarding and wellbeing of all children.
- Be committed to maintaining and developing the Christian character of school.

We can offer:

- Supportive, motivated and committed staff and governors who strive relentlessly to seek the best outcomes for all our children.
- A diverse community with enthusiastic and motivated pupils who want to learn.
- An exciting opportunity to be part of a team who focus on the health and wellbeing of children.
- An exciting and unique place to work where you can make a real difference.

Application forms can be found on the website: <https://www.shipleyceprimary.org.uk>
Visits are encouraged. Please contact the school on 01274 583900 to arrange.

Closing date: Wednesday 18th May, 12pm
Observations: Thursday 26th May Interviews: Friday 27th May

We are committed to safeguarding and promoting the welfare of children. All posts are subject to an enhanced DBS check. Proof of eligibility to work in the UK will be required

Please note: CVs are not accepted for this post.

Nurturing creative thinking for life long learning



Post title:	Class Teacher
Academy:	Shingley CE Primary
Pay range:	Main scale
Line manager:	The Headteacher & members of SLT
Supervisory responsibilities:	Responsibility Teaching Assistant

Job Description

Core purpose

All teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards (2012) (Updated 2013). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Shingley CE Primary is fully committed to safeguarding children and promoting their welfare and expects all staff to share in this commitment. All posts are subject to an Enhanced DBS with Barred List check.

This Job Description is furnished to assist staff joining Shingley CE Primary to understand and appreciate the work content of their post and the role they are to play in the organisation.

Whilst every endeavour has been made to outline the main duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. This job description is not a definitive list of responsibilities but identifies the key components of the role. The post holder will, therefore, be required to undertake other reasonable duties commensurate with the purpose and salary level of this post.

Employees should not refuse to undertake work, which is not specified on this form, but they should record any additional duties they are required to perform, and these will be taken into account when the post is reviewed.

Shingley CE Primary is an Equal Opportunities Employer and requires its employees to comply with all current equality policies both in terms of equal opportunity for employment and access to the School's Services.

Shingley CE Primary is committed, where possible, to making any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.



Duties and responsibilities

Teaching

Deliver the curriculum as relevant to the age and ability group/subject/s that you teach.

Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.

Be accountable for the attainment, progress and outcomes of pupils' you teach.

Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn.

Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject).

If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics.

Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.

Make accurate and productive use of assessment to secure pupils' progress.

Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study.

Use relevant data to monitor progress, set targets, and plan subsequent lessons.

Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.

Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document.



Be responsible for the learning and achievement of all pupils in the class/es ensuring equality of opportunity for all.

Be responsible and accountable for achieving the highest possible standards in work and conduct.

Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.

Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.

Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012).

Take responsibility for promoting and safeguarding the welfare of children and young people within Shingley CE Primary.

Behaviour and Safety

Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.

Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.

Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.

Have high expectations of behaviour, promoting self-control and independence of all learners.

Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document.

Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following Shingley CE Primary protocol/procedures.

Team working



Participate in any relevant meetings/professional development opportunities at Shipley CE Primary, which relate to the learners, curriculum or organisation of Shipley CE Primary including pastoral arrangements and assemblies.

Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.

Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments.

Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.

Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.

Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document.

Administration

Register the attendance of and supervise learners, before, during or after school sessions as appropriate.

Participate in and carry out any administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document.

Professional development

Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and wellbeing, refining your approaches where necessary responding to advice and feedback from colleagues.

Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal.

Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012.

Wider responsibilities

Work collaboratively with others to develop effective professional relationships.

Deploy support staff effectively as appropriate.



Communicate effectively with parents/carers with regard to pupils' achievements and well-being using Shipley CE Primary systems/processes as appropriate.

Communicate and co-operate with relevant external bodies.

Make a positive contribution to the wider life and ethos of the school.

To have professional regard for the ethos, policies and practices of the Shipley CE Primary in which you teach, and maintain high standards in your own attendance and punctuality.

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but it will be reviewed annually as part of the performance management process or as appropriate.

Person Specification

Class Teacher

Qualifications

Qualified teacher status or recognised equivalent (application form).

Experience

Teaching experience with the age range and/or subject(s) applying for.

Knowledge and skills

1. The ability to effectively:
2. Create a stimulating and safe learning environment
3. Establish and maintain a purposeful working atmosphere.
4. Plan, prepare and deliver the curriculum as relevant to the age and ability group/subject that you teach, other relevant initiatives and the Shipley CE Primary own policies.
5. Assess and record the progress of pupils' learning to inform next steps and monitor progress.
6. Demonstrate a commitment to equal opportunities and use a variety of strategies and practices to promote the diverse cultural and equality issues in the classroom.



7. Teach using a wide variety of strategies to maximise achievement for all children including those with special educational needs and high achievers and to meet differing learning styles.
8. Encourage children in developing self-esteem and respect for others.
9. Deploy a wide range of effective behaviour management strategies, successfully.
10. Communicate to a range of audiences (verbal, written, using ICT as appropriate).
11. Use ICT to advance pupils' learning, and use common ICT tools for their own and pupils' benefit.

Commitment

Demonstrate a commitment to:

1. Equalities
2. Promoting the school's vision and ethos
3. High quality, stimulating learning environments
4. Relating positively to and showing respect for all members of the school and wider community
5. Ongoing relevant professional self-development
6. Safeguarding and child protection



How to Find Us MAP



Otley Road, Shipley, BD18 2TP
T: 01274 583900
E: office@shingley.bdat-academies.org
W: shingleyceprimary.org.uk



2nd Floor, Jade Building, Albion Mill,
Albion Road, Bradford, BD10 9TQ



T: 01274 909120

E: info@bdac-academies.org

W: www.bdac-academies.org

Selection Process Guidance

Safeguarding

We are committed to safeguarding our pupils and will assess the candidate's suitability for working with children as part of the selection process. We will check the accuracy of all information and investigate any perceived anomalies. We take up references prior to interview and use these to verify the information you have given us. Firm offers of employment are never made without satisfactory references. All potential employees are subject to an enhanced disclosure from the Disclosure and Barring Service.

Inclusion

As a Trust we are an inclusive employer. We welcome applications from candidates of all backgrounds, faith, ethnicities or with any protected characteristics. We are simply looking for the very best candidate for the job and will assess your application only on the information in your written application or your performance at interview should you be successfully shortlisted.

We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, gender, religious beliefs, marital status, or sexual orientation. The person specification sets out the criteria used to assess candidates through the selection process.

Visits to the school

Visits to the school are warmly welcomed by prior arrangement, you will not be disadvantaged if you are unable to visit. Please contact school 01274 583900 to arrange a mutual appointment. The visit will give you an opportunity to ask questions about the role and the school to assess if this is somewhere you would like to work.

Applications

Please ensure that all parts of the application are completed. We do not accept CVs as part of the selection process. Please ensure that you demonstrate how your experience and skills make you suitable for the position. Applications can be submitted via email or paper copy. The application form is available on the school website: <https://www.shipleyceprimary.org.uk/>

Shortlisting

We assess all applications against the person specification criteria using the evidence you provide in your application. This is done by a panel of senior staff and governors. We carefully check all applications for anomalies.



Candidates who best meet the person specification will be invited to an interview. We will notify you by telephone with e-mail confirmation to follow. If you have not heard from us within 2 days of the shortlisting date, you have not been successful at this stage.

References

We request references for all candidates who are invited to interview. Requests will be made at the same time that candidates are invited to interview. Your first referee should be your current or last, employer.

Interview Process

The interview process will take place over two days – one for observation and one for a formal interview. Candidates will be informed of the decision by telephone.

Offer of Employment

We will make a verbal offer of employment by telephone on the day of the interview and this will be confirmed in writing. Any offer is made subject to:

- References satisfactory to us
- A satisfactory DBS check
- Provision of proof of identity and qualifications