



School Recruitment Pack

Class Teacher

January 2021



Grove House Primary School, Myers Lane, Bradford, West Yorkshire BD2 4ED

Telephone: (01274) 636921

www.grovehouseprimary.co.uk



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FANTASTIC Class Teacher Wanted – January 2021 **(Fixed for 2 terms)**

*Are you committed to improving pupil outcomes? Hardworking with a sense of humour?
We are looking for a class teacher to join our driven and passionate teaching team from
January 2021. If you are ready for the challenge of a 2 form entry, forward thinking primary
school then come and join us, as we continue our journey to Good.*

*You will need to be passionate, resilient and with the highest of expectations of our
pupils as well as the ability to work as part of a flexible, happy team.*

What Ofsted say (January 2019)

‘New leaders are now creating an ambitious and united culture of improvement’

‘Pupils’ attitudes to learning seen during the visit were positive’

*‘Pupils’ enthusiasm about different books, authors and the new reading spaces in
school is infectious.’*

As one of our Teachers we can offer you:

- ✓ *For the right candidate we will arrange staffing around you.*
- ✓ *Children who are motivated to learn*
- ✓ *For NQTs, a great development programme run by teachers and senior leaders*
- ✓ *Access to great tailored CPD and opportunities for further promotion*
- ✓ *The support of working alongside other experienced teachers*
- ✓ *A straight talking and energetic team with a great sense of humour*

Ready for the challenge?

*Although we are unable to show you around the school at this time, we would invite
interested candidates to contact the Head of School to discuss the role in more detail.*

Please contact us to get an application pack.

Discover what a great career move working with us would be!

*Please contact: janet.pulford@grovehouseprimary.co.uk Mob: 07423 719796
for an application form and further details.*

Website: www.grovehouseprimary.co.uk Telephone: 01274 636921

Myers Lane, Bradford BD2 4ED

Closing date: Noon 7th December

Interview: 14th December



Dear Applicant,

Thank you for expressing an interest in our Class Teacher Vacancy.

We are seeking to appoint an outstanding, inspirational practitioner to become part of our dedicated teaching team. You may be an experienced teacher looking for a new experience, or a newly qualified teacher looking to make that first step in your career. If you are keen and motivated and want to be part of a straight talking, energetic team, then we want you!

As a teacher in our 2 form entry school, you will have high expectations of our pupils and work as a team alongside another other teachers to plan and deliver outstanding lessons, developing outstanding provision for our pupils. You will teach well behaved, motivated pupils who have a thirst for learning and a curiosity for the world around them.

You will join us at a key time in our journey. We have recently becoming the fifth school within Pennine Academies Yorkshire and feel free lucky to be working alongside our partner skills. We are keen collaborators and have already learnt a lot from each other.

At Grove House, you are guaranteed a tailored programme of professional development. Our NQTs follow a development programme run by experienced practitioners in our own cluster and alongside NQTs in the MAT. For more experienced teachers, we can offer CPD such as NPQML. We pride ourselves on developing others and playing our role in building a stronger sustainable Bradford.

Applications for this post can be submitted via post or email. We would recommend that your supporting statement is presented on no more than 2 sides of A4 paper, using size 12 font, stating your strengths on teaching and learning. Shortlisting will take place from 12 noon on Monday 7th December and we will contact you then via telephone to confirm that you have been shortlisted. Interviews will be held on Monday 14th December 2020

Although we are unable to welcome visitors into school at the moment, if you would like to know about this role, please contact the Head of School who will be happy to answer any questions.

We wish you every success in your application and look forward to meeting you.

Yours sincerely



Mr Roger Butterfields
Chair of Governors



Why Choose Grove House Primary School?

Grove House is not only an exciting place to work but is at an exciting place in its journey. Situated on the outskirts of Bradford, we serve the Bolton Woods area. We are a 2 form entry school and have a Local Authority Led Provision for pupils with a visual impairment. Currently we have 450 pupils on roll. The building itself is made up of well-resourced classrooms fit for the 21st century learning. We pride ourselves on our forward thinking approach to teaching and learning. The whole school has a wireless network, a class set of laptops and interactive whiteboards in every classroom. We are in the process of upgrading our ICT systems and hope to add sets of iPads to pupil learning resources in the coming year.

The Grove House Curriculum has recently been through a period of transformation. If you were to join us now, you would be a position to truly shape the learning experiences you give your pupils through a curriculum that is exciting and relevant. Our pupils want teachers who are motivated and willing to make everything they do count. They want exciting lessons with resources that are of a high quality where they can enjoy learning and prepare for the future.

The behaviour at Grove House is great and our pupils have recently been described by Ofsted inspectors as delightful. The school promotes tolerance and respect for people of all faiths and there is a real sense of harmony and dedication from staff and pupils alike. Inclusion is strong and pupils with additional needs are supported well. This can particularly be said of our children who spend some time in our additional provision. There is a strong sense of achievement with pupils genuinely celebrating the achievements of their peers and valuing one another's ideas.

Pupils enjoy coming to school. We reward good attendance by holding half termly attendance celebration assemblies where the focus is on thanking our families for their commitment. For children who gain 100% attendance each half term, a special afternoon of fun is organised, the most recent being a magic show in the hall. morning. In July, for pupils who have excellent attendance for the year, they are taken for a trip around the local area in a chauffeur driven stretch limousine!

In January 2018, we entered into a collaboration agreement with Crossley Hall Primary School. Over the past 2 years, this has provided us with expertise and capacity to make our school a fantastic place to be and learn. This partnership continues to grow and in November 2020, we became the fifth school within Pennine Academies Yorkshire. Our team of teaching assistant are confident and highly skilled.

Whether you are an NQT or a teacher looking for a new experience, deciding which school to apply to is key to the success of your career. It's important you apply to somewhere you feel you can make a positive contribution and can flourish. I would strongly recommend a visit to the school where I would be happy to show you around and answer any questions. I wish you every success in your application.

L Clapham

Miss L Clapham
Executive Headteacher



Job Description

Role: Class Teacher

Salary: MPS

Responsible to: The Senior Leadership Team

Range of Duties

1. Key Tasks & Responsibilities
2. Plan and prepare in order to teach, according to educational needs, children assigned to them.
3. Assess, record and report on the development, (intellectual, social, emotional and behavioural), progress and attainment of children.
4. To provide a stimulating and challenging learning environment for children.
5. Promote the general progress and wellbeing of all individual children within school.
6. Participate in performance management.
7. Participate in professional development.
8. To have knowledge of and implement all school policies.
9. Maintain good order and discipline and safeguard children's health and safety when concerned with both in and out of school activities.
10. Participate in all team planning meetings where appropriate.
11. Participate in national and school assessment procedures.
12. Ensure the teaching areas are tidy, with drawers clearly labelled, equipment neatly arranged and accessible.
13. Ensure care and replacement of both classroom and central equipment, labelled to the levels of the National Curriculum.
14. To encourage parental interest and involvement within school guidelines.
15. To abide by the internet acceptable use policy

Curriculum Responsibility

1. To monitor and evaluate the planning and delivery of the above named curriculum area throughout school and be responsible to the Headteacher.
2. To be responsible for monitoring standards in the above named subject across school taking appropriate action where necessary.
3. To be responsible for writing an action plan detailing the development of the above named subject over this academic year, to be monitored and evaluated by the curriculum manager.
4. To be responsible for ordering resources for the above named subject working within the agreed action plan and a specified budget delegated by the Headteacher

NB This is subject to curriculum time being given over to facilitate curriculum leadership and an understanding that in the event of subject specific inspections a whole school responsibility will be taken for the subject.

Please note:

This job description is subject to an amendment Document. Reviews will normally take place at the end of an academic year or earlier where necessary; and following consultation with yourself.

Should there be a disagreement under the above paragraph then you have a right to appeal under Paragraph 6, Grievance Procedures of the Personnel Manual 'General Scheme of Conditions of Service for School Teachers'. (Teachers in voluntary aided schools should follow the agreed procedure relating to voluntary aided schools).



Personal Specifications
(E=Essential D=Desirable)

Education and Training

- | | |
|--|---|
| 1. Qualified Teacher Status | E |
| 2. First Degree or Equivalent | E |
| 3. Evidence of Continuing Professional Development particularly in Literacy | E |
| 4. Up to date knowledge and understanding of what constitutes effective teaching and learning | E |
| 5. Knowledge and understanding of special needs education | E |
| 6. Effective knowledge of both statutory and non-statutory content of current educational practice | E |
| 7. Current experience of the National Strategy Renewed Frameworks. | E |
| 8. Willingness to participate in development and training opportunities. | E |

Relevant Experience

- | | |
|--|---|
| 9. Experience as an excellent primary practitioner | E |
| 10. Experience of children with Special Needs | E |
| 11. Proven experience of monitoring and evaluating teaching and learning, school improvement planning, curriculum leadership and staff development | E |
| 12. Proven ability of working with parents and the community | E |
| 13. Experience of pastoral care with both pupils and staff | E |
| 14. Experience of assessment procedures | E |
| 15. Awareness of child development. | D |
| 16. Knowledge of childcare. | D |
| 17. An understanding of the issues relating to pupils who have additional learning needs, more able and special educational needs. | D |
| 18. An understanding of the needs of a multicultural society | D |
| 19. Experience of working with a team delivering staff development initiatives | D |

Skills and Aptitudes

- | | |
|---|---|
| 20. Ability to relate well to pupils and adults | E |
| 21. Work constructively as part of a team. | E |
| 22. Ability to remain calm under pressure | E |
| 23. Demonstrate good co-operative, interpersonal and effective listening skills. | E |
| 24. Demonstrate a commitment to working with children of the relevant age. | E |
| 25. Good sense of humour | E |
| 26. Flexibility and willingness to accept change. | E |
| 27. Approachable, courteous and able to present a positive image of the school to callers and visitors. | E |
| 28. Maintain confidentiality in matters relating to the school, its pupils, parents and carers. | E |
| 29. Good numeracy/literacy skills. | E |
| 30. Ability to use relevant technology after training if required. | E |
| 31. Keyboard / computer skills. | E |
| 32. Ability to understand classroom roles and responsibilities and your own position within these. | D |
| 33. Ability to motivate commitment among all staff groups and to lead staff meetings | D |



Personal Circumstances

- 34. Will not require holiday leave during term time. E
- 35. Must be legally entitled to work in the UK (Asylum and Immigration Act 1996). E
- 36. No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (DBS check required). E
- 37. Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2012. E
- 38. Ability to cope with requirements of the post, which may include working with pupils who have emotional and behavioural difficulties or physical difficulties. E
- 39. For posts working with pupils who have physical difficulties, it may be an unavoidable core component of the job for the post holder to be capable of lifting and carrying pupils, within school policies and practices. E





Application for Employment (Confidential)

1. Job Details

Job title:	
Advert reference number	
Closing Date	

2. Personal Details

Surname	
Forename(s)	
Previous Surnames(s)	
Title	
Home Address	
Correspondence address (If different)	
Telephone number(s)	
Email address	
Driving License holder?	
National Insurance Number	
Religious Denomination*	

**The Governing Body may take religious denomination into account for this post in accordance with the Schools Standards Framework Act 1998 and the Employment Equality regulations 2003*

At Grove House Primary School we are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at, Grove House Primary School. We recognise our responsibility to safeguard and promote the welfare of all our pupils by protecting them from physical, sexual or emotional abuse, neglect or bullying.

Do you speak or write any languages other than English?	Speak	Write

Job Sharing

If this post is full time and has been advertised as being suitable for job sharing please tell us whether you are applying for a full time post or willing to job share.

Full time Job Share either



3. Current Employer

Current Job Title	
Employer's name	
Employer's address	
Date employment started	
Date employment ended	
Main Duties	
Salary / Wage	
Additional allowances	
Length of Notice	
Full time or part time*	

*how many hours?

4. Previous Employment

Name and address	Position Held FT/PT?	Salary/Wage	Date From	Date to	Reason for leaving

5. Education

Qualification(s)	Results	School, College or University	How Obtained*	Date to	Start and End dates

*Full time / Part time / Correspondence



If you qualified after 7th May 1999 please complete the following section must provide the following:

Date of Qualification	
Teacher reference number	
Date of completion of Induction	
Class and division of your degree	
Honours degree?	
What age ranges have you been trained to teach?	

6. Courses and additional qualifications

Course title	Where attended	Date range	Outcome





7. Personal supporting statement

In no more than 2 sides of A4 please write a supporting statement outlining you professional, subject and leisure interests, and any skills, knowledge and experience to demonstrate that you meet the criteria specified in the personal specification.



8. References

Name of referee	Status or Job	Contact details including address, email address and telephone number	May we approach them before interview?
1.			
2.			
3.			

It is our policy to take up references for shortlisted candidates. Give names and addresses of three referees, one of which should be your present or most recent employer, and if applying for a school with a religious character one of which should be from your parish priest or other religious leader. If you are known to your referee/s by a former name please supply the name by which you were known. Your referee should have direct knowledge of your professional capacities and performance.

We reserve the right to take up references with any previous employer.

If you are applying for a teaching post or working with children and are employed by another LA or an independent school your employer will be asked to provide a reference, in which the following will be required. Any reference must include any disciplinary action taken relating to any offence against children or disadvantaged adults, including any in which the penalty has expired and whether the applicant has been the subject of any child protection concerns and any outcomes. If you are not currently employed by an LA or independent school please name three referees, one of which should be your present or most recent employer. Referees should have direct knowledge of your professional capacities and performance.

