



THE DIOCESE  
OF GLOUCESTER  
ACADEMIES TRUST  
*unlocking potential*



Class Teacher – Year 3/4  
Recruitment Pack  
Longney CofE Primary Academy





Dear Applicant,

The closing date for completed applications is **Wed 22<sup>nd</sup> November 2023 at 12 Noon**. Interviews are scheduled to take place on before the end of November – date to be confirmed.

To submit your application please email the completed form to [admin@longney.gloucs.sch.uk](mailto:admin@longney.gloucs.sch.uk) before the closing date.

Yours faithfully,

Heather Francis  
Headteacher  
Longney CofE Primary Academy



The Diocese of Gloucester Academies Trust seek to appoint a part-time main scale class teacher 0.55 FTE on a fixed-term contract to work at Longney CofE Primary Academy. The start date of this post will be as soon as possible after interview and the end date will be 31<sup>st</sup> August 2024. The working hours are Monday – Friday afternoons each week, with PPA paid outside of these teaching hours as 10%. The job will be teaching in our mixed year 3 and 4 class to cover leadership time Mon – Thursday and covering PPA in our mixed year 1 and 2 class on a Friday afternoon.

We are seeking a teacher who:

- Is creative, enthusiastic and committed to the children and the school.
- Is willing to evaluate their own practise and keen to learn, adapt and improve through continuous professional development.
- Has high expectations for the attainment, behaviour and welfare of all children.
- Is kind, caring and wants the very best for the children in their care.
- Has good organisational skills and high standards of written and oral communication.
- Has good subject knowledge and understanding of the national curriculum.
- Can form positive, effective relationships within our close knit school community, taking an active part in all aspects of school life.
- Will support and promote the schools vision and values.

We can offer:

- Wonderful pupils who enjoy learning and a supportive, friendly school community.
- Caring and experienced staff who work incredibly hard as a team for the children at Longney.
- Good CPD, support and training opportunities through our membership of the Diocese of Gloucester Academy Trust.

Further details and an application form can be downloaded from the vacancy area of our website at the bottom of our staff page here: <https://www.longney.gloucs.sch.uk/web/vacancies/596183>



If you would like an informal conversation about the role or to visit the school, please contact Heather Francis, Headteacher on 01452 720461 or email [head@longney.gloucs.sch.uk](mailto:head@longney.gloucs.sch.uk)

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The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate. Our Child Protection and Safeguarding Policy can be found on the policies section of our school website. Our policy for recruitment of ex-offenders can be found alongside this recruitment pack on the website.



## Job Description

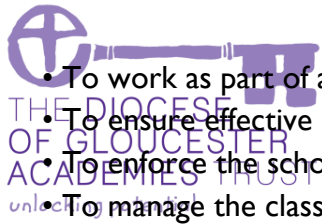
<b>Job Title:</b>	Class Teacher
<b>Responsible to:</b>	Headteacher
<b>Line Management:</b>	Headteacher
<b>Contract Type:</b>	Fixed term contract to cover sick-leave.

### Overall Purpose of this post:

To carry out the professional duties of a teacher as required by the school in agreement with the most recent version of the School Teachers' Pay and Conditions Document and in accordance with the school's policies under the direction of the Head teacher.

### Duties and Responsibilities:

- To undertake your duties, as required by the Teachers' Standards.
- To be committed to the ethos and success of the school.
- To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
- To have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development.
- To comply with the school's systems, structures, policies and procedures, in particular those related to child protection and safeguarding.
- To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
- To adapt teaching styles to suit all learners and provide a supportive learning environment.
- To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.



- To work as part of a team to evaluate and develop pupils' learning needs.
- To ensure effective communication with colleagues and support and plan for teaching assistants to be effective and efficient in the classroom.
- To enforce the school's Behaviour Policy through excellent classroom management.
- To manage the classroom and teaching equipment to create a positive learning environment which makes effective use of available resources.
- To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
- To be familiar with the Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
- To self-evaluate your teaching in order to improve effectiveness.
- To be committed to the school's assessment and monitoring system for pupil progress.
- To systematically assess and record pupils' academic and social progress, and use the results to inform lesson planning decisions.
- To monitor both class work and homework, provide constructive feedback and marking, and set informed targets for pupil progress.
- To report on each individual pupil's progress to the Headteacher and parents as required.
- To implement the school policy with regard to registration, student absence and uniform and enforce school rules relating to behaviour and health and safety.
- To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents' evenings, which may require some out-of-hours availability.
- To participate in appropriate meetings with colleagues and parents and carry out administrative tasks relative to the above duties.
- To carry out a share of supervisory duties in accordance with published rotas.
- To be responsible for a subject and develop plans which identify clear targets and success criteria for its development and / or maintenance during given subject leader time.
- To contribute to whole school development activities and targets.

**Uphold high standards within the profession by:**

- Conforming to the Teachers' professional standards
- Performing at a standard commensurate with grade as articulated by the school
- Upholding and adhering to the policies and procedures of the school.
- Evaluating own teaching critically to improve effectiveness.
- Taking a full part in CPD and school development across the school.



## **Other**

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

## Person Specification

	Essential	Desirable
<b>Qualifications</b>	Qualified Teacher status	
<b>Experience</b>	The Class Teacher should have experience of teaching within the primary age range either employed or as a student.	Teaching in a mixed age class. Teaching in year 3 and 4.
<b>Knowledge and understanding</b>	<p>The class teacher should have knowledge and understanding of:</p> <p>The EYFS, Key Stage 1 and 2 curriculum.</p> <p>Safeguarding and Child Protection procedures.</p> <p>The theory and practice of providing effectively for the individual needs of all children providing personalised learning (e.g. classroom organisation and learning strategies).</p> <p>Statutory National Curriculum requirements at the appropriate key stages.</p> <p>Monitoring, assessment, recording and reporting of pupils' progress including statutory testing.</p> <p>The statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEN and Child Protection.</p> <p>The positive links necessary within school and with all its stakeholders.</p> <p>Effective teaching and learning styles.</p>	<p>Experience of writing school reports and attending parent's evenings.</p> <p>Evidence of a range of CPD and commitment to further professional development.</p>
	<p>The class teacher will be able to:</p> <p>Set high expectations which inspire, motivate and challenge pupils.</p> <p>Create a happy, challenging and effective learning environment.</p>	<p>Evidence of outstanding teaching</p> <p>Evidence of excellent progress made by groups or individual pupils.</p>





<b>Skills</b>	<p>Manage behaviour effectively including the promotion of learning behaviours.</p> <p>Plan well structured, exciting and relevant lessons using appropriate differentiation to match learning to pupil's needs.</p> <p>Raise standards through accurate assessment before, during and after lessons.</p> <p>Show commitment to personal welfare and safeguarding of children.</p> <p>Promote and support the school's aims and ethos.</p> <p>Develop good personal relationships within a team.</p> <p>Establish and develop close relationships with parents, governors and the community.</p> <p>Communicate effectively (both orally and in writing) to a variety of audience.</p>	<p>Experience/interest in a particular aspect of the National Curriculum, eg. Computing, Science.</p> <p>Evidence of taking part in activities to contribute to the wider life of the school.</p>
<b>Personal characteristics</b>	<p>The teacher will have the following personal characteristics:</p> <p>Open and self-evaluative with a growth Mindset.</p> <p>Professional at all times.</p> <p>Eager to develop into an outstanding teacher.</p> <p>Caring</p> <p>Honest</p> <p>Self-motivated</p> <p>Collaborative team member with excellent interpersonal skills</p> <p>Sense of Humour</p> <p>Has an enthusiasm for life and teaching!</p> <p>Suitable to work with children</p> <p>Committed to the Academy Vision</p>	<p>Demonstrate the use of these qualities in a school setting.</p> <p>Bring personal interests and enthusiasm into the school setting.</p>
<b>Additional Requirements</b>	<p>A DBS will be required prior to appointment</p> <p>Good health and attendance record</p> <p>Good references</p>	



## Background Information

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are currently twenty primary and one infant school within the Trust. Twenty of the schools have Church of England schools designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

### *Our vision is to enable all to flourish.*

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

### *Our aims are to be:*

- Authentically Christian
- Boldly passionate about excellence in learning
- Relentlessly driven in our aspiration for everyone

### *Our core principles:*

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
- Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
- We act with integrity; we are open to challenge and we are reflective about our practice
- We treat everyone with dignity and respect
- Through collaboration, in a nurturing community, we grow, learn and achieve

### *School is Trust and Trust is School*



In order to support the Trust's academies, DGAT provides the following support:

THE  
OF GLOUCESTER  
ACADEMIES TRUST  
unlocking potential  
School Improvement  
Christian Character

- HR and Legal
- Finance and Business
- Premises and Insurance
- Compliance and GDPR