

# Class Teacher Application Pack



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*We are committed to safeguarding and promoting the welfare of children and this post is subject to an enhanced DBS check and proof of identity and qualifications*



May 2017

Letter from the Headteacher

Dear Applicant

The Governors and I are delighted that you have expressed an interest in applying for our 0.4 FTE teaching post at Pickering Community Infant and Nursery School. In this pack, there is information about our school and the community as well as a job description and personal specification for this role. Please ensure that you use the person specification to outline, as appropriate on your application form, how you meet the essential criteria and any of the desirable criteria for these posts.

We have a highly motivated and supportive staff team, which is a key factor in enabling us to move to a system of professional development that harnesses a collaborative coaching model to continue our relentless drive on developing and improving standards in teaching and learning. We are looking for a class teacher who feels that this model of collaborative learning will support them in their professional development. We are also looking for a teacher who understand the importance of learning focused lessons rather than task driven lessons.

We would like to welcome applicants to come and visit us. Please telephone our School Business Manager, Mrs Paula Newby, to arrange your visit on Wednesday 17th May at either 8.15am or 4.15pm. We will be happy to talk to you, show you around and provide you with a school brochure.

If you would like to apply for this post, please complete the application form and submit to the school, by post (Pickering Community Infant and Nursery School, Ruffa Lane, Pickering, YO18 7AT) or email ([admin@pickering-inf.n-yorks.sch.uk](mailto:admin@pickering-inf.n-yorks.sch.uk)), with a formal letter of application by 11.30am on Monday 22<sup>nd</sup> May. The letter should address the following; *'What are the key elements of successful teaching and learning?'* The letter should be no longer than a side of A4 with a minimum font size of Arial 12. Please do not send a CV.

Enhanced DBS disclosure is necessary for this post. We are committed to safeguarding and promoting the welfare of children and an enhanced DBS check and proof of identity and qualifications is required.

I hope what you read in these pages excites you and encourages you to apply. I look forward to receiving your application.

Yours sincerely

*Sarah Gillam*

Mrs Sarah Gillam

Headteacher



## Welcome to our school

At Pickering Infant and Nursery School we work hard to provide learning experiences that excite and enthuse the children. We want every child to feel the joy of learning and to make their time at Pickering Infants unforgettable. The staff and governors are committed to this vision for learning.

Pickering Infant School is a 2.5 form entry school. We also have a 26 FTE Nursery. Numbers fluctuate year on year and class structure and organisation reflect this. The class structure is currently

- 1 x Nursery
- 2 x Reception
- 1 x Rec/Year One
- 1 x Year One
- 1 x Year One/Two
- 2 x Year Two

The school works closely with Pickering Junior School where the vast majority of our children are educated from Year 3 onwards. Transition arrangements are very successful and we are currently working with the Junior School staff to continue to develop policies and practice that are consistent between the two schools.

The school is blessed with a fun loving, hardworking and committed staff team who always work together to support each other. They have the children at the heart of everything they do. This was recognised in our Investors in People review where the assessor stated:-

*'This is a school 'with a big heart' and a tremendous team of people.  
The site visit was an absolute pleasure and each individual truly inspirational.  
The values 'learning caring sharing' are at the heart of everything that the school does  
Everyone at the School demonstrates a pride and loyalty and are great advocates of the school'*





## Aims of our school

### Learning

We nurture all of our children in order for them to:

- Develop a lifelong love of learning through first hand experiences both in the classroom and beyond
- Have the courage to try new things and be brave enough to sometimes get things wrong
- Evoke curiosity and an eagerness to learn

### Caring

We help our children to:

- Care for themselves, for other people and for the world in which they live
- Recognise and value each and every individual
- Feel safe and secure and to have a sense of belonging

### Sharing

We encourage our children to:

- Learn independently, with others and within their wider community
- Share everyone's achievements, however large or small
- Be proud of themselves and each other





**PICKERING COMMUNITY INFANT AND NURSERY SCHOOL  
CLASS TEACHER**

<b>JOB TITLE:</b>	Teacher
<b>GRADE:</b>	MPS
<b>RESPONSIBLE TO:</b>	Headteacher
<b>RESPONSIBLE FOR:</b>	Teaching Assistants Support
<b>JOB PURPOSE:</b>	To promote effective learning, appropriate achievement and educational, social and personal progress of all pupils for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.

**KEY RESPONSIBILITIES:**

- 1. Develop and maintain an up-to-date knowledge and understanding of the areas of teaching and pupil support for which post-holder is responsible**
- 2. Plan work to meet the learning needs of allocated pupils in a consistent and effective way**
- 3. Use appropriate teaching and classroom management strategies to motivate pupils and enable each to progress**
- 4. Monitor the progress of pupils for whom the post holder is responsible to set expectations and give constructive feedback**
- 5. Maintain appropriate records to demonstrate progress made by pupils**
- 6. Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate**
- 7. Make an active contribution to the policies and aspirations of the school**
- 8. Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils**
- 9. Report to parents and other agencies on the development, progress and attainment of pupils**

To fulfil all of the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment of teachers and ensure that the current national conditions of employment for school teachers are met.

To fulfil all of the responsibilities and duties required by the School's policies on teaching and learning.

## Class Teacher Person Specification

The Selection Panel will be looking for evidence that the candidate has demonstrated his/her ability to fulfil the following criteria. Please pay careful attention to those elements that you need to identify your ability to meet through the application form only and ensure that you include appropriate reference to these in your application form.

QUALIFICATIONS AND TRAINING	Essential	Desirable	Identified through
Qualified Teacher Status	✓		Application form, qualification documents
Evidence of continuous professional development	✓		Application form
KNOWLEDGE AND EXPERIENCE	Essential	Desirable	Identified through
Experience of working in a Foundation Stage or Key Stage One classroom	✓		Application form, interview and references
Thorough understanding of best practice in learning and assessment strategies for children in Foundation Stage and Key Stage One	✓		Application form, letter, interview and references
Thorough, up-to-date knowledge of a range of behaviour management strategies and how to implement them effectively	✓		Application form, teaching, interview and references
Thorough knowledge and understanding of the Foundation Stage and/or Key Stage One Curriculum		✓	Interview, teaching and references
Experience of using Jolly Phonics and/or Letters and Sounds		✓	Application form
SAFEGUARDING	Essential	Desirable	Identified through
<b>Please note that this post is also subject to a satisfactory enhanced DBS disclosure</b>			
Demonstrate a commitment to safeguarding and the welfare of children and young people	✓		Application form, interview and references
Emotional resilience in working with challenging behaviours	✓		Application form, interview and references

<b>STRENGTHENING COMMUNITY</b>	<b>Essential</b>	<b>Desirable</b>	<b>Identified through</b>
Commitment to support and promote the ethos of the school	✓		Application form and interview
Ability to work as part of a team	✓		Application form, teaching, interview and references
Experience of building and sustaining effective relationships with parents and carers that enhance and support children's learning		✓	Interview and references
<b>PERSONAL REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>	<b>Identified through</b>
Ability to set high standards and provide a role model for staff and pupils	✓		Application form, teaching, interview and references
Ability to deal sensitively with people and resolve conflicts	✓		Application form
Good organisation skills	✓		Application form, teaching, interview and references
Passion for what you do!	✓		Application form, teaching, interview and references
A strong desire and commitment to work collaboratively with colleagues to develop teaching and learning in your own classroom, across the year group and across the school.	✓		Application form and interview





**0.4 FTE Key Stage One/Foundation Stage Teacher, initially 1 year fixed term contract  
1<sup>st</sup> September 2017 until 31<sup>st</sup> August 2018**

**MPS  
Children and Young People's Service**

Pickering Infant and Nursery School is a warm and friendly school, held in high regard by the local community. The Governors and I are looking to appoint a dynamic, highly motivated, caring and supportive teachers to maintain the ethos of nurturing, inspiring, challenging and motivating our children.

We are proud to offer you:

- a staff team that is exceptionally caring, motivated, professional and highly skilled
- a caring and supportive school community with children who are happy, confident, enthusiastic and love to learn
- extensive opportunities for professional development

We are looking for an inspirational teacher who:

- understands the importance of learning focused lessons
- is a strong team member who wants to work with colleagues to develop practice in their own classroom and across school
- is committed to working towards the highest possible standards of achievement and enjoyment for our children

This post is available following the return of one of our experienced foundation stage teachers from maternity leave to a part time post. The part time nature of this post will be initially for one year but subject to review in 2018. The year group available for this post is subject to the relevant experience and strengths of the appointed candidate and will be either a Reception or Key Stage One class teacher post.

**Visits to our school are welcomed on Wednesday 17<sup>th</sup> May at 8.15am and at 4.15pm**

**Applications are welcomed from NQTs**

**An application pack and further details are available on our website [www.pickering-inf.n-yorks.sch.uk](http://www.pickering-inf.n-yorks.sch.uk). Please send completed applications by post to the school Pickering Community Infant and Nursery School, Ruffa Lane, Pickering, North Yorkshire, YO18 7AT or via email to [admin@pickering-inf.n-yorks.sch.uk](mailto:admin@pickering-inf.n-yorks.sch.uk)**

**Closing date: 11.30am on Monday 22nd May 2017**

**Short listing: Tuesday 23rd May 2017**

**Interviews: Wednesday 7th June 2017**

**We are committed to safeguarding and promoting the welfare of children and an enhanced DBS check and proof of identity and qualifications is required for this post.**