



Blackko Primary School

Application Pack

Year 3 / Year 4
Temporary
Full Time
Class Teacher 2019



Contents

School Vision

Safeguarding Statement

Attendance Policy Statement

The Pennine Trust

Welcome Letter

Advert

Job Description

Person Specification

How to Apply



School Vision

Our aim is to provide a happy, pleasant and stimulating environment where relationships between all members of the community - children and adults - are based on mutual trust, understanding and respect. The family feel of our school helps each child to develop his/her own personality in a secure and caring environment where we are mindful that toleration and respect of others are necessary attributes in a modern British civilised society.

Safeguarding Statement

At Blacko Primary School, the welfare of the child is paramount. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff should understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided.

All post holders are subject to a satisfactory enhanced Criminal Records Bureau disclosure.

Our policy and practice are in line with the Department for Education's 'Keeping Children Safe in Education' Guidance 2018.

We recommend that you read and understand our schools Safeguarding Policy before applying to this post.



Attendance Policy Statement

This school is committed to achieving and maintaining a high level of attendance from all employees through the application of good management practice. All employees must recognise the importance of good attendance and ensure that any sickness absence is kept to a minimum.

Whilst supporting employees during periods of sickness, the School Management Team monitors levels of sickness absence in school regularly and takes action in accordance with the Guidelines adopted by the school to deal with unacceptable levels and frequency of sickness.

Good attendance enhances the service delivered by schools, minimises staffing difficulties and ensures the best value to the school. All employees in this school must understand the importance of good attendance to the operation, performance and image of the school and must show a commitment to achieving and maintaining a high level of attendance.

Pennine Trust

We are pleased to inform you that Blacko Primary School converted to the Multi Academy Trust – Pennine Trust from 1st September 2018.

We joined with Park High School, Laneshaw Bridge Primary School and Lord Street Primary School.

As a trust, our schools are all like-minded with the shared vision that by working in partnership we will improve the current educational outcomes, social mobility and wellbeing for all young people in our area.

Please see the attached vision and values under the application appendices.





WELCOME LETTER

Dear Applicant

Thank you for your interest in our advertised temporary post.

We are looking to appoint a highly motivated, enthusiastic teacher for our Year 3 / Year 4 classroom, with excellent practice and a strong commitment to working as part of a team who is keen to support the development of independent learning in our school.

The post will begin on 1st September 2019 and be for a year ending on 31st August 2020.

Blacko Primary School is a good school with an excellent local reputation. We are set in a rural position in East Lancashire. From all directions, we have views of rolling countryside, with Pendle Hill in the distance. The village of Blacko is well known throughout Lancashire because of Blacko Tower. It was built at around the same time as the school and is a focal point for miles around.

There are 103 pupils on roll and we are pleased to be continually oversubscribed. Our ethos is to develop young people with active and creative minds, a sense of understanding and compassion for others. We strive to create happy, confident and well-educated children where they will have the opportunity to create lasting memories of a wonderful start to their education.

We are proud of our dedicated and committed staff who strive to: provide excellent teaching and learning for all children; pastoral care second to none; a calm happy atmosphere; standards that are above average at the end of both key stages.

The Year 3/Year 4 Teacher has a very important role continuing to build on strong foundations from EYFS and KS1 whilst preparing children with the basis of their knowledge for KS2 as children progress in their educational journey through the school. In making this appointment, therefore, we will have regard to the potential exhibited by candidates as well as to their experience and welcome applications from newly qualified teachers. We are looking for a colleague who will contribute to our excellent standards and will form high quality 'relationships for learning' with staff, parents and children. We want to appoint a dynamic and innovative teacher who can make a real difference in moving us towards the next phase of our development of the school.

We look forward to receiving your application.

Yours faithfully

Kate Richards
Headteacher



ADVERT

Role: Year 3 / Year 4 Temporary Full-Time Teacher

Dates: 1st September 2019 – 31st August 2020

Pay Range: Main Pay Scale

We are looking to appoint either a candidate who has experience in teaching at KS2 or an NQT. The successful candidate will play a key role in maintaining our outstanding KS2 outcomes in both attainment and progress.

We are a school committed to:

- Providing all pupils with a creative and stimulating learning experience.
- Providing a challenging curriculum and supporting children to exceed their expectations.
- Developing the whole child in a caring and happy environment.

Blacko Primary School will provide:

- A strong school that provides all pupils with a creative and stimulating education.
- Polite, hardworking and enthusiastic children who are eager to learn
- An ambitious, happy and vibrant place to work with a family of supportive colleagues who are committed to promoting a warm and friendly atmosphere.
- A supportive working culture that focuses on challenging and stretching pupils' learning and high expectations for all children.
- Supportive governors and a senior leadership team that believes in distributive leadership.
- An active school community with supportive parents.
- Excellent professional development opportunities.



We are seeking to appoint a teacher who:

- A passionate, nurturing and inspirational and innovative teacher with the potential to become part of an outstanding teaching team.
- An excellent classroom manager who is well organised and committed to providing all pupils with a creative and stimulating learning experience.
- A team member who can develop excellent relationships with all members of our whole school community
- Has a high standard of professionalism, a commitment to the development of the ethos of our school and a determination to continuous improvement.
- Providing a challenging curriculum and supporting children to exceed their expectations with the ability to inspire, motivate and support our pupils.
- Is committed to the highest standards of learning, teaching, planning with knowledge of the Key Stage 1 and Key stage 2 Curriculum, including the KS2 Times Tables Check and Assessments.
- Has a genuine love of working with children and is committed to the development of the whole child in an inspiring and inclusive environment



JOB DESCRIPTION

JOB TITLE: Temporary Year 3 / Year 4 Class Teacher

ACCOUNTABLE TO: The Headteacher

Duties and Responsibilities

Planning, Teaching and Class Management

- To take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies, taking into account individual pupils' needs
- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons
- To work closely with colleagues to undertake medium and short-term planning and the implementation of agreed schemes of work
- Set tasks which challenge pupils and are matched to their learning needs
- Plan lessons in a way that will interest and engage all learners
- Ensure effective teaching and best use of available time
- To foster each child's self-image and esteem and establish relationships which are based on mutual respect and cooperative learning
- Create a learning environment which develops high levels of resilience, confidence and independence in learners when they tackle challenging activities
- Have high expectations of achievement and behaviour
- Give every child the opportunity to achieve their full potential
- To ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and positive learning behaviour are promoted in everyday classroom organisation and practice

Monitoring, Assessment, Recording, Reporting

- To ensure that marking, planning and all other school procedures are carried out rigorously
- Assess how well learning objectives have been achieved through marking and monitoring of work, questioning and discussion with pupils, and use this assessment to plan next steps
- Set targets for progress and ensure learners understand what they are doing well and how to improve
- Assess and record pupils' progress systematically and keep records to check work is understood and completed; to monitor strengths and weaknesses; to inform planning and to recognise the level at which the pupil is achieving
- Prepare and present informative reports to parents, senior staff and other professionals as required
- Ensure parents are well informed about the curriculum, attainment and progress of their child and the contribution they can make to support their child's progress
- Participate in Parents' Evenings and meetings with other involved professionals



Responsibility for Curriculum Development - Subject leader (Not NQTs)

- Lead the development of curricular materials, schemes of work, policy documents, teaching programmes and assessment strategies
- Keep abreast of national/local initiatives
- Manage a budget for area/s of responsibility

Responsibility towards other members of staff

- Contribute towards the professional development of members of staff
- Manage and supervise support staff working in the classroom
- Attend and contribute to school assemblies
- To work as part of a team in all aspects of school development and take an active role in school life, attending and participating in school events

Responsibility to Self

- Continue own professional development by attending relevant In-Service training, reading and by assessing and reviewing own methods of teaching
- Participate in Performance Management procedures
- Prioritise and manage own time effectively, particularly in relation to balancing the demands made by teaching and involvement in school development
- To uphold the school's behaviour code

Responsibility towards School Development

- Participate in discussions leading to the development of whole school policies
- Be mindful of the school's Aims
- Share the corporate responsibility for the well-being of all pupils
- Strive to maintain good order on a whole-school level in line with the school's Discipline policy
- Lead by example by setting high standards in relationships with others
- To set a good example in terms of dress, punctuality and attendance

Other Wider Professional Requirements

- Attend relevant staff and team meetings
- To support the aims and ethos of the school
- Understand fully the duties and responsibilities in relation to child protection and safeguarding children and young people
- **Understand fully the school's safeguarding and child protection policy and to ensure that all issues relating to pupils' safeguarding are reported immediately to the designated members of staff**
- To develop links with Governors, Pennine Trust, neighbouring schools and other relevant agencies.
- To liaise as appropriate with other professionals and outside agencies
- Establish and maintain effective working relationships with professional colleagues and parents



PERSON SPECIFICATION/SELECTION CRITERIA

| | |
|--|--|
| Job title: Year 3 / Year 4 Class Teacher - Temporary | Grade: Main Pay Scale |
| Directorate: Children and Young People | |
| Requirements (based on the job description) | Essential (E) / Desirable (D) |
| Qualifications | |
| Qualified teacher status | E |
| Degree | E |
| Experience | |
| Successful experience of teaching within KS2 | E |
| Experience of delivering high quality, well planned primary curriculum | E |
| A proven track record of outstanding teaching and learning at KS2 | D |
| Knowledge & Understanding | |
| Thorough knowledge of the Year 3 and Year 4 Curriculums | E |
| Thorough knowledge of the Core and Foundation subjects of National Curriculum | E |
| Good understanding of current theory and practice to achieve high standards in learning and teaching within KS2, specifically Year 3 and Year 4 | E |
| Skills & Abilities | |
| Experience of using data to identify underachievement and inform classroom practice | E |
| Ability to analyse and use data to inform planning and match work to pupils' needs | E |
| Evidence of effective use of assessment to raise standards | E |
| Ability to analyse and use data to inform planning and match work to pupils' needs | E |
| Ability to plan, monitor, evaluate and review for pupils' progress | E |
| Ability to work collaboratively and effectively in a team with staff, governors and parents | E |
| Ability to provide a stimulating, well-organised learning environment | E |
| Excellent classroom skills and the ability to use a range of positive behaviour strategies to effectively promote outstanding behaviour for learning | E |



| | |
|--|----------|
| Willingness to participate in school activities including extracurricular activities and school-related community events | E |
| Curriculum strengths which can be brought to the school | E |
| High level of written and oral communication skills and a high level of mathematical skills | E |
| Listen to, reflect upon and act positively on feedback | E |
| Curriculum strengths which can be brought to the school which support the School Improvement Plan priorities | D |
| Evidence of having influenced the quality of teaching and learning in your current school | D |
| The ability to assist others in improving their skills | D |
| Personal Qualities | |
| Dedicated to promoting Blacko Primary School's strong educational philosophy and values | E |
| Be a positive role model at all times, a highly respected representative of Blacko Primary School | E |
| Ability to prioritise time using effective organisational skills | E |
| Ability and willingness to work effectively as part of a team, learning with and from colleagues | E |
| Adaptability to changing circumstances and forward thinking with new ideas | E |
| To be calm, creative and enthusiastic to make every day for our pupils engaging and exciting | E |
| Demonstrate resilience and a determination for sustained hard work with energy and vigour | E |
| 1. Commitment to safeguarding and protecting the welfare of children and young people | E |
| 2. Commitment to equality and diversity | E |
| 3. Commitment to health and safety | E |
| 4. Commitment to attendance at work | E |
| A positive recommendation from all referees, including current employer. Note: We will always consider your references before confirming a job offer in writing. | E |
| Prepared by: Blacko Primary School | |



How to Apply

If you do decide to apply, and I do hope you will, I would be grateful if you would complete and return the application form, together with a letter of application of not more than two sides of A4 in font size 11/12, noting the closing date of **noon on Friday 12th April 2019**.

Proposed Interview Date: Thursday 2nd May 2019

In your letter of application please include:

How your skills and experiences have prepared you for this post.

Concise information about the contribution you have made to your current school/academy to date and an assessment of the impact of your work on raising standards.

What you personally would bring to the Blacko Primary School.

How you would contribute to the wider life of the school.

Please note we accept electronic applications via **head@blacko.lancs.sch.uk**

Please be aware we cannot accept responsibility for missent or late applications.

If you are called for interview, you will be asked to sign a paper copy of your application to ensure the declaration requirements are complete.

We are happy to discuss the role over the telephone and/or organise a visit to the school before you make an application. If you require any further information, please do not hesitate to contact the school at **hlord@blacko.lancs.sch.uk** or telephone on **01282 616669**



Contact Information:

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BB9 6LS

Headteacher: Kate Richards

Telephone: 01282 616669

Enquiries and electronic forms returned to: head@blacko.lancs.sch.uk