



Grove School

Class teacher maternity cover
vacancies for September 2018
Full time or part time

Candidate information

Grove School
Dawson Road
Handsworth
Birmingham
B21 9HB
Tel: 0121 464 4669
Email: p.matty@grove.bham.sch.uk

13.6.18

Dear Applicant,

Thank you for requesting information regarding class teacher maternity cover positions at Grove School. Please find within this booklet information about teaching opportunities at Grove School.

Our vision is that all our children will achieve their highest potential. We want to provide opportunities to develop their talents. Our children enjoy life at school, it's creative and energetic. They participate well in the wide range of extra curricular activities offered beyond the school day. The values of our school are: respect, caring, thoughtfulness, honesty and giving of our best at all times.

If you are looking for your first teaching post or if you are an experienced teacher with curriculum talents then Grove could be for you.

The governors are looking to appoint enthusiastic practitioners who have excellent interpersonal skills. Governors are seeking teachers who will be part of the team of staff who bring out the best in children and celebrate their achievements.

Grove can offer you an innovative teaching environment with excellent coaching and mentoring support. At Grove there are outstanding opportunities for professional and career development.

If you would like to arrange an informal visit you are most welcome to join us on Thursday 21st June 2018 at 9am or 4.30pm.

Please telephone the school office on 0121 464 4669 or email Michelle Murphy at m.murphy@grove.bham.sch.uk to arrange your informal visit to our school.

Application forms can be downloaded from the school website in the vacancies section:

www.grove.bham.sch.uk

The closing date for applications is Wednesday 27th June 2018 at 12 pm.

Interviews will be held on Friday 6th July 2018.

If you would like further information or have any questions, please contact Emma Mills by email at e.mills@grove.bham.sch.uk

Grove School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Successful applicants will need to provide evidence of the Right to Work in the United Kingdom. An enhanced DBS check is required for all successful applicants.

I very much look forward to receiving your application.

Yours sincerely,

P Matty
Head teacher

Enclosed

1. Job Description
2. Person Specification



Classteacher Job Description

Teachers' Standards

At Grove teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honest and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up to date and are self critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

- 1.1 The post calls for an experienced class teacher with a lively, enthusiastic approach to teaching, who will enjoy working in a liberal environment with a multi-cultural community of children and will develop and deliver an appropriate curriculum to meet their needs.
- 1.2 Commitment to the school and the community is essential. This will involve positive support of the school and children inside and outside school hours.
- 1.3 A high standard of class teaching will be expected. This will include:
 - set high expectations which inspire, motivate and challenge pupils;
 - promote good progress and outcomes by pupils;
 - high quality of planning, delivery and marking of work;
 - teach well structure lessons which promote a love of learning and children's intellectual curiosity;
 - adapt teaching to respond to the strengths and needs of all pupils;
 - deploy support staff effectively;
 - make accurate and productive use of assessment, recording and reporting on pupil attainment;
 - manage behaviour effectively to ensure a good safe learning environment;
 - communicate effectively with parents with regard to pupils' achievements and well-being;
 - reviewing and auditing own performance, take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues;
 - high quality display of children's work inside and outside the classroom;
 - maintain excellent pastoral care of pupils.
- 1.4 A preparedness to contribute to the wider life and ethos of the school, to be involved with other staff in school residential visits will be essential.
- 1.5 All teachers are encouraged to involve themselves in supporting children out of school hours. This is seen as an important optional way of helping develop the whole school community.
- 1.6 Leadership qualities and initiative will be encouraged in working with staff and children.

- 1.7 A high standard of professionalism will be required, to demonstrate consistently high standards of personal and professional conduct.
- 1.8 To work and co-operate as part of a team, to agreed objectives, develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- 1.9 Commitment to the implementation of school policies and routines is essential.
- 1.10 Preparedness to support staff in positive and constructive ways will be essential.
- 1.11 There may be, from time to time, additional duties as required by the Head teacher (by negotiation with Head and Governors, if necessary at any time in the future).

To fulfil the Teachers’ Standards

<https://www.education.gov.uk/publications/eOrderingDownload/teachers%20standards.pdf>

Professional Duties of Teachers

3.1 Teachers are required to meet the professional duties of teachers as set out in the statutory School Teachers’ Pay and Conditions Document.

Specific

- 2.1 All teachers at Grove are expected to work mutually in helping manage the school – supporting colleagues with discipline, day-to-day administration, where appropriate, observing, analysing and participating in school life.

I understand that all school policies in the staff are available on the school intranet and it is my responsibility to familiarise myself with these policies.

Signed: Postholder.....Print name

.....Head teacher

..... Date

Teacher Person Specification **PERSON SPECIFICATION: Teacher**

| | ESSENTIAL | METHOD OF ASSESSMENT | | | | |
|---|---|-----------------------------|----------|----------|----------|----------|
| | | AF | L | O | I | R |
| Qualifications | A good degree in a related subject, or equivalent | ✓ | | | | |
| | Qualified Teacher Status, or be eligible for Qualified Teacher Status through an appropriate route. | ✓ | | | | |
| | Have passed the professional skills test in numeracy, literacy. | ✓ | | | | |
| Professional Knowledge and Understanding | At an appropriate level: | | | | | |
| | Have a knowledge and understanding of a range of teaching, learning and behaviour management strategies and know how to use and adapt them. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Know and understand how to personalise learning and provide opportunities for all learners to achieve their potential. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Know the assessment requirements for the primary school key stages. | ✓ | ✓ | | ✓ | ✓ |
| | Have a secure knowledge and understanding of the curriculum areas and related pedagogy to enable effective teaching across the age and ability range. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Know how to use local and national statistical information to evaluate the effectiveness of their teaching, to monitor progress and raise attainment. | ✓ | ✓ | | ✓ | ✓ |
| | Know the legal requirements, national and local policies and guidance on the safeguarding and promotion of the well-being of young people. | ✓ | ✓ | | ✓ | ✓ |
| | Demonstrate awareness and understanding of the implication of equality, inclusion and multi-cultural education. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Understand how students with special educational needs may be integrated in to the classroom. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | ESSENTIAL | AF | L | O | I | R |
| Professional Skills | At an appropriate level: | | | | | |
| | Able to plan for progression across the age and ability range, designing effective learning sequences, demonstrating secure subject/curriculum knowledge. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Able to use a range of teaching and learning strategies and resources, including e-learning | ✓ | ✓ | ✓ | ✓ | ✓ |
| | A confident and competent user of ICT. | ✓ | ✓ | ✓ | | |
| | Able to make effective use of a range of assessment, monitoring and recording strategies to assess learning needs and set challenging | ✓ | ✓ | | ✓ | |

| | | | | | | |
|---------------------------------|--|-----------|----------|----------|----------|----------|
| | learning objectives and raise standards. | | | | | |
| | Able to provide timely, accurate and constructive feedback on attainment, progress and areas for development | ✓ | ✓ | | ✓ | ✓ |
| | Demonstrate the ability to work independently and collaboratively as a member of a team, sharing and developing effective practice. | | ✓ | ✓ | ✓ | ✓ |
| Professional Attributes | At an appropriate level: | | | | | |
| | Be aware of the professional duties of teachers and the statutory framework within which they work. | ✓ | ✓ | | ✓ | |
| | Have high expectations of students including a commitment to ensuring that they can achieve their full potential and to establishing fair, respectful, trusting, supportive, and constructive relationships with them. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Be aware of the policies and practices of the school and share in the collective responsibility for their implementation. | ✓ | ✓ | | ✓ | |
| | Able to communicate effectively, both orally and in writing with pupils, colleagues, parents, carers, Governors, external agencies. | ✓ | ✓ | ✓ | ✓ | |
| | Have a commitment to collaboration and co-operative working. | ✓ | ✓ | | ✓ | ✓ |
| | Demonstrate positive values, attitudes and behaviour and adopt high standards of behaviour in their professional role. | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Evidence of continuous INSET/training and commitment to continuing and further professional development | ✓ | ✓ | | ✓ | ✓ |
| | Demonstrate ability to act upon advice and feedback and be open to coaching and mentoring. | ✓ | ✓ | ✓ | ✓ | |
| | ESSENTIAL | AF | L | O | I | R |
| Personal Characteristics | | | | | | |
| | Be creative in problem solving together with a willingness to take on or try new approaches and ideas. | ✓ | ✓ | ✓ | ✓ | |
| | Demonstrate reliability and integrity. | ✓ | ✓ | | ✓ | ✓ |
| | Have good personal organisation. | ✓ | ✓ | ✓ | ✓ | ✓ |
| Contra Indications | Criminal Convictions involving offences against children | ✓ | | | ✓ | ✓ |

Method of assessment (MoA)

AF = Application Form L = Letter O = Observation I = Interview R = Reference