

Our ref: ch/Job Vacancy (Teacher part-time September 18)

10 September 2018



Dear Applicant

YEAR 3 CLASS TEACHER (PART-TIME, PERMANENT)

Thank you for your interest in the position of Year 3 Class Teacher at Langtoft Primary School. The post is part-time (0.427 FTE) from 1 November 2018 where possible. This is two full days (Thursday and Friday) in the classroom (0.4 FTE) with PPA (0.027) taken outside of these two days.

A supportive team of motivated and committed staff will welcome the new appointment to the team and provide the friendly face that is so often needed when embarking on a new role.

I have pleasure in enclosing a job description, person specification and general information about our school. The application form is available on our website.

Lincolnshire County Council is committed to safeguarding and promoting the welfare of children and the successful applicant will be required to undertake an enhanced DBS check.

Visits to our school are welcomed and encouraged. If you would like to arrange a visit, please contact us by telephone on 01778 343419. May I take this opportunity to remind you that the closing date for applications is 10am, Tuesday 25 September 2018. We will be holding interviews on Tuesday 2 October 2018.

I look forward to hearing from you.

Yours faithfully

Mr J McCullough
Headteacher

Caring ~ Considerate ~ Cooperative ~ Courteous ~ Conscientious
Langtoft Primary School

Manor Close, Langtoft, Peterborough PE6 9NB
Tel: 01778 343419, email: enquiries@langtoft.lincs.sch.uk, www.langtoft.lincs.sch.uk

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Langtoft Primary School

~ About Us ~

Langtoft Primary School is situated in the village of Langtoft on the Lincolnshire/ Cambridgeshire border, ten miles north of Peterborough and eight miles east of Stamford in a pleasant rural setting, close to the market town of Market Deeping.

The school consists of seven classrooms, a hall, two large communal work areas, libraries and cloakrooms, staff room and office accommodation. It has two large playgrounds – one for each Key Stage – and large, attractive grounds with a trim-trail, outdoor stage, wooden gazebo, willow tunnel, stone circle and tyre parks. There is a large and secure outdoor learning area for Foundation Stage children, which has been remodelled and extended. The school is a co-educational primary school, maintained by the local authority (Lincolnshire County Council) and is designed to take up to 210 children. There are currently 203 pupils on roll (September 2018).

The last Ofsted inspection (September 2017) identified our school as 'good'.

We benefit from highly positive relationships with the families that make up our school community. Attendance is exceptionally high. Academic standards are consistently above national averages. Staff and pupils enjoy working in the calm and focused learning environments that have been created.

Our active School Council ensures that there is always something happening in our school. They support the staff in raising funds for charities, making decisions on topics such as systems for managing behaviour and coming up with ideas for new initiatives. We are currently working towards being a UNICEF Rights Respecting School.



Our school is an ambitious one: it continues to reflect on its practices by evaluating what works well and what could work even better. Our school wants the very best for the children who attend it. We see our role to be preparing children for the challenges and adventures of life: they are learning for life.

Caring ~ **C**onsiderate ~ **C**ooperative ~ **C**ourteous ~ **C**onscientious

Our Aims and Values

Our aim is to educate your child to the best of their ability and to equip them with the learning skills needed to meet the challenges of life. We do this by providing a broad, balanced and relevant curriculum.

Children, parents, governors and staff work together, continually striving to improve standards, meet personal targets and celebrate achievement.

We provide a supportive and caring setting for learning where your child will experience quality teaching.

At Langtoft Primary School every child matters for every child is unique. Your child has the right to be safe and happy. We nurture positive moral, social, cultural and spiritual values within an environment of equality, courtesy and mutual care and respect.



~ Learning for Life ~

Langtoft Primary School

~ Person Specification ~ Part Time Year 3 Class Teacher Required from November 2018 Main Scale

Criteria	Essential	Desirable
Qualifications and Experience		
➤ Qualified to degree level (at least 2:2)	•	
➤ Achieved Qualified Teacher Status	•	
➤ Successful practice within a primary school setting	•	
➤ Recent and relevant training and professional development	•	
➤ Worked in different primary school settings		•
Professional Knowledge and Experience		
➤ Secure understanding of the planning and delivery of a thematic curriculum that inspires and motivates learners	•	
➤ Secure working knowledge of the assessment of the National Curriculum (2013) without levels	•	
➤ Demonstrable excellence in teaching with a proven track record in securing good progress for all pupils	•	
➤ Resourcing learning environments including displays and practical apparatus to a high standard	•	
➤ Experience of delivering the <i>Read Write Inc</i> phonics scheme and/or a spelling scheme		•
➤ Experience of statutory assessments		•
Professional Skills and Attitudes and Personal Attributes		
➤ An energy for teaching and learning	•	
➤ Commitment to equal opportunities and inclusion	•	
➤ Commitment to developing links between home and school	•	
➤ Commitment to own further professional development and career progression	•	
➤ Ability to work as part of a team	•	
➤ Effective communicator on many levels	•	
➤ Ability to form positive and appropriate relationships with children, colleagues and parents	•	
➤ Ability to use IT to enhance teaching and learning	•	
➤ Flexible, creative and with a sense of humour	•	
➤ Commitment to extra-curricular activities	•	
➤ Understanding of specific special educational needs and disabilities		•

LANGTOFT PRIMARY SCHOOL

JOB DESCRIPTION – CLASS TEACHER

This appointment is subject to the current conditions of employment contained in the School Teachers' Pay and Conditions Document, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of government.

This job description may be amended at any time following discussion between the head teacher and member of staff, and will be reviewed annually.

Areas of responsibility and key tasks:

A Planning, teaching and class management, to:

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed
- setting tasks which challenge pupils and ensure high levels of interest
- setting appropriate and demanding expectations
- setting clear targets, building on prior attainment
- identifying SEN or very able pupils;
- provide clear structures for lessons maintaining pace, motivation and challenge;
- make effective use of assessment and ensure coverage of programmes of study;
- ensure effective teaching and best use of available time;
- monitor and intervene to ensure sound learning and discipline
- use a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas
 - ii. and use appropriate vocabulary
 - iii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - iv. select appropriate learning resources and develop study skills through library,

I.C.T. and other sources;

- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluate their own teaching critically to improve effectiveness;

B Monitoring, assessment, recording, reporting - to:

- assess how well learning objectives have been achieved and use them to improve
- specific aspects of teaching;
- mark and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically and keep records to check work is
- understood and completed, monitor strengths and weaknesses, inform planning and
- recognise the level at which the pupil is achieving;
- prepare and present informative reports to parents.

C Other professional requirements - to:

- have a working knowledge of teachers' professional duties and legal liabilities;
- operate at all times within the stated policies and practices of the school;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take responsibility for their own professional development and duties in relation to school policies and practices;
- liaise effectively with parents and governors.
- take on any additional responsibilities which might from time to time be determined.