



**Inspire, Transform, Together**



## **RECRUITMENT PACK**

**Class Teacher  
St Mary's CE First School and Nursery**





# Welcome to The Heath Academy Trust

and thank you for your interest in joining us.

The Trust is a collaborative group of six primary and first schools, providing inspiring education for pupils from nursery to 11 years in East Dorset. We aim to ensure excellent learning outcomes for our pupils within a framework of strong collaboration and robust school to school support.

## **This recruitment pack includes:**

### **Our School**

A brief outline of who we are and what we do. To find out more about us, visit our school website: <https://www.stmaryswestmoors.org>

### **Job Advert and How to Apply**

Please ensure that you complete the application form that accompanies the advert on Dorset for You, providing email and telephone contact details for all referees. Completed application forms should be returned to the school office via email to [office@stmaryswestmoors.org](mailto:office@stmaryswestmoors.org)

### **Job Description and Person Specification**

The job description and person specification will provide you with a clear idea of the role you are applying for. When completing your application, we ask that you relate your experience and skills to these documents to demonstrate your suitability for the role.

### **The Trust's Vision Statement and Values**

We would like to take this opportunity to share our visions and values with you. To find out more about the Trust, please visit our website: <https://heathacademytrust.wordpress.com>

## **General Information**

### **Equal Opportunities**

The Heath Academy Trust and St Mary's CE First School and Nursery are committed to equal opportunities and an Equal Opportunities Monitoring Form is included as part of the application form.

### **Safeguarding**

The Heath Academy Trust and St Mary's CE First School and Nursery are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to have an enhanced security check performed by the Disclosure & Barring Service in line with the Government's safer recruitment guidelines and will be offered the position subject to this and satisfactory references.

### **Visits to the School**

Visits to the school are warmly welcomed and encouraged. Please contact our school office on **01202 874838** to arrange your visit or to discuss the post further.



# St Mary's' CE First School and Nursery

**“Believe in better... Be more AWESOME  
For anything is possible with God”**

St Mary's CE First School and Nursery is a busy but friendly school, with a real “family feel” to it thanks to our caring, personable approach. We strive for high expectations and will work with individual children and families to ensure that children meet their full potential.

The school's vision of *“Believe in better... be more Awesome – for anything is possible with God”* drives our mission to continually develop in many exciting ways, providing a more enriching experience for all our pupils.

At St Mary's CE First School and Nursery we believe that every child is capable of improving and with personalised coaching and excellent relationships, our children believe that too! Our children, staff and parents have adopted the Christian values of compassion, hope, joy and family to underpin our decision making, actions or interactions.

The staff and children promote these values through our school moto:

**Believe in better... be more AWESOME**  
For anything is possible with God



<b>Job Title:</b>	<b>Class Teacher – Key Stage 1</b>
<b>School Name:</b>	St Marys CE First School and Nursery
<b>Location:</b>	Station Road, West Moors, Dorset, BH22 0JF
<b>Contract Type:</b>	0.5 FTE – Fixed Term Contract until 31 August 2025
<b>Salary Range:</b>	Teachers Main Scale
<b>Pension:</b>	Teachers' Pension Scheme
<b>Contact:</b>	Roy Sewell – Head Teacher E: <a href="mailto:office@stmaryswestmoors.org">office@stmaryswestmoors.org</a> T: 01202 874838
<b>Closing Date:</b>	<b>Monday 4 November 2024</b>
<b>Interview Date:</b>	w/c 11 November, 2024
<b>Start Date:</b>	1 January 2025

**Are you a progressive, inspirational and dynamic educator? Would you relish the opportunity to thrive in a forward thinking school, where teachers are encouraged to think differently to achieve the best possible outcomes for all children?**

The Heath Academy Trust and St Mary's CE First School & Nursery are seeking to appoint an **AWESOME** teacher who is committed to providing the best quality learning experience for our children in a personalised and exciting way. As we continue to develop our curriculum offer, we are looking to welcome an exceptional, driven practitioner who offers refreshing, research informed practises.

The successful applicant will become a valued and active member of our wider St Mary's family. They will join our friendly and dedicated team, working collaboratively to enhance teaching and learning both in their own classroom, and throughout our school. Previous experience teaching/supporting learning in Key Stage 1 and across the First School age range is essential.

Through our school vision of *'Believe in better, be more awesome - for anything is possible with God'*, we are committed to on-going improvement and provide continuous support for our staff with high quality CPD and coaching. St Mary's CE First School & Nursery is an active member of the Heath Academy Trust, affording the successful candidate a breadth of opportunities to collaborate with like-minded professionals across six progressive schools.

**St Mary's CE First School and Nursery** can offer you:

- The chance to work in a busy but friendly school, with a real 'family feel'
- The opportunity to progress your career in teaching and learning
- The opportunity to work with a committed and experienced team, being supportive to the aims and ethos of our Church of England School and the wider Multi Academy Trust

Further details about this role can be found on the job description and person specification included in this recruitment pack and more information about the school can be found on our website: [www.stmaryswestmoors.org](http://www.stmaryswestmoors.org). Visits to the school are warmly welcomed and encouraged. Please contact our school office on 01202 874838 to arrange your visit or discuss the post further.

In line with Keeping Children Safe in Education, all applications must be completed using The Heath Academy Trust's application form and returned to via email to [office@stmaryswestmoors.org](mailto:office@stmaryswestmoors.org). CVs will not be accepted or considered. References will be sought as part of the shortlisting process, prior to interview selection. Please ensure referees are able to provide a full reference rather than a standard statement of employment time. You should provide the email and telephone contact details for all referees – thank you.

The Heath Academy Trust are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check, and where applicable, a prohibition from teaching check will be completed for all applicants. As part of the safer recruitment check, online searches will be conducted for all shortlisted candidates. The search will be purely based on whether an individual is suitable to work with children. All aspects of social media and internet searches will be conducted. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not be on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern. This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website: <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>



# Job Description



<b>Job Title:</b>	<b>Class Teacher – Key Stage 1</b>
<b>Location:</b>	St Marys CE First School and Nursery
<b>Reporting To:</b>	Head Teacher
<b>Hours:</b>	0.5 FTE – Fixed Term Contract until 31 August 2025
<b>Salary Range:</b>	Teachers Main Scale

## Main Purpose Of Job:

The Class Teacher will:

- be responsible for teaching and learning in a specific year group or class;
- achieve the highest possible standards in work and conduct;
- maintain the positive ethos and core values of the school with honesty and integrity;
- ensure that the current national conditions of employment for schoolteachers are met.

## Main Duties & Responsibilities:

The Class Teacher will:

- be accountable for pupils' attainment, progress and outcomes;
- demonstrate knowledge and understanding of how children learn;
- have a secure knowledge of the foundation stage and primary age curriculum and the teaching of early reading, including phonics;
- set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions;
- know when and how to differentiate appropriately, using approaches which enable high quality learning for all;
- have a clear understanding of how to meet the needs of vulnerable learners, including those with special educational needs;
- provide a stimulating classroom environment to foster a love of learning;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- communicate effectively with parents on the development, progress and attainment of pupils;
- have high expectations for behaviour, in accordance with the school's behaviour policy;
- deploy support staff effectively;
- take responsibility for improving teaching through appropriate professional development and appraisal;
- make a positive contribution to the wider life and ethos of the school;
- have strong subject knowledge and, if appropriate, co-ordinate a curriculum area across the school;
- implement agreed school policies and guidelines;
- liaise fully with other staff to ensure continuity and consistency across the role.

## Additional Duties:

The post holder will be required to carry out any other reasonable duties required over and above those listed above, in order to promote the ethos and profile of the school and ensure the well-being of its children and staff.

# Person Specification



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<b>Salary Range:</b>	Teachers Main Scale

Criteria	Essential	Desirable	How Identified
<b>Education/Qualifications</b>			
Qualified Teacher Status	✓		Application form & interview
Recent formal teaching feedback which highlights strengths in all Teacher Standards		✓	
Evidence of continuous further professional development	✓		
<b>Experience</b>			
Experience of teaching across First School age range		✓	Application form & interview
Recent expenditure working in a state maintained schools	✓		
Recent experience of working in partnership with parents	✓		
<b>Professional Skills &amp; Knowledge</b>			
Understanding of the theory and practice of providing effectively for the individual needs of all children and be committed to the inclusion of all learners	✓		Application form & interview
Understanding of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN, Child Protection and EYFS		✓	
Experience of teaching of early reading including recognised phonics schemes	✓		
Knowledge and experience of the monitoring, assessment, recording and reporting of pupils' progress	✓		
Knowledge of the links between schools, especially partner schools	✓		
Knowledge of managing children's transition to middle school		✓	
Knowledge and experience of effective teaching and learning styles	✓		
<b>Personal Qualities</b>			
Enthusiastic	✓		Application form & interview
Growth Mindset	✓		
Approachable	✓		
Able to liaise confidently with colleagues and parents	✓		
Patient	✓		
Empathetic	✓		
Organised	✓		
Good sense of humour		✓	

# Our Vision Statement and Values

## Who We Are

On 1 December 2015, six schools in East Dorset formally joined together to create The Heath Academy Trust providing education for pupils from nursery up to the age of 11 in East Dorset. These successful schools had worked collaboratively for several years and combined in order to capitalise on the benefits of being in a multi-academy trust in enhancing the learning experience for all pupils. The schools within the Trust are committed to improving teaching and learning.

The six schools are:

St Ives Primary and Nursery School

St James' CE First Schools and Nursery, Alderholt

St Mary's CE First School and Nursery, West Moors

Oakhurst Community First and Nursery School, West Moors

Sixpenny Handley First School and Nursery

Three Legged Cross First and Nursery School

## Our Vision Statement

The Trust aims to provide a high quality, inclusive and effective learning environment producing an excellent performance from our children, and to engender a love of learning and a passion for excellence in all areas of school life. We will define a culture of high aspiration, to champion equality for all children and support clear lines of accountability, underpinned by strong, tailored school improvement and management systems within a professional learning environment.

## Our Values

- Inspire
- Transform
- Together

