

KS2 Teacher

Recruitment Pack

St James Church of England Junior School

Dear Applicant,

Thank you for your interest in the post of KS2 Teacher.

St James Church of England Junior School is part of a wider family of schools. Originally established in 2012 as one of the first Diocesan Multi-Academy Trusts, The Diocese of Gloucester Academies Trust is now recognised as a successful and growing Trust. There are currently 24 primary schools within the Trust family, including 22 church schools and two community schools.

I hope the information enclosed in this pack, along with the job description and person specification will provide you with a helpful context for this role. You may also find our school website [www.st-james-junior.co.uk](http://www.st-james-junior.co.uk) and the Trust website - [www.dgat.org.uk](http://www.dgat.org.uk) - useful sources of information.

If you would like an informal chat to inform your decision about applying for the role I would be pleased to hear from you. I’m sure you will find that we have much to offer. Details of how to contact me can be found on page three of this pack.

The closing date for completed applications is Monday 7th April 2025. Interviews are scheduled to take place on Thursday 10th April 2025.

To submit your application please email the completed form to Sarah Wheeler (School Business Manager) at finance@sjjs.dgat.org.uk before the closing date.

Yours faithfully

E Gardiner

Emma Gardiner

Acting Headteacher

The Diocese of Gloucester Academies Trust seek to appoint an

**KS2 Teacher**

The post is offered as a salary of Teachers Main scale on a permanent basis.

This is a full-time post at FTE 1.

Further details and an application form can be downloaded from the vacancy area of our website www.st-james-junior.co.uk.

If you would like an informal conversation about the role, please contact Emma Gardiner on 01452 520714 or email egardiner@sjjs.dgat.org.uk

Closing date for applications is Monday 7th April 2025**.**

**Other information that might help you decide if this is the role for you**

|  |  |
| --- | --- |
| Usual working days and times: | Monday-Friday, term-time only |
| Work environment | Classroom |
| Dress code: | Smart, casual |
| Employee benefits: | Free and confidential employee assistance programme available 24/7  High quality professional development – please see the DGAT Continuous Professional Development and Learning Brochure for more information here: <https://www.dgat.org.uk/cpdl-and-events>  A range of clear and supportive policies.  An annual wellbeing survey and access to an online wellbeing toolkit. |

Please note:

The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate.The Trust also requires consent from applicants to carry out online searches of publicly available information, including social media, prior to interview.

All posts are subject to satisfactory references.

**Background Information**

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are currently twenty-one primary, one junior and two infant schools within the Trust. Twenty-two of the schools have Church of England designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

***Our vision is to enable all to flourish.***

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

**Our aims are to be:**

* Authentically Christian
* Boldly passionate about excellence in learning
* Relentlessly driven in our aspiration for everyone

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**Our core principles:**

* We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
* Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
* We act with integrity; we are open to challenge and we are reflective about our practice
* We treat everyone with dignity and respect
* Through collaboration, in a nurturing community, we grow, learn and achieve

***School is Trust and Trust is School***

In order to support our family of schools, DGAT provides the following support:

* School Improvement
* Christian Character
* HR and Legal
* Finance and Business
* Premises and Insurance
* Compliance and GDPR
* Governance

**Job Description**

|  |  |
| --- | --- |
| Job Title: | KS2 Teacher |
| Responsible to: | Headteacher/Governing Body |
| Line Management: | Headteacher/Governing Body |
| Contract Type: | Permanent |

**Overall purpose of this post**

**1. Generic to all teachers:**

1.1. You are to carry out the duties of a school teacher as set out in the Pay and Conditions documentation to the required Teachers Standards

1.2. To facilitate, encourage and role model learning which enables students to achieve high standards, to share and support the corporate responsibility for the well-being, education and discipline of all children.

1.3. All staff are expected to uphold the school’s principles and policies which underpin good practice and the raising of standards, and are expected to uphold and promote the school’s aims and values.

1.4. All staff will be involved in working together, as part of a team, to develop areas of provision that impact positively on learning and teaching across the school.

1.5. All staff will take an active role in the School Self Evaluation process.

1.6. All staff are expected to actively undertake professional development through keeping abreast of the latest developments and thinking, coaching and mentoring, and self-evaluation and peer review.

### As a Class Teacher:

The Class Teacher will:

* Liaise with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals
* Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
* Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
* Maintain the positive ethos and core values of the school, both inside and outside the classroom; treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture.
* Promote the school’s mission statement ‘Leading the love of life and learning in a caring Christian community’.
* Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
* Implement agreed school policies and guidelines;
* Support initiatives decided by the Headteacher and lead staff;
* Plan appropriately to meet the needs of all pupils;
* Be able to set clear targets, based on prior attainment, for pupils’ learning;
* Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
* Keep appropriate and efficient records, integrating formative and summative assessment into planning;
* Work with school leaders to track the progress of individual children and intervene where pupils are not making progress;
* Report to parents on the development, progress and attainment of pupils;
* Promote the school’s code of conduct amongst pupils, in accordance with the school's behaviour policy;
* Participate in, and contribute to, meetings which relate to the school's management, curriculum, administration or organisation;
* Make effective use of IT to enhance learning and teaching
* Lead, organise and direct support staff within the classroom;
* Participate in the performance management system for the appraisal of their own performance, or that of other teachers
* Regularly review own practice, set personal targets and take responsibility for own professional development
* Reflect on personal contribution to school achievements and take account of feedback

**Other**

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within their skills and abilities, commensurate with the post’s banding and whenever reasonably instructed.

Diversity, equity, and inclusion are at the core of who we are. Our commitment to these values is central to our vision and to our impact. We know that having varied perspectives that are representative of the communities we serve helps generate better ideas to solve the complex problems of a changing and increasingly diverse world.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

**Person Specification**

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| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **Personal Values** | | |
| Committed to actively promoting the Christian ethos and values of the school | **x** |  |
| Committed to the school’s vision | **x** |  |
| **Qualifications** | | |
|  | **x** |  |
|  |  |  |
| **Experience** |  |  |
|  | **x** |  |
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| **Personal qualities** |  |  |
| Good written and oral skills | **x** |  |
| Well-motivated with the ability to use own initiative | **x** |  |
| Excellent organisational skills and attention to detail | **x** |  |
| Able to work within a team | **x** |  |
| Reliable and punctual | **x** |  |
| Able to work efficiently and accurately under pressure and to prioritise tasks | **x** |  |
| Confident in dealing with a variety of stakeholders | **x** |  |
| Professional and honest | **x** |  |
| **Additional Requirements** | | |
| Current driving licence and personal transport. |  | **x** |

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