



Communicating Love; Inspiring our Community to Flourish



## Candidate Information Pack

Class Teacher  
St Gabriel's CofE Academy  
Houlton  
CV23 1AN



## Letter from the Headteacher

Dear Applicant,

Thank you for your interest in St Gabriel's, every appointment marks an exciting step in our journey. Newly-opened in 2018, our school is growing rapidly and we are looking forward to inviting an excellent teacher to join our team as we expand in 2019. You will play a major role in the provision for our pupils and the wider school, having a significant impact on the quality of educational opportunities, working with staff, pupils, parents and the community. The role offers the successful candidate the opportunity to work in a small and highly-collaborative team to impact learning and progress, and the chance to make a significant contribution to the smooth running and operation of the school.

St Gabriel's CofE Academy is a newly-opened primary school with around 120 pupils spanning the 4-11 age range in five classes. We are growing rapidly and will be adding a sixth class in September 2019. As we are very much in the 'growth' phase, we need to be flexible and creative in offering provision for changing classes and be ready to adapt quickly as numbers increase. This need to be flexible is a key trait that all staff need in St Gabriel's formative years, along with positivity, passion and enthusiasm. The building is an amazing learning space which helps us provide unique opportunities for children. You will play a vital role in supporting the team as we strive towards our vision of: 'Communicating Love; Inspiring our Community to Flourish'

At St Gabriel's we are dedicated to inspiring, challenging and supporting children to fulfil their potential, making them feel valued, loved and able to flourish. As a Church of England Academy, all of this is underpinned by our inclusive Christian ethos as we work for the common good of everyone, nurturing success for all. We are looking for professionals who share these values and would like to join a team committed to learning and growing personally and professionally.

I hope this information pack will capture your interest as you carefully consider the opportunity on offer here. This will undoubtedly be a challenging yet rewarding position, offering you the chance to have a great impact on our pupils and helping to shape our school in its formative years. If you feel inspired by the challenge, I would love to hear from you.

Andrew Taylor  
Headteacher



## Ethos

At St Gabriel's CofE Academy everything we do is underpinned by our loving, distinctive and inclusive Christian ethos. We want the best for our children; with love as our core value and primary motivation we ensure every decision and every action we take is with the best-interests of the child at the forefront of our thinking. We communicate God's love and hope for the future to the children in our care and the community we serve by providing the best possible educational experiences and support for children and families. Experiences which are deeply affecting, inspiring confidence and fully equipping our children for their future, enabling them to flourish and fulfil their potential. We recognise each child is gifted with unique skills, talents and interests and place an equal emphasis on developing the whole child in every way:

Academically – encourage excellence, striving to make great progress

Physically – grow healthily with increasing skill and respect for our bodies

Mentally – secure a healthy, joyful, mature outlook, building resilience

Spiritually – develop an appreciation of beliefs, their impact and influence on our lives

Morally – mature in an understanding of behaviour, law and ethics

Socially – build and maintain healthy relationships as a collaborative community

Culturally – identify the responsibilities and opportunities presented in our society



## Our Vision Statement

At St Gabriel's CofE Academy, our vision is that we are always:

**Communicating Love; Inspiring our Community to Flourish**

## Job Description – Class Teacher



**Starting salary:** Teachers Main Scale

To be reviewed as the school grows.

Full time: Permanent

### **About the Role**

The trust is looking to appoint an inspirational and highly effective teacher who is committed to ensuring St Gabriel's provides educational excellence in our school community.

The successful candidate will have the opportunity to significantly shape the learning experiences and impact the progress of a class group whilst contributing to the wider school aims. Further development opportunities will become available within the growing school and Multi Academy Trust.

### **Accountability:**

The class teacher is managed by and is directly accountable to the Headteacher.

At all times the class teacher will operate within school policies and procedures.

### **Purpose of the Job**

To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, Teacher Standards and having due regard to the requirements of the National Curriculum and school policies.

- Take responsibility for planning and implementing high-quality educational experiences for all pupils within a designated class in the framework of national and local school policies and practice.
- Take responsibility for the attainment and progress for all pupils within a designated class, maintain assessment practice which supports pupil progress and report on progress to senior staff, parents and carers, pupils and governors as required.

## **Duties and Responsibilities**

### **Classroom practice**

Plan high-quality learning opportunities as part of a broad, balanced and engaging curriculum for all pupils in a designated class within the framework of national and school curriculum policies and in collaboration with staff colleagues.

Take account of the individual needs of all the children in a designated class to ensure support and challenge is used effectively to maximise progress.

Create a secure, happy and purposeful classroom environment, maintaining very high expectations for behaviour, effort and cooperation.

Ensure resources, equipment and materials contribute to pupil's learning opportunities.

Accurately assess pupil's progress, maintain records and report as required.

Effectively direct support staff to impact learning.

Be an excellent role model, exemplifying a high standard of teaching and promoting high expectations for all members of the school community.

Promote a positive, collaborative school culture, nurturing equality, dignity and upholding the Christian ethos of the school.

### **Developing self and others**

Seek opportunities for continuous professional development through self-directed research, courses and in-service training.

Participate in and contribute to whole-school staff meetings.

Support the development of collaborative approaches to learning and share effective practice.

Regularly review and reflect on practice demonstrating a desire to continuously improve.

Take responsibility for leading an area of the curriculum for the school.

### **Key organisational activities**

Support and contribute to the school's systems to ensure statutory requirements are being met with regard to Health and Safety, Data Protection and other initiatives as directed.

Ensure a consistent approach to standards of behaviour, attendance and punctuality are implemented across the school.

Contribute to the day-to-day effective organisation and running of the school.

Seek efficiencies in time and resources.

Contribute to the development of whole school policies and procedures.

### **Securing accountability**

Take responsibility and accountability for a designated class' progress data and target setting.

Contribute to the reporting of the school's performance to its community and partners.

Take responsibility for promoting and safeguarding the health, safety and welfare of children and young people within the school.

### **Strengthening community**

Promote inclusion and equality in all the services that the school offers.

Contribute to the school's culture, our inclusive Christian ethos, taking account of our Church foundation, the wider community and our Diocesan links.

Collaborate with specialist support services as appropriate.

Promote the positive involvement of parents/carers in school life.

Contribute to a positive, collaborative working environment.

Promote positive relationships and work with colleagues in other schools and external agencies.

### **Other**

To undertake any other professional duties, or training, reasonably delegated by the Head Teacher, which are within the scope of this post and in line with the changing needs of the school.

Act as an ambassador, promoting the ethos, aims and provision at St Gabriel's CofE Academy.

*This job description is subject to annual review. It may be amended at the request of the Headteacher or the post holder but only after full consultation.*

## Person Specification

This person specification is related to the requirements of the post as determined by the job description. Short listing is carried out on the basis of how you meet the requirements of the person specification. You should refer to these requirements when completing your application.



<b>Education and training</b>		<b>Essential</b>	<b>Desirable</b>	<b>Measured by:</b>
	Qualified Teacher Status	✓		Application
	Recent, relevant in-service training in current educational practice	✓		
	Evidence of a commitment to professional development	✓		
<b>Relevant Experience</b>				
	Successful recent teaching experience in primary schools	✓		Application and interview
	Experience of teaching children in key stage 2		✓	
<b>Knowledge and Skills</b>				
	Inspirational classroom practitioner	✓		Application and interview
	Ability to articulate an understanding of excellent practice in teaching and learning including assessment	✓		
	Comprehensive knowledge of the standards expected at primary school level	✓		
<b>Personal Qualities</b>				
	Highly organised, thinks strategically, prioritises and plans effectively		✓	Application and interview
	Recognises and acknowledges excellence		✓	
	Inspirational, dynamic and enthusiastic	✓		
	Demonstrates genuine passion for learning and pupil progress	✓		
	Positive and flexible approach to new ideas, approaches and challenges	✓		
	Excellent communication and interpersonal skills	✓		
	Ability to work independently, demonstrating initiative		✓	

<b>Additional</b>				
	Commitment to involve parents and the community in the life of the school		✓	Application and interview
	Committed to positive behaviour management strategies and constructive solutions	✓		
	Committed to own continuing professional development	✓		
	Demonstrates an understanding that at all times the best interests of the children must be promoted	✓		
	Commitment to upholding and promoting the school's ethos and values	✓		
	An understanding of and proactive commitment to promoting equal opportunities for all	✓		
<b>Safeguarding</b>				
	Appreciates the significance of child protection and safeguarding for all individual children and young people whatever their life circumstances.	✓		Application, interview and references
	Can demonstrate a working knowledge of and commitment to establishing a culture of safeguarding for the whole school community.	✓		

*St Gabriel's CofE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be subject to an Enhanced DBS check, two satisfactory references and a Disclosure of Criminal Record and Disqualification Declaration.*

***The post holder will be required to take responsibility for and uphold a culture of safeguarding.***

## Application Information

Thank you for taking an interest in this post.

Candidates are most welcome to visit the school.

Please contact Mrs H. Wilmot at [office@stgabrielscofeacademy.org](mailto:office@stgabrielscofeacademy.org)

**Please note the closing date for applications is 12:00pm on  
Thursday 28<sup>th</sup> March 2019**



## Contact Details

**Completed applications and supporting documents should be sent via email to:**

**[office@stgabrielscofeacademy.org](mailto:office@stgabrielscofeacademy.org)**

**or posted to:**

**Mr Andrew Taylor, Headteacher, St Gabriel's C of E Academy, Houlton, Rugby, CV23 1AN**

If you do not receive acknowledgement of an electronic application then please phone  
01788 222405

**Interviews for shortlisted candidates provisionally w/b 1<sup>st</sup> April 2019**

Please contact us if you require a printed or enlarged application pack.

St Gabriel's Church of England Academy

Houlton

Rugby

Warwickshire