

Class Teacher

Candidate Information Pack

St. Helens C. E. Primary School



Welcome to Liverpool Diocesan Schools Trust

Thank you for your interest in working in one of our amazing schools and committing to making a difference to learners right across our Trust.

LDST is a multi-academy Trust of 19 primary schools that welcomes young people and colleagues of all faiths and none and is committed to providing a high-quality education and environment where Christian values and principles permeate all that we do.

As a Trust, we have a very clear purpose, and an uncompromising vision:

The right of all to have a great education is at the heart of everything we do so that all learners, regardless of background, ethnicity or need, make excellent progress, and fulfil their academic potential.

Central to this are our **core values of collaboration, difference, local and inclusion**, and our commitment to ensuring that all learners thrive through an education that teaches wisdom, instils hope, nurtures community, and embeds dignity and respect.

All of our schools benefit from high levels of collaboration and a strong school improvement function and central team, which give the capacity to support schools, evaluate and intervene where needed. Strong networks and a culture of support ensures a high level of accountability matched with only the challenge required to enable local leadership to flourish.

We do this to ensure that our schools are self-sustaining and we are committed to being:

- **Respectful** of the individual identity of our schools –knowing their strengths and understand where improvements are needed
- **Resourceful** and recognising effective and successful practice in all schools and using this where possible as a resource to support others to bring about improvement
- **Responsive** to the context of each school, adapting strategies where necessary to promote and sustain improvements
- **Relentless** in our pursuit of excellence and led by a belief that every child can achieve

Our family of schools support and connect, share practice, and provide an excellent education built on distinctly Christian values so that *all* children, learners and staff across our Trust, flourish. Our established networks provide exciting opportunities for schools to work together to create a fluid school improvement system.

Supporting you to flourish and thrive in your role is extremely important to us and this is reflected in our strategic People Pillar and People Strategy:



Learn

We learn from our colleagues' experiences and best practice to get the **fundamentals of HR** right.



Love

We love and appreciate our colleagues by supporting their **wellbeing and mental health.**



Achieve

We must **attract** the best talent and support **retention** of existing colleagues with comprehensive **development** for existing colleagues to successfully fulfil their roles and **progress** their careers within the Trust.



Together

We are **one Trust**. We will foster a **culture of belonging** for everyone and strive for **excellence** for all.

We are a fully inclusive organisation and encourage applications from individuals from all communities regardless of faith, race or ethnicity, age, disability, gender or sex, marital status, pregnancy or maternity, or sexual orientation.

What we can offer you

- **Continuing Professional Development** – All support staff can apply for fully-funded apprenticeships up to degree level.
- **Leadership Pathways** – We have a wealth of development opportunities that are open to colleagues and we are exceptionally proud of our very high levels of internal promotion.
- **Annual Trust Wide Conference** – For all colleagues to celebrate and learn together.
- **Collaboration** – Regular networking opportunities across our networks for different staff groups.
- **Trust Wellbeing Group** – Exploring and implementing new and innovative initiatives to support our colleagues to be happy and healthy in work like our Trust Wide employee assistance programme and reward platform.



Laurie Kwissa, Chief Executive Officer

About St Helens C.E. Primary



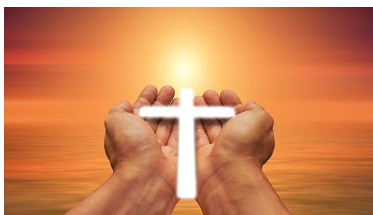
We are a Church of England primary school, in the village of Hollins Green, Warrington.

Our school is built on a Christian foundation, and we put God at the centre of everything we do, equipping children with Christian values to prepare them for their lives, as reflected in our mission statement:

“In his footsteps, we love, learn and shine together”

St. Helen’s C. E. Primary School strives to provide a safe, happy and nurturing environment which puts the needs of our children at the heart of our school. We make learning engaging, inside and outside of the classroom, by providing a broad, balanced and creative curriculum which inspires all children to foster a love of learning and be the very best that they can be.

Our school provides all children and adults with a sense of belonging within our school community, so that everyone has pride in what we are achieving. From this strong foundation we nurture each child by developing resilience, confidence and self-belief through our shared Christian Values of:



Love
Hope
Thankfulness
Courage
Forgiveness
Truthfulness



Job Description

Title: Class Teacher

Salary: MPS1 - MPS6: £32,916 - £45,352

UPS1 - UPS3: £47,472 - £51,048

Hours: Full time

Term: Fixed term – Autumn term only

Accountable to: Headteacher / Assistant Headteacher

Location: St. Helens C. E. Primary School

Main Purpose:

The statutory conditions of the post are as laid down in the current school Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. The following details summarise the major tasks expected of the Post Holder working in St. Helens C.E. Primary School.

Main Duties:

- 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
- Contribute to constructive team building amongst teaching and non-teaching staff, parents and governors.
- Ensure that the current national conditions of employment for school teachers are met.

Specific Responsibilities Duties

The Class Teacher will:

- Implement agreed school policies and guidelines
- Support initiatives decided by the Headteacher and 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 weekly and termly planning
- Report to parents on the development, progress and attainment of pupils
- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy
- Participate in meetings which relate to the school's management, curriculum, administration or organisation
- Communicate and co-operate with specialists from outside agencies

- Lead, organise and direct support staff within the classroom

Subject Leader

At St. Helens C. E. Primary School, the class teacher will have responsibility for leading a subject. The Subject Leader will ensure that there is consistency of teaching, continuity in context and skills, and high standards of learning throughout the school.

Duties:

The Subject Leader will:

- Coordinate the development of a cohesive and effective long-term plan in your subject
- Ensure that medium-term planning meets all National Curriculum requirements
- Review, monitor and evaluate current practice (including schemes and policies) and provide feedback to the Senior Leadership Team
- Lead by example, through good classroom practice
- Disseminate information to the staff, and provide INSET to promote staff development and improve classroom practice
- Contribute action-planning in the subject for the School Improvement Plan
- Maintain an up-to-date knowledge of local and national initiatives, by attending relevant courses

Professional Responsibilities:

- To take responsibility for one's own professional development and that of colleagues within the context of school ensuring you are willing and able to access CPD.
- To take responsibility for developing any individual priorities as identified through the School Development Plan priorities and Performance Management.

This job description is intended to clarify the main duties and responsibilities of the post, but it is not intended to be an exhaustive list of all the tasks undertaken by the post. The jobholder will be expected to carry out such professional tasks as are commensurate with the duties and responsibilities of the post.

Liverpool Diocesan Schools Trust is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment to keeping children safe. Any offer of employment will be subject to statutory pre-employment checks including satisfactory references, online checks, Enhanced DBS, and Barred List checks. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (as amended in 2013 & 2020) and shortlisted candidates will be required to disclose any relevant criminal history prior to interview. Candidates must also be able to demonstrate their Right to Work in the United Kingdom.

Person Specification –Class Teacher

	Essential (E) or Desirable (D)
<p>Skills, knowledge and understanding</p> <ul style="list-style-type: none"> • Clear personal philosophy of education • Firm grasp of N.C. subjects, assessment and target setting requirements • The ability to plan, evaluate and review • Able to meet the needs of the full ability range • Sound understanding of SEN and ICT • Ability to lead an area of the curriculum • Understanding of Assessment for Learning • Understanding of current educational legislation and initiatives affecting 4-11 year olds concerning Equal Opportunities, Health and Safety, SEN Child Protection • Organise and lead extra-curricular activities 	<p>E E E E E E E E E E</p>
<p>Qualifications and Experience</p> <ul style="list-style-type: none"> • Qualified Teacher Status • Degree • Further relevant study since initial qualification • Successful teaching in a wide range of schools/classes • Teaching in KS1 or KS2 • Supportive of the Christian Ethos of the school 	<p>E E D D E E</p>
<p>Professional Values and Practice</p> <ul style="list-style-type: none"> • Ability to communicate clearly in written and spoken forms • Good presentation skills • Ability to form positive and effective relationships with pupils, staff, parents, Governors and the community • Good organisational skill • Ability to work in a team • Positive, conscientious and committed to the school • Open, approachable and enthusiastic • Fair, firm and sensitive to the needs of others • Calm under pressure • Able to motivate self and others 	<p>E E E E E E E E E E E</p>

How to Apply

Application Process

The application process for this role is a 2 stage process:

- Application form completed on MyNewTerm
- Interview and tasks

To be considered for this role you must apply for the role through MyNewTerm. We are unable to accept CV applications, or applications from agencies.

Once the closing date has been reached all applications will be reviewed. The candidates who best demonstrate the skills listed in the person specification in their application will be invited to interview.

To ask any questions, please email Lisa.Smith@ldst.org.uk or call 0161 775 2935.

LDST reserves the right not to progress candidates to the next stage of the process, or not to appoint to the role if candidates fail to demonstrate the essential criteria in the person specification.

Applicants from overseas are advised to obtain an overseas criminal check before they apply for a visa as the post is in the education sector.

Closing Date: 2nd July 2026

Shortlisting: TBC

Lesson observations: TBC

Interview Date: 7th July 2026

Start Date of Post: September 2026

Please contact the school office on 0161 775 2935 or email Lisa.Smith@ldst.org.uk to arrange a visit.

Our Trust Prayer

Heavenly Father,
Let peace, friendship and love grow in our schools.
Send the Holy Spirit to give
excellence to our learning
love to our actions and
joy to our worship.
Guide us to help others,
so that we may all
Learn, Love and Achieve, Together with Jesus.
Amen