



## Candidate Recruitment Pack

# Teacher Churchill Park Academy

Applications considered upon receipt

[www.unityeducationtrust.uk](http://www.unityeducationtrust.uk)

[head@cpa.unity-ed.uk](mailto:head@cpa.unity-ed.uk)

## A welcome from the CEO

Dear Applicant,



Thank you for your interest in our vacancy at Unity Education Trust (UET).

As Chief Executive of the UET, I am delighted to offer you a warm welcome to our Trust. These are exciting times for all those associated to Unity Education Trust a Multi-Academy built on developing like-minded schools to be outstanding education providers through collaborative working that develops a 'unity of purpose' in all that we do.

UET has expanded its family of schools and education professionals. We welcome outstanding teachers, subject specialists, tutors, support staff and experienced leaders with a record of transformation in education.

All of our staff share the ethos of raising aspirations, unlocking potential and securing the best possible future for the 2700 young people attending our schools.

Our schools' range in size from 20 to 1200 students and effective collaboration across our schools is an important part of who we are, whilst maintaining individual schools' identity within their community.

I am proud that we are working in 'Unity' to meet the challenges in education head on and spearheading new developments for the benefit of all the children in our care.

We look forward to receiving your application.

Best wishes

Glyn Hambling

CEO

## Our Story



UET was established in March 2017. As of 2024, its family of schools have expanded providing education for 3 - 19 year olds across mainstream and alternative provision settings and now comprises the following:

### Mainstream

- Northgate High School and Dereham Sixth Form College
- Grove House Nursery and Infant School
- Kings Park Infant School
- Beeston Primary School
- Garvestone Primary School
- Great Dunham School
- Greyfriars Academy
- Highgate Infant School
- Kings Oak Academy
- Magdalen Academy
- St Germans Academy
- Wimbotsham & Stow Academy

### Specialist

- Pathfinder School –  
Brooklands, Danby Wood, Douglas Bader,  
Hooper Lane, Brooklands, Rosebery
- Compass –  
Belton, Lingwood, West
- UET Earthsea
- Churchill Park Academy
- The Pinetree School

The Trust sets high expectations in every aspect of our work, providing pupils with the best opportunities through outstanding teaching, the development of 21st century facilities, inspirational leadership and a growth mindset approach.

We will ensure that each of our academies maintains its unique identity at the heart of their community and engaging with all partners and stakeholders and other high performing educational organisations.

We have an unrelenting belief and focus that all students can achieve high standards, whatever their background and life experiences when given a positive climate of support, challenge and the development of Growth Mindset through outstanding teaching.

Furthermore, we are committed to 'raising aspirations to fulfil potential' ensuring our learners are encouraged to build confidence, expand their leadership qualities and embrace British Values that enable all to thrive in an ever-changing society.

# Our School – Churchill Park Complex Needs School

Welcome to Churchill Park Academy

We are all very proud of our school in King's Lynn. We are here to serve all children and young people in the area of West Norfolk and beyond who have special needs.

We are very lucky because we inhabit purpose built accommodation with fantastic facilities to help us meet a wide variety of individual needs for children and young people from Early Years through to Year 14.

Children and young people are admitted to our school at any time between these ages, all children and young people attending our school will have a current statement of special needs or a current Education Health Care Plan (EHCP).

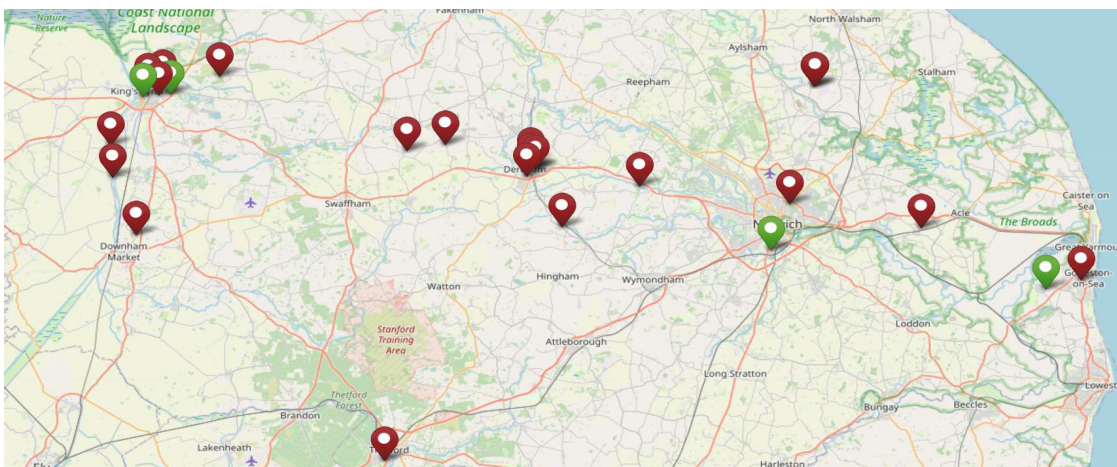
We offer a wide variety of educational experiences both within and beyond the classroom. We have an emphasis on preparing our children and young people for life after school where we expect them to become as independent as possible with the desire to contribute fully to the wider community in which they live.

Our enthusiastic and inspirational staff use creative approaches to develop bespoke learning opportunities to engage and motivate all learners. Our pathway model enables us to better meet the wide range of complex needs that our pupils have.

You will see in our literature that we have three values, and these are:

- Independence
- Communication
- Inclusion

Thank you for taking an interest and please do not hesitate to contact us if you would like to find out more about what we do.



# Underpinning principles



## Supporting Our Staff

Unity Education Trust is committed to supporting all staff in their personal, professional and career aspirations by providing a range of development opportunities. We foster a culture which encourages you to develop your talent and strengths throughout your journey with us.

We are committed to providing the highest quality support to ensure our schools excel and give our students the education they deserve. Our Headteachers have a good deal of autonomy as school leaders within a framework developed collaboratively with our Director of Education and the Education Directorate.

Each Unity Education Trust school benefits from a comprehensive programme of support and challenge, including a strong emphasis on CPD and a regular programme of training events to improve performance across all sectors within our schools.

We believe it is very important that each of our academies plans in such a way that financial and human resources are deployed to support their educational strategies fully. This is supported by our experienced Central Service team, who are available to advise on financial planning, audit, HR, legal and property matters.



## JOB DESCRIPTION – TEACHER

**Job title:** Teacher

**Salary:** MPS + 1/2 SEN points

**Responsible to:** Headteacher

### General

You are expected to carry out the professional duties of a school teacher as circumstances may reasonably require as provided for under the relevant sections of the School teachers' Pay and Conditions Document and the Teachers Standards.

In addition to the duties specified, you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities / grade of the post as defined, subject to the proviso that, normally, any changes of a permanent nature shall be incorporated into the job description. This job description does not form part of the Contract of Employment.

You are required to carry out your duties in line with the stated ethos and principles of the school and in line with your responsibility for promoting and safeguarding the welfare of all pupils who attend Churchill Park Academy

### Duties

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the head teacher, with your agreement, to reflect or anticipate any changes in the job, commensurate with the salary and job title.

- You are responsible to the head teacher
- You are required to supervise and manage teaching assistants and other support staff
- From time to time you may be required to supervise and support students on placement
- You are expected to work as part of a multi – disciplinary team, which may include professionals from a range of children's services
- You are required to teach pupils within a specified age range as determined by the needs of the school in accordance with the professional duties of a teacher
- You are required to take an equitable share of whole school curriculum care and management

### **Teaching and learning expectations**

- Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum
- Plan appropriate teaching and learning experiences within the framework of the National Curriculum
- Establish and maintain a high quality teaching and learning environment
- Work collaboratively with colleagues and fellow professionals
- Distribute tasks to support staff so that they may support the teaching and learning effectively
- Monitor pupil attainment and set targets that are SMART
- Keep records of progress and experience
- Demonstrate good practice within the classroom
- Reflect and build upon your own practice as part of a continuous cycle of building upon what you already do well

### **Assessing and reporting expectations**

- Monitor pupil progress within National Curriculum and P Levels
- Set appropriate targets and report on progress made towards meeting those targets
- Collect, record and analyse data for the pupils you teach, and use data analysis as a tool for demonstrating progress and establishing the next stages of learning
- Complete reports and annual reviews as necessary
- Liaise with parents and those with parental responsibility
- Attend parent consultation events and statement review meetings
- Work within the Code of Practice relating to Special Educational Needs

### **Standards and quality assurance expectations**

- Support the aims and ethos of Churchill Park Academy
- Show a commitment to the schools use of Restorative Approaches in order to build, maintain and repair relationships and encourage pupil voice.
- Set a good example in terms of dress, punctuality and attendance
- Uphold the school's behaviour code
- Engage in the programme of continuous professional development
- Attend, and contribute to, team and staff meetings
- Ensure that the principles of Every Child Matters permeate through all aspects of your work
- Have due regard to matters pertaining to health and safety
- Promote the ethos of the school internally and externally.

Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. To read the DfE document 'Keeping Children Safe in Education' annually. To undertake all safe guarding training made available wherever possible.

## General Information

- The job descriptions detail the main outcomes required and should only be updated to reflect **major changes** that impact on the outcomes of the job
- Job holders must be aware of and comply with all current guidance, policies and procedures relating to safeguarding and ensure that they are in accordance with statutory and school safeguarding requirements at all times.
- All work performed/duties undertaken must be carried out in accordance with relevant Academy policies and procedures, within legislation, and with regard to the needs of our customers and the diverse community we serve.
- Job holders will be expected to be flexible in their duties and carry out any other duties commensurate with the grade and falling within the general scope of the job, as requested by management.



## Joining Us

### LOCATION

The post will be located at Churchill Park Complex Needs School. The Unity Education Trust reserves the right to transfer staff to alternative posts appropriate to the grade and/or alternative work places as is considered reasonable.

### PROBATIONARY PERIOD

New employees of The Unity Education Trust will be required to serve a probationary period of six months.

### REMUNERATION

The current salary for the post is within the range:  
Unqualified Teacher Pay Range - £22,601 – £35,259  
UQT. Point 1 – Point 6.

Main Pay Range - £32,916 - £45,352 + SEN allowance £2,787 if QTS.  
MPR – Point 1 – Point 6

Salary is calculated in accordance with the provisions of the Schools Teachers Pay and Conditions Document. Salary is paid in 12 equal instalments on or just before the 19th of each month. Payment is by credit transfer

Teachers will receive not less than one-third of a year's salary for each full term's service in any school maintained by the Authority. For the purpose of these arrangements the three terms in each year shall be constituted as follows:-

The Summer Term from 1 May to 31 August  
The Autumn Term from 1 September to 31 December  
The Spring Term from 1 January to 30 April

## **NOTICE PERIODS**

Other than in short-term temporary, fixed term or special educational needs contracts where a shorter notice period is specified in the letter of appointment, you are required to give two months (and in the Summer Term three months) notice of termination of employment, to terminate at the end of the (notional) school term. You are entitled to receive a similar period, or the minimum statutory provision under the Employment Rights Act 1996.

## **DRESS CODE**

The post-holder will be expected to wear appropriate business attire and will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify UET colleagues.

## **BENEFITS**

- Comprehensive induction
- Commitment to your ongoing training and career progression
- Pension scheme
- Eye care vouchers (if criteria are met)
- Paid for enhanced DBS
- Wellbeing support
- FastTrack treatment service including physiotherapy

# **Terms and Conditions**

## **HOURS OF WORK**

This post is 1.0FTE and is governed by the provisions of the School Teachers' Pay and Conditions Document

## **PRE-EMPLOYMENT CHECKS**

All staff must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.

## **EQUAL OPPORTUNITIES**

UET has a policy that seeks to ensure that all employees are selected, trained and promoted on the basis of ability, the requirements of the post and other similar and objective criteria. The gender, marital status, ethnic origin, age, religion or sexual orientation of an applicant or employee does not affect the employment opportunities made available except as permitted by legislation. UET also requires full and fair consideration to be given to people with disabilities in the recruitment process. Applicants declaring a disability who meet the minimum (essential) criteria for the vacancy will be invited for interview.

## **DISCLOSURE AND BARRING SERVICE CHECK**

This post is subject to a Disclosure and Barring Service Check. Disclosure and Barring Service and Disclosure of Convictions Policy for employment of persons with criminal convictions – refer to our website [www.unityeducationtrust.uk](http://www.unityeducationtrust.uk)

Immigration, Asylum and Nationality Act Information – refer to our website [www.unityeducationtrust.uk](http://www.unityeducationtrust.uk)

## How to apply

Click on the **Apply Now** button. You can save your application and return to it later. Please ensure you have completed your application before the end date.

No CVs accepted – please complete an application form if you wish to be considered for this role.

Candidates are advised that they may be subject to an online check from information in the public domain.

We aim to be an equal opportunities employer and welcome applications irrespective of race, gender, religion, disability, sexual orientation and/or age. We value the individuality and creativity that every worker potentially brings to the workforce.

This post will come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.

Unity Education Trust is committed to safeguarding and promoting the welfare of children. All applicants must be willing to undergo safeguarding screening appropriate to the post, including checks with Disclosure & Barring Service and at least 2 references which cover the last 3 years; for all our services we will request references from where you have worked with either children or vulnerable adults. Please be advised that references may be requested prior to interview for roles within our schools.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English is an essential requirement for this role.

We reserve the right to withdraw this vacancy at any time ahead of the closing date if there is a sufficient level of response. Therefore, we recommend you submit your application as early as possible.

We also reserve to right to interview shortlisted candidates ahead of the closing date.

## Interview process

### **Application will be considered upon receipt.**

#### Interview process

- Candidates will be shortlisted
- References will be requested

The interview process will include:

- Tour and Task
- Interview
- Classroom Familiarisation

If you would like an informal discussion. Please contact Churchill Park Academy, [office@cpa.unity-ed.uk](mailto:office@cpa.unity-ed.uk) and a member of staff will contact you.



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