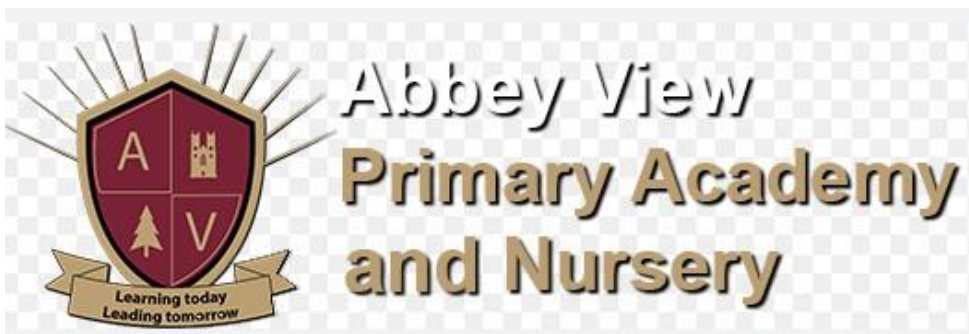




Job Role

PPA Cover Teacher (Unqualified Teacher Pay Scale)

Provisional Start date

Monday 2nd November 2026

(Pending satisfactory clearance of all pre- employment checks)

For further information please visit our website:

<https://www.abbeyviewprimaryacademy.org/>

or to discuss the role further please contact our Principal Ms Mirza,
via email: office@avpa.school or telephone: 01494 939830



About **Abbey View Primary Academy and Nursery**

Abbey View Primary Academy is a thriving, dynamic academy that has grown from strength to strength since opening just over five years ago. Now a full one form entry primary with children from nursery to year 6, we are excited to welcome a highly motivated and enthusiastic teacher to our warm, inclusive, and high achieving learning community.

Abbey View Primary Academy is set in a beautiful area with views overlooking High Wycombe and the picturesque Wye Valley. The outdoor environment will be a key component of our vision and we are committed to ensuring pupils use this to enrich their learning, through exploration and play.

Abbey View is a vibrant academy where children are enthusiastic and motivated to achieve. We want our children not just to achieve, but to exceed expectations and attain the very best results they can academically, creatively and personally. There is no doubt that Abbey View is an exciting place to be for children, staff, parents and the local community.

Message from the Principal

Abbey View Primary Academy is committed to delivering inspirational learning opportunities that are fun, purposeful and challenging. We want our children not just to achieve, but to exceed expectations and attain the very best results they can academically, creatively and personally.

Our pupils will take ownership of their learning, becoming highly aspirational and resilient learners who are able to make positive contributions to life in modern Britain. Our pupils are at the heart of every decision we make and we offer a safe, nurturing and creative learning environment, which will enable us to foster a passion for learning and curiosity in a happy and supported way.

The academy has a dedicated team that works hard to reach high standards in everything we do and this is further embedded through our successful relationships with parents, the local community and the other academies in the Inspiring Futures Partnership Trust. Staff, supported by trustees, work hard to deliver a rich and challenging curriculum, preparing pupils for the next stage of their education and helping them acquire the skills and enthusiasm needed to embrace the opportunities, responsibilities and experiences of later life. The ethos and vision for the academy culminates in our motto: '**Learning Today...Leading Tomorrow**' and this underpins everything we do.

Ms M Mirza



Vision, Values and Ethos

Abbey View Primary Academy has a very clear vision which is shared by all children, staff, parents, carers and trustees. We strive to ensure that our children are always at the centre of what we do and are encouraged to be confident and engaged with their own learning.

Our Vision:

Our Vision is that our pupils will take ownership of their learning, become highly aspirational and able to make positive contributions to life in modern Britain.

All members of Abbey View's learning community are driven by our motto: **Learning Today...Leading Tomorrow**'.

To achieve our vision of providing a first class academic and social education for all our pupils, Abbey View Primary Academy will:

- Provide an outstanding primary education for all children attending the academy
- Deliver the highest standards of attainment and outcomes for all children
- Develop children's resilience, independence and creativity
- Provide a healthy, safe and happy environment where everybody matters (children, parents and staff) and feels safe
- Promote equality and appreciation of diversity through an inclusive culture
- Be a key focal point of the new local community helping that community to thrive
- Meet the individual needs of children and their families within a trust-wide framework based on a proven model of outstanding teaching and learning
- Recognise the individuality of the academy within the Trust
- Be a member of the Inspiring Futures Partnership Trust, drawing on the expertise and capacity of Chepping View Primary Academy and Kingsbrook View Primary Academy to deliver outstanding provision

Our Values:

At Abbey View, we believe that a strong moral code will empower children to be effective learners and good citizens.

We work hard to instil our core values of determination, aspiration, respect and teamwork throughout our academy. These values are central to our unique character and ethos and will help our children on their journey to achieving success for themselves and success for others.

Abbey View Primary Academy also positively promotes fundamental British values which include mutual respect for and tolerance of those with different faiths and beliefs and for those without faith.



Class Teacher PPA Cover (UQ)-Job Description

Are you ready to be part of something exciting?

Are you ready to grow together and achieve great things? If you answered 'yes', then you could be the unique individual who will be shaping and changing the lives of children within a stimulating and fresh context.

Abbey View Primary Academy is a partner academy within Inspiring Futures Partnership Trust. Kingsbrook View's vision will be guided by its motto: "Growing together to achieve dreams" and the Trust's ambition to inspire and nurture every child so they excel in all aspects of life.

Does this sound like you?

- You are child-centred and put children's best interests at the heart of your teaching
- You are an exceptional classroom practitioner; able to engage, motivate and inspire children
- You have a passion for providing opportunities that enable children to flourish and grow
- You have high aspirations of yourself and others - demonstrating tenacity and ambition
- You are committed to personal and professional development and thrive in a culture of learning
- You have enthusiasm and the qualities of a strong team member
- You embrace challenge and relish the opportunity to grow
- You embrace core moral values such as integrity, resilience and respect

In turn, we offer you:

- A state-of-the-art building with dedicated facilities and spaces for supporting learning
- A warm, inclusive, and child centred academy and wider Trust community
- Working within a new, vibrant and inclusive community
- An opportunity to work and develop in an academy with a strong sense of moral and educational purpose, with an embedded Trust culture of learning from one another
- A commitment to well-being and reduced workload
- Career growth prospects within our Multi Academy Trust

Abbey View Primary Academy and the Inspiring Future's Partnership Trust are committed to safeguarding children, promoting the welfare of children and expects all staff and volunteers to share this commitment. An enhanced DBS and qualifications check will be carried out upon appointment of all successful candidates.



Job Description

Job title:	PPA Cover Teacher (Unqualified Teacher Pay Scale)
Salary:	UQ1 -6 in accordance with the current Unqualified Teacher Pay Scale (dependent on qualifications and experience)
Hours:	Fulltime
Contract type:	Permanent
Closing date:	24 th September 2026
Potential start date:	2 nd November 2026 (Pending satisfactory completion of all pre-employment checks)
Interviews week commencing	28th September 2026- Early applications are encouraged; we reserve the right to interview strong applicants before the closing date of this advert.

Purpose of the Role:

- To facilitate and encourage learning which enables pupils to achieve the highest standards; to take ownership of and support the shared responsibility for the well-being, education and behaviour of all children
- To treat pupils and staff with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position

This Job Description should be read alongside the range of professional duties of Teachers as set out in the Teachers' Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards.

Key Responsibilities:

Set High Expectations:

- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils and to model the Academy motto as well as that of IFPT

Promote good progress and outcomes:

- Be responsible for the learning and achievement of all pupils in the class ensuring equality of opportunity for all
- Be accountable for the attainment, progress and outcomes of pupils you teach
- Build the Academy's 'Creating Excellent Learners' philosophy into all lessons, to build independence and responsibility for learning within the children

Demonstrate good curriculum and subject knowledge:

- Provide opportunities to develop pupils' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the Academy context
- Take responsibility for their own professional development and keep up to date with research and developments in pedagogy and in the



subjects, they teach.

- Take all opportunities to develop pupils oracy and build their subject specific vocabulary

Plan and teach well-structured lessons:

- Ensure effective teaching of whole classes, groups and individuals so that learning objectives are achieved by all, momentum and challenge are established and maintained, and best use is made of time
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources
- Identify precise learning objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught
- Evaluate their own teaching critically and use this to improve their effectiveness
- Select and make good use of ICT and other learning resources
- Follow the Academy's long-term plans in each subject
- Build on the knowledge and skills developed in the previous year groups and using the Academy's end of phase outcomes to plan these lessons
- Make effective use of outdoor learning wherever possible and appropriate.

Adapt teaching for all pupils:

- Teaching ensures that the pupils' needs are met and there is effective differentiation and challenge in all lessons
- Have a clear understanding of the needs of all pupils, including those with special educational needs; more able; those for whom English is an additional language; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Take responsibility for the accelerated learning of Pupil Premium children
- Take account of, and update EHCP targets and pupil provision maps in conjunction with the SENDCo

Make accurate and productive use of assessment:

- Set appropriate, challenging and aspirational expectations for pupils' learning and motivation. Set clear targets for pupils' learning, building on prior attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback, both orally and through accurate marking, in line with academy policies
- Encourage pupils to respond to the feedback where appropriate, reflect on their own progress and emerging needs
- Reflect and assess how well learning objectives have been achieved and use this assessment for future planning and teaching
- Use relevant data from Target Tracker to monitor progress, set targets, and plan interventions and subsequent lessons.
- Use the Academy's end of phase outcomes for non-core subjects to assess pupil progress



Manage Behaviour Effectively:

- Set high expectations for pupils' behaviour, establishing and maintaining an excellent standard of discipline through well-focused teaching and through positive and productive relationships
- Follow the academy behaviour policies with a focus on positive reinforcement
- Establish and maintain routines and procedures which promote excellent behaviour both in and out of lessons, including assemblies and moving around the Academy
- Meet with parents/carers to discuss any issues around pupil behaviour and develop behaviour plans, if needed

Fulfil wider professional responsibilities:

- Prepare and present informative written and oral reports to parents/carers
- Share responsibility for the implementation of Academy policies and practices
- Contribute to the life of the Academy and Trust through effective participation in meetings and management systems necessary to co-ordinate the management of the Academy and Trust
- Establish effective working relationships with professional colleagues across the Trust
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Make a positive contribution to the wider life and ethos of the Academy and Trust, including organising and running a club
- Liaise and work with subject coordinators, SENDCo and phase leaders where needed in order to maintain high standards
- Participate in the organisation of trips and events under the direction of year group/phase leaders
- Take responsibility for a subject area and promote, support and monitor as necessary
- Take an active role in the Academy's appraisal system

Personal and professional conduct:

- Liaise with agencies responsible for pupils' welfare
- Be responsible for promoting and safeguarding the welfare of children and young people within the Academy, raising any concerns following Academy procedures.
- Set a good example to the pupils they teach in their presentation and their personal conduct
- Respond in a timely fashion to deadlines, requests for information etc



Person Specification

Method of Assessment (MOA)

AF-Application Form	AC- Academic Certificate	I-Interview Panel	T-Task	O-Observation
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	Essential	Desirable	MOA
Qualifications	Holds post graduate qualifications		AF/AC/I
Knowledge & understanding	- The ability to deliver high quality education within primary phase - Be a good or outstanding primary practitioner - The ability to plan, deliver and evaluate appropriate learning - To know and understand how effective feedback impacts pupil progress - Have secure pedagogy that underpins how children learn - Know, understand and have experience of handling child protection and safeguarding - Has a passion and a commitment to working in an inclusive Academy - Has experience of adapting learning to meet the needs of all children, including those who are disadvantaged, those with special educational needs and those who are more able	- Has previous experience teaching within EYFS and/or KS1 - Has experience of leading a curriculum area - Has a thorough understanding of the need to be accountable to parents, governors and other parties and has the necessary skills to undertake this effectively	AF/I
Skills & abilities	- Is a competent and confident user of IT - Demonstrates a commitment and a passion for shared, co-operative working and can demonstrate positive team working strategies - Proven ability to communicate effectively - Experience of establishing positive and professional working relationships - Ability to correctly model written and spoken language - Have high expectations for all learners - Good organisational skills and efficiency		AF/I/T/O
Personal qualities	- Enjoys being with and working with children - An enthusiastic and optimistic outlook - To hold a growth mindset and believe that all children can achieve - Reflective and open to feedback - Creative in problem solving with a willingness to try new ideas	Own life experiences in order to enhance the cultural capital of our children	AF/I



Recruitment Process:

Application Process:

Applications are made available by the Trust's recruitment portal, My New Term. Interested candidates should complete the online My New Term application form, please include a personal statement that should outline your suitability for the post by referring to the job description and person specification.

In compliance with KCSiE Safer Recruitment Guidelines, CV's cannot be accepted and you will need to complete an online My New Term application form to be considered for this position.

Shortlisting:

Candidates will be notified if they have been successful for interview. Early applications are encouraged, we reserve the right to interview strong applicants before the closing date of this advert.

Interview Process:

As part of the interview process, you will be required to complete a role related task in class observation and panel interview.

Identifications:

As part of our safeguarding and safer recruitment procedures, candidates invited to interview will be required to provide three original identification documents to enable us to complete the necessary Enhanced DBS identity and Right to Work checks, including documents from the relevant **Group 1, Group 2a and/or Group 2b** categories.

Photocopies or emailed copies of documents will not be accepted.

One document from Group 1 from this list:

UK Passport	
UK Birth Certificate	Issued within 12 months of birth Must be accompanied with P60 or P45
Adoption Certificate or name change certificate.	Originals only
Non-UK Passport/BRP Card/E-Visa	Must be accompanied with a Share Code

Two further documents from the DBS Group 2a or Group 2b:

Current Driving Licence	Full or Provisional
Council Tax	Issued within 12 months
Utility bill (excluding mobile phone bills)	Issued within the last 3 months, only provide one utility bill
Bank or Credit Card statement	Issued within 3 months. Posted paper statement preferred, if unavailable, a bank-printed statement endorsed with the bank's stamp is required.
Mortgage statement	Issued within 12 months
P45 or P60	Must be original and cannot be an online document or PDF printed from an online account
Benefit Statement	Issued within 12 months



Pension Financial Statement	Issued within 12 months
HMRC self-assessment letters or tax letter	Issued within 12 months
Evidence of name change	Marriage or adoption certificate

It is vital we receive the correct identification as listed as incomplete or unsuitable documentation may delay the completion of your pre-employment checks. Any offer of employment will be subject to satisfactory completion of all required **pre-employment and safeguarding checks**, including the appropriate DBS and Right to Work checks.

Qualifications:

Please provide original academic qualifications as cited on your application form, we cannot accept transcripts nor photocopies of qualifications.

Visits:

Visits to the Academy are warmly welcomed but need to be arranged in advance. Please email: office@avpa.school or call: 01494 939830 to arrange a visit.

Further Information:

For more information about our Academy please visit our website www.abbeyviewprimaryacademy.org.uk or to discuss the role further please contact our Principal, Ms M Mirza, via email: office@avpa.school or telephone: 01494 939830

Abbey View Primary Academy and the Inspiring Futures Partnership Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Online searches will be completed prior to shortlisting and an enhanced DBS check will be sought from the successful candidate.