



Teacher

Information for  
Applicants

May 2026



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# About Cavendish Education Trust

Cavendish Education Trust (CET) is a growing family of primary and secondary schools. Our mission is to deliver the very best learning experiences and environment which inspires the highest outcomes for everyone within the Trust community.

The Cavendish Education Trust offers an exciting and dynamic workplace environment. We believe that staff make a difference to children and place staff development at the centre of our strategic planning.

Promoting the continuous professional development of our staff is one of our highest priorities as we believe this is a vitally important part of improving outcomes for young people. Cavendish Education Trust is proud of its record in developing staff and on the quality of CPD more widely.



# Letter from our Chief Executive Officer

Dear Applicant,

Cavendish Education Trust (CET) is a growing family of primary and secondary schools. Our mission is to deliver the very best learning experiences and environment which inspires the highest outcomes for everyone within the Trust community.

We encompass more than 2,000 pupils between the ages of 2 and 16 years in Infant, Junior and all-through settings. As well as achieving excellent academic results, CET schools are deeply committed to the personal development of our young people. We are proud to contribute to our local community with our pupils having opportunities to support local projects.

I strongly believe in the power of an outstanding education to transform lives. It is a great privilege for me to lead CET and I work tirelessly to make sure we deliver our vision of working collaboratively to inspire learners to demonstrate the knowledge, skills and values required for lifelong learning and to be successful, active members of the Trust and wider community.

The Trust has three shared key values which are Respect, Responsibility and Resilience. They underpin everything that we do across the Trust, from planning and delivering our curriculum to personal development of individuals. Through our values, a caring and supportive environment is created to promote learning.

Our schools promote excellence in everything they do. In every school, the entire staff team works in partnership with parents and the local community in nurturing today's young people and inspiring tomorrow's leaders.

CET employs the very best staff and invests heavily in their continuing professional development. CET has a talented and dedicated team of staff, Local Governors and Trustees. Each of our schools receives strong support from parents and the local community. We work together, united in a common goal to enable pupils with the knowledge and skills to become successful lifelong learners.

Thank you for your interest in working with us.

*Peter Marchant*

Chief Executive Officer (CEO)

# About Stafford Junior School

Stafford Junior School is an exciting and rewarding place to work and we offer a range of professional development opportunities to support your growth and help you achieve your ambitions. We pride ourselves on providing pupils with a high-quality education. Ofsted recognised this in July 2024 when they judged pupils' personal development to be outstanding. Our teachers are well-trained and deeply understanding of their pupils' needs. As a school, we maintain the highest standards of behavior both in and out of the classroom, which allows our pupils to focus on their learning and achieve great results.

Stafford boasts amazing facilities, including extensive grounds, a Forest School area, a dedicated science laboratory, a music room, and even a reading cafe. I encourage you to visit us to see these fantastic resources firsthand.

Working with Cavendish Education you're part of a larger team - a family. Our primary schools work collaboratively in planning and sharing resources, which helps to reduce teacher workload. This ensures our teachers can focus on what they do best: teaching and connecting with children, without being overburdened by paperwork.

Best wishes,

*Kyra Siddall-Ward*

Executive Headteacher

*Corrine Crawford*

Head of School



# Staff Wellbeing

Staff Wellbeing is our priority at Cavendish Education Trust and are always investigating new initiatives to promote wellbeing as part of our schools' priority to develop and implement a CET mental health and wellbeing strategy. We offer our staff the following:

- Wellbeing groups are set up at each school to discuss and enhance staff wellbeing;
- Free Flu Vaccinations are offered annually;
- An Employee Assistance Programme (counselling service) is available to staff and their family members for confidential support and advice on financial and welfare issues;
- Childcare vouchers are available as part of a salary sacrifice scheme;
- A cycle to work bike scheme, to save and spread out the cost of a new bicycle as part of a salary sacrifice scheme;
- A welcoming staff room with complimentary tea and coffee;
- Support and mentoring by Senior Leadership Team and other experienced leaders;
- Tailored CPD and staff development;
- A 50% contribution to the cost of Benenden Private Health Care;
- Local Government Pension Scheme / Teachers Pension Scheme.





### JOB DESCRIPTION 1/3

<b>JOB TITLE</b>	Teacher
<b>GRADE</b>	Main – Upper Pay Range
<b>RESPONSIBLE TO</b>	Head of Phase / Head of Faculty / Curriculum Leader

#### JOB PURPOSE

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher. To be an effective professional who demonstrates their curriculum knowledge, able to deliver effective teaching, learning and assessment to support the achievement of pupils.

#### Teachers Standards

Teachers' Standards is the core document for practising teachers at this school and defines their daily role and responsibilities. The Standards encompass teachers' job descriptions, reflect the school development plan and constitute the framework for the management of the appraisal process in this school.

#### KEY TASKS

##### Planning, Teaching & Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting tasks which challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Be aware of and make provision for pupils are AEN/SEN, very able, LAC or who have other particular needs
- Providing clear structures for lesson maintaining pace, motivation and challenge
- Making effective use of assessment and ensure coverage of programmes of study
- Ensuring effective teaching and best use of available time
- Maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- Using a variety of teaching methods to:

## JOB DESCRIPTION 2/3

- I. Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
  - II. Use effective questioning, listen carefully to pupils, and give attention to errors and misconceptions
  - III. Select appropriate learning resources and develop study skills through library, ICT and other sources.
- Ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
  - Evaluating own teaching critically to improve effectiveness
  - Ensuring the effective and efficient deployment of classroom support
  - Taking account of pupils' needs by providing structured learning
  - Opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy
  - Encouraging pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively
  - Using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.

### **Monitoring, Assessment, Recording, Reporting**

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Mark and monitor pupils' work and set targets for progress
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- Undertake assessment of pupils as requested by examination bodies, departmental and school procedures
- Prepare and present informative reports to parents.

### **Curriculum Development**

- Contribute to the whole school's planning activities
- Liaise with Key Stage Leader or Curriculum Leader to ensure the implementation of the school's Curriculum Development.

### **School Development**

- To promote equal opportunities within the school and to seek to ensure the implementation of the school's and Children's Services equal opportunities policies
- To promote within the school a culture in which all pupils, staff and parents feel confident in raising concerns relating to the welfare or safety of children and that those concerns will be heard and dealt with consistently, and to do this in accordance with the school's Child Protection Policy.

## JOB DESCRIPTION 3/3

### Other Professional Requirements

- Have a good working knowledge of teachers' professional duties and legal responsibilities
- Operate at all times within the stated policies and practices of the school
- Have a good knowledge of subject(s) or specialism(s) to enable effective teaching
- Take into account wider curriculum developments
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school and pupils
- Contribute to the everyday life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
- Take part in marketing and liaison activities such as Open Evenings, Parents Evenings, Review days and events with partner schools
- Take responsibility for own professional development and duties in relation to school policies and practices
- Liaise effectively with parents and governors.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document (STPCD), the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. The job description should be read in conjunction with Annex 1 – Teachers' Standards (England) contained with the STPCD.

All staff have the responsibility for promoting the safeguarding and welfare of children. All staff should be aware of the Trust's Child Protection and Safeguarding Policy and work in accordance with this document at all times.

*This job description sets out the duties of the post at the time it was published. The hours and the job description may be modified depending on the needs of the Trust. The post holder may be required from time to time to undertake other duties within the Trust as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post. The priorities for each year will be reviewed against this job description annually through performance management meetings.*

*Please note that we are committed to safeguarding and promoting the welfare of our staff and pupils and expect all those who work with us to share this commitment. Successful applicants will need to undertake a DBS Enhanced Clearance check (Disclosure and Barring Service). We give high priority to promoting diversity throughout the Trust.*

## PERSON SPECIFICATION TEACHER

### Education & Qualifications

#### Essential Criteria

- DfE recognised teaching qualification
- A degree in related subject (Secondary)

### Key Skills & Abilities

#### Essential Criteria

- Ability to plan, prepare and assess programmes of work, appropriately differentiated, for the delivery of the curriculum
- Ability to communicate effectively with pupils, colleagues, parents and other stakeholders using data effectively in setting targets and understanding pupil progress
- Ability to teach a specialist subject across at least one key stage (Secondary) or the ability to direct the work of a teaching assistant (Primary)

### Knowledge & Experience

#### Essential Criteria

- Knowledge and understanding of recent developments in the curriculum with and the importance of literacy and numeracy across the curriculum.
- Knowledge and understanding of the particular requirements of delivering education to pupils with AEN/SEN, very able, LAC or who have other particular individual needs
- Knowledge of strategies which are necessary to promote purposeful learning and progress while safeguarding the welfare and health and safety of pupils working in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Understanding of the role of a form tutor (Secondary)

### Personal Attributes

#### Essential Criteria

- Evidence of ongoing professional development; attendance on courses, INSET, action research, personal study etc with an enthusiasm for running and involvement in, extra-curricular activities
- Commitment to safeguarding and promoting the welfare of children and young people working with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary

# Staff Testimonials

*From day one, I felt welcomed, there is a real sense of community here, and everyone is committed to creating the best possible learning environment for our pupils. I truly appreciate the collaborative atmosphere and the opportunities for professional growth.*

**- Primary Teacher**

*Working at this school has been an incredibly rewarding experience. I feel empowered to innovate and make a real difference to the lives of our pupils knowing I have a strong team backing me up.*

**- Secondary Teacher**

*The resources and support provided are excellent, I appreciate the open communication and the feeling that my voice is heard.*

**- Teaching Assistant**



# How to Apply

Once again, thank you for your interest in this role at Cavendish Education Trust.

Please note that applications will be considered as they are received and you are therefore advised to submit your application as early as possible, as some interviews may take place, and an appointment may be made, before the closing date is reached for this position.

If, like us, you are passionate about providing the best possible education for all pupils in an outstanding school with a culture of high expectations and ambition, please ensure you apply for this position.

Cavendish Education Trust is committed to providing the best possible care and education to its students and to safeguarding and promoting the welfare of children and young people.

If you wish to arrange a visit or have an opportunity to discuss this post informally, please contact our HR department on:

01323 731340, or email [hr@cet.uk](mailto:hr@cet.uk)



# Stafford Junior School

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