



St Mary's
CE Primary & Nursery School



CLASS TEACHER - LOWER KS2

Recruitment Pack

Closing Date: Wednesday 15th April 2026



Empower
Multi-Academy Trust

Inspire • Empower • Achieve



Dear Colleague,

In our school, it is important that people are made welcome by all staff. The learning environment, displays pupils' work and the general care of our school should reflect the ethos and values of the staff, governors, pupils, families and communities. Our pupils should reflect on the values and relate them to their own behaviour. We encourage pupils to use values to guide their own actions. The endeavours of the pupils are built upon and extended through their work and play in a school committed to Christian Values.

Our vision is simple - it is for all our pupils to have high aspirations and to have a wide range of opportunities to develop the knowledge they need to reach their full potential.

To achieve this we will...

- Teach lessons which ignite curiosity and allow them to experience the feeling of discovery.
- Be role models who instil consideration and encourage them to embrace difference and diversity.
- Provide a safe environment to inspire confidence and support them to shape their own future.

As we are a church school, we take the development of the whole child as seriously as we do their intellectual, artistic and physical development.

We have established a partnership between parents, governors, staff, children, church and everyone else involved in the life of the school.

We are an open and friendly school where all children are made welcome and made to feel they can succeed. We hope that you will feel welcome to get involved and to contribute whatever you feel able to offer to St Mary's.

For our part, we want you to feel secure and comfortable that we offer a happy and safe learning environment, where your child will make progress academically, creatively, socially, spiritually and physically. We have strong links with RAF Shawbury where many parents come for short-term postings. We believe it is especially important for you to feel that your child will be settled and begin to make progress from the word go.

Any primary school is a special place for all those who work there, encouraging high standards and genuine commitment from all who are involved. We work hard to provide an atmosphere of care, commitment and fun! We feel confident that our delivery of the curriculum at St Mary's, and our whole-school approach to children, meets the needs of all the individuals in the school. And of course, we are ALWAYS looking to improve what we do for the benefit of your children.

Sarah North - Headteacher

Post Title: Class Teacher (M1 - M3) - Lower KS2

Reporting to: Sarah North - Headteacher

Salary: M1 - M3 Annual Salary: £32916.00 - £37101.00

Hours: Full time - Fixed term for 1 academic year from September 2026

Location: St Mary's CE Primary School & Nursery, Shawbury, Shrewsbury, SY4 4JR

Core Purpose of Role:

- Provide high-quality teaching that supports children's academic, social, and emotional development.
- Deliver a broad, balanced, and engaging curriculum tailored to Lower KS2 learning needs.
- Build strong foundations in core subjects such as English, maths, and science.
- Differentiate teaching to meet diverse learning styles, abilities, and needs within the classroom.
- Create a safe, inclusive, and supportive learning environment where all pupils feel valued.
- Assess pupils' progress regularly and use this information to inform planning and next steps.
- Foster pupils' independence, resilience, and enthusiasm for learning.
- Promote positive behaviour and establish clear routines and expectations.
- Work collaboratively with colleagues, support staff, and senior leaders to enhance learning.
- Communicate effectively with parents and carers about progress, wellbeing, and targets.
- Support pupils' personal development, including social skills, teamwork, and confidence.
- Safeguard pupils and ensure their wellbeing at all times.

Duties:

- Plan, prepare, and deliver well-structured lessons that meet curriculum objectives.
- Differentiate tasks and scaffolding to support a range of learning needs and abilities.
- Mark work, provide timely feedback, and track pupil progress against targets.
- Use assessment data to inform planning and adapt teaching accordingly.
- Establish and maintain a positive, productive, and well-managed classroom environment.
- Implement and uphold school behaviour policies and encourage positive conduct.
- Create engaging displays that support and celebrate learning.
- Work effectively with teaching assistants to maximise support for pupils.
- Communicate regularly with parents and carers through meetings, reports, and informal contact.
- Participate in staff meetings, training, and professional development activities.
- Liaise with SENCO and other professionals to support pupils with additional needs.
- Supervise pupils during non-teaching times such as breaks, assemblies, or trips.
- Contribute to the wider life of the school, including clubs, events, and enrichment activities.
- Maintain accurate records including attendance, behaviour logs, and safeguarding concerns.
- Ensure all safeguarding procedures are followed and promote the welfare of all pupils.

Class Teacher - Lower KS2

Management:

- Manage the learning environment to ensure it is organised, purposeful, and conducive to progress.
- Oversee classroom routines and systems, ensuring smooth transitions and efficient use of learning time.
- Direct and deploy teaching assistants effectively, ensuring support is targeted where needed.
- Manage behaviour positively, using school policies consistently to maintain a safe, respectful atmosphere.
- Monitor and track pupil progress, identifying those needing intervention or additional challenge.
- Coordinate resources and materials, ensuring pupils have what they need for learning and that resources are well maintained.
- Lead small groups or focused interventions, managing time and timetables effectively.
- Maintain accurate records for assessment, safeguarding, attendance, and behaviour.
- Manage communication with parents and carers, providing updates, addressing concerns, and building constructive relationships.
- Collaborate with colleagues and support staff, sharing information, planning together, and contributing to team decisions.
- Ensure classroom policies align with whole-school expectations, including safeguarding, health and safety, and equality of access.
- Organise and manage educational visits or workshops, ensuring risk assessments and logistics are in place.

Resources:

- Plan, organise, and manage classroom resources to support effective teaching and learning.
- Ensure all materials are accessible, appropriate, and well-maintained, promoting pupil independence.
- Create and update engaging classroom displays that reinforce key learning and celebrate pupils' achievements.
- Use ICT resources effectively, including interactive whiteboards, tablets, and learning software.
- Select and adapt resources to meet the diverse needs of pupils, including SEND and EAL learners.
- Manage and monitor the use of manipulatives and equipment, especially in maths and science.
- Ensure resources align with curriculum objectives and enhance lesson outcomes.
- Maintain an organised classroom library to promote reading for pleasure and support literacy goals.
- Order or request new resources in line with the school's budget and priorities.
- Handle shared resources responsibly, coordinating with colleagues to ensure fair access.
- Store resources safely, following health and safety requirements.
- Prepare materials in advance to ensure lessons run smoothly and time is used efficiently.

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Knowledge and Qualifications:

Essential, i.e. the postholder must have:

- **Qualified Teacher Status (QTS).**
- Degree-level qualification appropriate for teaching (e.g., BA/BSc with QTS or PGCE).
- Enhanced DBS check (or willingness to obtain one).
- Evidence of recent, relevant professional development (e.g., safeguarding, curriculum updates).
- Strong understanding of the KS2 National Curriculum and age-related expectations.
- Secure subject knowledge across English, maths, science, and wider foundation subjects.
- Understanding of child development for ages 7–9 and how children learn at this stage.
- Knowledge of effective teaching strategies, including differentiation and assessment for learning.
- Awareness of SEND needs and strategies for inclusion.
- Clear understanding of safeguarding, child protection procedures, and statutory responsibilities.
- Knowledge of positive behaviour management approaches.
- Understanding of both formative and summative assessment and how data informs next steps.
- Commitment to equality, diversity, and inclusion.

Desirable, i.e. the postholder would ideally have:

- Paediatric First Aid training.
- Additional CPD or accreditation related to SEND, e.g., autism, dyslexia, or speech and language development.
- Specialist subject training (e.g., PE, music, computing).
- Training in specific school-adopted programmes (e.g., reading schemes, behaviour frameworks).
- Familiarity with current educational research and pedagogical best practice.
- Knowledge of specific learning approaches such as White Rose, RWI, Insight
- Understanding of EAL strategies.
- Knowledge of digital learning tools and effective use of classroom technology.

Experience:

Essential, i.e. the postholder must have:

- Experience teaching in a primary school setting, preferably within KS2.
- Proven ability to plan, deliver, and assess effective lessons that meet curriculum objectives.
- Experience differentiating learning to support a range of abilities, including SEND.
- Experience using formative and summative assessment to monitor progress and inform planning.
- Demonstrated ability to manage behaviour positively and maintain a purposeful learning environment.
- Experience working collaboratively with teaching assistants, colleagues, and wider school staff.
- Experience communicating with parents and carers regarding progress, behaviour, and wellbeing.
- Experience maintaining accurate records for assessment, safeguarding, and classroom data.

Desirable, i.e. the postholder would ideally have:

- Experience specifically teaching Lower KS2 (Years 3–4).
- Experience delivering or supporting intervention groups or targeted catch-up programmes.
- Experience contributing to curriculum development, year-group planning, or subject leadership.
- Experience supporting pupils with complex SEND, EAL needs, or behavioural challenges.
- Experience integrating educational technology into teaching and learning.
- Experience organising school trips, enrichment activities, or extracurricular clubs.
- Experience working within a multi-agency team, such as with speech therapists or educational psychologists.

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Skills and Personal Qualities:

Essential, i.e. the postholder must have:

- Strong classroom management skills that promote positive behaviour and productive learning.
- Effective communication skills with pupils, colleagues, and parents.
- Ability to differentiate teaching to meet diverse learning needs and abilities.
- Strong organisational and time-management skills, including planning and prioritising tasks.
- Confidence in using assessment data to inform teaching and track pupil progress.
- Competent use of ICT for teaching, planning, and record-keeping.
- Ability to create an inclusive environment where all pupils feel supported and valued.
- Collaborative working skills, contributing effectively as part of a team.
- Adaptability and flexibility in responding to changing priorities and pupil needs.
- Emotional resilience and the ability to remain calm under pressure.
- Passion for teaching and commitment to pupils' progress and wellbeing.
- Warmth, patience, and empathy when working with children.
- High expectations for behaviour, effort, and achievement.
- Reflective practice, with a willingness to learn and improve.
- Reliability and professionalism in all aspects of the role.
- Creativity in planning engaging, stimulating learning experiences.

Desirable, i.e. the postholder would ideally have:

- Ability to lead or contribute to extra-curricular activities or enrichment opportunities.
- Skills in using a range of digital tools or online learning platforms.
- Experience with specific teaching frameworks (e.g., Talk for Writing, Power Maths, Read Write Inc.).
- Ability to design cross-curricular learning opportunities that enhance engagement.
- Skills in supporting pupils with complex SEND, EAL needs, or emotional/behavioural difficulties.
- Enthusiasm for curriculum innovation and trying new approaches.
- Confidence to share expertise or support colleagues where appropriate.
- Strong initiative, with the ability to identify and drive improvements.
- Cultural awareness and sensitivity, fostering a diverse and inclusive classroom.
- Positive, solution-focused mindset when facing challenges.





Why would an aspirational Teacher join us?

St Mary's

CE Primary & Nursery School

We are committed to developing our staff and to providing opportunities for growth. We want to encourage the career progression of our employees wherever possible, and support staff who wish to move between our schools and the Shared Services Team when suitable roles arise. We also offer secondment opportunities when available.

At Empower Multi-Academy Trust you would be working alongside excellent leaders in education, each with specific areas of expertise. We offer Middle and Senior Leadership development programmes, professional support networks and career development pathways for staff at all levels. In addition, we also have mentoring and coaching programmes, peer learning, internal and external CPD opportunities.

Health and Wellbeing Services

Working in education is a challenging job and the health and wellbeing of our staff is high on our agenda and a key priority. We have several Trust wide wellbeing initiatives that offer support and guidance for our workforce:

- A Trust Wellbeing Strategy and Charter outlining our commitment to staff wellbeing.
- At least one trained Mental Health First Aider in every location, helping to embed our belief that physical and mental health hold equal importance.
- A network of Mental Health First Aiders and Mental Health Leads who provide support, guidance, and signposting to colleagues across the Trust.
- A Future in Mind network representing all our academies, who signpost staff to wellbeing support and information, and ensure staff voice is heard.
- A designated Trustee sponsor whose role is to ensure staff wellbeing remains a priority
- Wellbeing is a discussion item on each Trustee / Local Governing Body meeting agenda
- Dissemination of annual staff wellbeing questionnaires to inform future actions
- Active engagement in national and international awareness days
- Working towards the Mental Health and Work Commitment and the Education Staff Wellbeing Charter.

Take a look at our employee benefits [HERE](#)



What we can offer you

Mission Statement:

To give our young children the knowledge and skills they need to flourish, succeed and contribute to our world

Vision Statement:

For all our pupils to have high aspirations and to have a wide range of opportunities to develop the knowledge they need to reach their full potential.

School Values: Peace, Empowerment, Ambition, Collaboration, Positivity, Respect and Integrity

Join Empower Multi-Academy Trust - Where People Matter



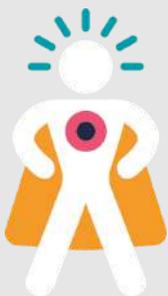
EMPOWERMENT

We actively promote opportunities for every child, adult and school to influence their own practice and future.



POSITIVITY

We adopt a 'can do' attitude and an optimistic approach.



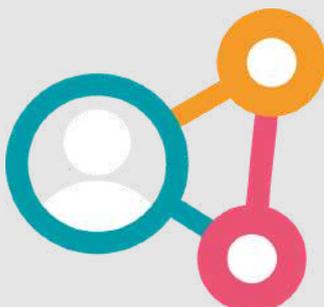
AMBITION

We encourage and support every child, adult and school to aim high to achieve their aspirations.



RESPECT

We are thoughtful and considerate to ourselves, others and the environment.



COLLABORATION

We work together to support everyone to achieve their aims.



INTEGRITY

We are honest, transparent and fair in everything we do.



Application & Selection Process

Please complete the online application form in full and submit with a supporting letter detailing how your skills, experience and attributes demonstrate your sustainability for the role.

Applications should be sent to Michelle Harrington, Director of People & Culture, via the My New Term platform.

The closing date for applications is: Wednesday 15th April 2026

Interviews will be held on: Wednesday 22nd April 2026

Selection Procedure:

Successful candidates will be invited to interview on Wednesday 22nd April 2026.

More detailed information about the interview process will be provided to shortlisted candidates.

Safer Recruitment:

Empower Trust is committed to safeguarding and protecting the welfare of children and expects all staff and volunteers to share this commitment. As part of our recruitment process all successful candidates will be subject to a Disclosure and Barring Service check along with other relevant employment checks.

On the day interview:

All applicants will be required to bring in a minimum of three pieces of identification which verify their name, date of birth and current address., one of which must be a form of photographic identification.

The following are acceptable:

- Valid passport, birth certificate or driving licence
- Additional proof of address such as a recent utility bill, council tax bill or bank statement (at least two are required and should be dated no more than three months ago)

Applicants will also need to bring their qualification certificates.

Appointments are subject to the receipt of satisfaction references. References will be sought from the current employer and gaps in employment history followed up.

Data Protection:

You should be aware that the information you provide will be stored at Empower Trust and will not be passed to any third party. Please also refer to our Recruitment Privacy Notice.

PRIVACY NOTICE - JOB APPLICANTS

This privacy notice advises job applicants of the Trust's commitment to data protection responsibilities of privacy and confidentiality relating to the collection and processing of their personal information.

We collect and process your personal data as part of the recruitment process in relation to the role you are applying for. All Headteachers and Managers involved in the recruitment process have responsibility for ensuring that applicants' personal information is held and processed in the correct way.

What is personal information

Personal information is any information that relates to you and can be used directly or indirectly to identify you, such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person (GDPR article 4).

Special categories of personal data means information about an individual's racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health, sex life or sexual orientation and biometric/genetic data (GDPR article 9).

Legal Basis for Using Personal Data

We collect personal data only for specified, explicit and legitimate purposes, whether or not by automated means, such as collection, recording, storage, retrieval, use, disclosure, dissemination, erasure, or destruction (GDPR article 4).

1. We process personal data lawfully, only where it is adequate, relevant, and limited to what is necessary for the purposes of processing.
2. We keep accurate personal data, only for the period necessary for processing, and take all reasonable steps to ensure that inaccurate personal data is rectified or deleted without delay.
3. We adopt appropriate measures to make sure that personal data is secure, and protected against unauthorised or unlawful processing, accidental loss, destruction, or damage.
4. We do this to ensure a candidate is suitable for the role and to make sure reasonable adjustments can be made for those applicants who have a disability.
5. Processing of personal data ensures that a fair recruitment process has taken place.

We will not process personal data of applicants for reasons other than the recruitment and selection process. Where we process special categories of personal data or criminal records data to perform obligations, this is done for legal reasons. We will update personal data promptly if an applicant advises that his/her information has changed or is inaccurate.

To operate an effective recruitment process, we will collect and store personal information you submit as part of the application process. By submitting your personal information, you are consenting to us using it in accordance with this policy. You are under no obligation to provide your consent for the organisation to hold your data out-side of the recruitment process. If you do not consent to the organisation holding, processing, and sharing your personal data during the recruitment process, we may not be able to process your application.

In some cases, the organisation will need to process data to ensure that it is complying with its legal obligations. For example, we must check an applicant's entitlement to work in the UK.

What data do we hold on you?

The personal data we hold regarding you can include, but is not limited to, information such as:

- Your name and address.
- Email address and telephone number.
- Date of birth.
- Equal opportunities monitoring information.
- Your nationality and entitlement to work in the UK.
- National insurance number.
- Information about your current salary and benefits.
- Qualifications and skills.
- Work experience and employment history.
- Information about your criminal record.
- Disability status to enable us to make any reasonable adjustments throughout the recruitment process.

Any applicant wishing to see a copy of the information about them that we hold should contact the organisation

Who can access your personal data?

Your personal data may be shared internally with other members of staff involved in the recruitment process for them to perform their roles. Throughout the recruitment process we maintain strict confidentiality and only process and retain personal data of unsuccessful applicants for up to 12 months before being deleted or destroyed.

How do we protect applicants' personal data?

Our servers and storage systems are based in the UK and we have ensured that appropriate safeguards are in place to protect your personal data.

We take the security of your personal data very seriously. Internal policies and controls are in place to try to ensure that data is not lost, accidentally destroyed, misused, or disclosed, and is not accessed except by our employees in the performance of their duties. Where we engage third parties to process personal data on our behalf, they do so based on written instructions, are under a duty of confidentiality and are obliged to implement appropriate technical and organisational measure to ensure the security of data. For example, we ensure that we use encrypted devices, uses passwords, virus protection and has firewalls.

What rights do you have in relation to your information?

You have the following rights in relation to your personal data: -

- The right of access to the personal data and supplementary information. This right is to enable you to be aware of and verify the lawfulness of the personal data we are processing.
- The right to rectification. This right allows you to have personal data rectified if it is inaccurate or incomplete.
- The right to erasure. This is also known as the 'right to be forgotten'. This is not an absolute right and applies in specific circumstances.
- The right to restrict processing. The right applies in circumstances where, for example, the data subject contests the accuracy of the data or challenges the public interest or legitimate interest basis. Further guidance can be obtained from the ICO's website.

- The right to data portability. This allows individuals to obtain and reuse their personal data for their own purposes.
- The right to object. Individuals have the right to object to:
 - Processing based on legitimate interests or the performance of a task in the public interest / exercise of official authority.
 - Direct marketing
 - Processing for scientific / historical research and statistics.
 - Rights in relation to automated decision making and profiling.

Further guidance and advice on the above rights can be obtained from the ICO:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulationgdpr/individual-rights/>

This policy may be subject to change, and any changes. We recommend that you check the Privacy Notice each time you submit an application. If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance by contacting the Data Protection Officer on admin@empowermat.co.uk Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns> to raise any issues you have.

