

Applicant Pack



Class Teacher



Welcome from the HR Central Services Team

We are delighted you have expressed interest in a vacancy with The Pinnacle Learning Trust. Please take the time to read the 'Join the Pinnacle Learning Trust' booklet available from our website, in order to understand the benefits of working for our trust and how you might support us in achieving our vision and values.

Should you have any questions regarding the position or the application form, please contact the Human Resources Department for assistance on 0161 287 8001.

Please ensure you submit your application by the closing date stated in the advert.

We cannot accept information held on CVs and therefore your application and accompanying statement must show all information about yourself and how you meet our requirements. The job description and person specification will assist you with this. Please provide a day-time contact number on your application form.

You should remember to include information on all your previous employment roles and qualifications gained from secondary school onwards, covering any gaps in employment which are longer than 2 months, detailing what you were doing during that time.

For teaching roles, please provide your results from the last three academic years, where available, together with your application form.

In the meantime, may we take this opportunity to thank you for your interest in working with us and we look forward to receiving your completed application.

Best regards,
HR Team

*If you require this or any of the documents in an alternate format please contact a member of the Human Resources Department.



Job Description & Person Specification

Class Teacher

Purpose of the Role

To carry out the professional duties of a class teacher in any area of the school, within the “Conditions of Employment of School Teachers”, as defined in the current “School Teachers’ Pay and Conditions Document”.

Summary of Main Duties and Responsibilities:

- Be aware of and implement the requirements of the National Curriculum assessment, recording and testing.
- Plan, organise and implement a curriculum appropriate to the class, having regard to the needs, experience, interest and stages of development of the pupils and the resources available, and where necessary, to cater for children with specific needs by providing adaptation/or extension work.
- Mark work, assess, record and report on the personal, social and educational needs and development of the children
- Set high standards in class, which can be used as a guide to expectation and a model of good practice.
- Direct the work of Teaching Assistants to support the learning of children in the class.
- Communicate and consult with parents of pupils.
- Advise and co-operate with the Head Teacher, Year Leader and other teachers on the preparation and development of course of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.
- To report to the Headteacher and Governing Body as and when required to keep them fully informed of all activities related to the curriculum area for which responsibility has been given.
- Be aware of and implement the requirements of the school’s SEN policy and procedures.
- Participate in relevant arrangements for training and professional development.
- Participate in meetings relating to curriculum, administration, organisation, and planning.
- To work occasionally out of school hours to support school functions and requirements.
- Assist the Year Leader and Head Teacher in determining and resourcing the needs of the class, and ensuring the effective and efficient use of these resources.
- Maintain good order and discipline among the pupils, safeguarding their health and safety when they are involved in school activities on the school site or elsewhere.
- Promote and provide equal opportunities for children, and awareness of multicultural differences and tolerances.
- Be committed to supporting the overall ethos and direction of the school, as determined by the Head Teacher and Governors.
- Co-ordinate a curriculum area. (Not in NQT year)
- To lead, initiate, research and plan school curriculum developments.
- To lead staff meetings to discuss the area of responsibility to facilitate a good understanding and utilisation of school policy through guidelines and schemes of work.

Requirements of All Trust Staff:

- To promote and uphold the Trust Mission Statement, values and strategic aims and objectives.
- To comply with the Academy and Trust's policies and procedures, including those relating to health and safety, safeguarding, welfare and security.
- To work positively and inclusively with colleagues, students, parents and other partners regardless of their gender, ethnicity, sexuality, age or disability.
- To attend briefings and staff meetings as required.
- To participate in the Professional Development Review scheme and undertake professional development and training as required.
- To be a positive role model and take responsibility for promoting good standards of behaviour and conduct in students.
- To undertake other duties that are in accordance with the purpose and grade of the post as agreed with the Head Teacher or designated alternate.

Relationship to other posts in the department:

Responsible to: N/A

Line manager: Headteacher

	Essential	Desirable	Method of Assessment
Education and Qualifications			
Qualified Teacher Status	✓		Application/Interview
Degree	✓		Application/Interview
Evidence of recent professional development		✓	Application/Interview
Teaching and Learning			
Experience of teaching in the primary phase with a willingness and ability to teach across the primary age range	✓		Application/Interview
Recent experience of a teacher role in EYFS.	✓		Application/Interview
The ability to use and apply effective assessment techniques (including EYFS baseline & end of year assessments)	✓		Application/Interview
Knowledge of, and the ability to use, comparative data together with information about pupils' prior attainment to establish benchmarks and set targets for improvement	✓		Application/Interview
Experience of deploying a range of strategies for raising pupils' achievement	✓		Application/Interview
Ability to develop effective partnerships with parents	✓		Application/Interview
Experience of deploying a range of strategies which impact on raising standards through effective learning and teaching	✓		Application/Interview
Ability and willingness to assist in school improvement planning and self-evaluation	✓		Application/Interview
Ability and confidence to use ICT effectively for management and to positively impact on teaching and learning	✓		Application/Interview
Leadership and Management			
Ability to construct an annual action plan which is effective in developing a subject/aspect and identifies strategies for raising the achievement of pupils	✓		Application/Interview
Ability undertake subject/aspect audit and review.		✓	Application/Interview
Ability and willingness to support colleagues and develop the quality of teaching and learning in area(s) of subject responsibility	✓		Application/Interview
Skills and Abilities			
Ensure accelerated rates of progress for children in reading, writing and maths	✓		Application/Interview
Set high expectations and standards as a role model for pupils	✓		Application/Interview
Develop productive working relationships at all levels	✓		Application/Interview
Inspire and motivate pupils and staff	✓		Application/Interview
Work as part of a team	✓		Application/Interview
When appropriate, plan and deliver relevant training	✓		Application/Interview
Seek advice and support where necessary	✓		Application/Interview
Communicate and work effectively with all stakeholders and the wider community	✓		Application/Interview
Prioritise, plan and organise specific tasks	✓		Application/Interview
Sustain their successful teaching;	✓		Application/Interview
Think creatively	✓		Application/Interview
To anticipate and solve problems	✓		Application/Interview
Listen to, and understand the views of others	✓		Application/Interview
Communicate effectively, orally and in writing (including the ability to use ICT), to a range of audiences	✓		Application/Interview
Consult and negotiate to achieve specific objectives	✓		Application/Interview
Contribute to meetings where appropriate	✓		Application/Interview
Maintain good communication systems with the Principal, Senior Leadership Team, other staff, governors and parents	✓		Application/Interview
Work Circumstances and Personal Qualities			
Ability to prioritise and manage own time effectively	✓		Application/Interview
Ability to work consistently to deadlines, setting and achieving challenging but realistic goals	✓		Application/Interview
Ability to accept guidance and support and take responsibility for own professional development	✓		Application/Interview
Show a commitment to meet all the demands of the job, in line with current terms and conditions of employment	✓		Application/Interview
Show commitment to educational inclusion	✓		Application/Interview
Show a commitment to and an understanding of the diverse and multi-cultural nature of the school and community	✓		Application/Interview

How To Apply

To apply, please click [here](#).

Additional Reasons to Join Us:

- Automatic enrolment into a Pension Scheme
- Various health and wellbeing benefits (including on site gym membership at Oldham Sixth Form College and The Hathershaw College)
- Employee Assistance Programme, offering health and wellbeing services
- Laptop/Chromebook allocated to teachers and support staff (if required)
- Cycle to work schemes available
- Free on-site parking
- Excellent opportunities for CPD and career development

Please see our Join The Pinnacle Learning Trust booklet for more reasons to work for the Pinnacle Learning Trust.

Commitment to Safeguarding

The Pinnacle Learning Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. Applicants must be willing to undergo pre-employment checks. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check. The Pinnacle Learning Trust is an Equal Opportunities Employer and welcomes applications from underrepresented groups and ethnic minorities.

“Educational organisations can often have a culture that is somewhat bureaucratic and punitive, but our trust isn’t like that. We have a human side, which we show in abundance, and we really support each other. Things like behaviour management, for example, are a team effort - no-one is just left on their own.”

Rebekah Sutcliffe, Trustee and former senior police officer and director in local government

PROUD
TO BE
PART OF





**To find out
more or to
apply:**

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