

# Recruitment Pack

Teacher (KS1)

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***I believe that our greatest strength is the integrity and passion of all our staff.***

Steve Evans  
CEO Polaris Multi-Academy Trust

# Welcome



## ***Welcome to the Polaris Multi-Academy Trust***

**Polaris Multi-Academy Trust, where our guiding principle is inspired by the North Star. Just as Polaris has served as a beacon for explorers throughout history, our Trust is committed to guiding our schools, our people, and our children and young people towards excellence and purpose. Our mission is to create a culture that enables everyone in the Trust to be the best they can be, while celebrating the unique identity of each school as the foundation for success.**

At Polaris, we value high expectations, honesty, compassion, and fairness. We foster curiosity and a love of learning, encouraging everyone to embrace new ideas and opportunities. Our vision is clear: everyone in the Trust will develop the confidence, resilience, and aspiration to reach their full potential. We provide a broad and balanced education that inspires future generations and instills a lifelong love of learning.

Our support structures are designed to empower school leaders and staff. From governance and school improvement to finance, HR, estates, IT, and catering, we deliver comprehensive services that reduce workload, enhance efficiency, and provide excellent service. We place strong relationships, transparency, and clarity at the heart of everything we do, ensuring that our resources are aligned with the needs of our schools.

We are also deeply committed to professional development and collaboration. Through CPD programmes, networking opportunities, and trust-wide initiatives, we invest in the growth of our staff and the continuous improvement of our schools. Our approach is research-informed and impact-driven, with a clear focus on succession planning and talent retention.

As we continue to grow, we do so with both care and ambition, ensuring our expansion strengthens sustainability, supports academic success and wellbeing, and enhances our strong regional presence and reputation.



**Steve Evans**

CEO Polaris Multi-Academy Trust





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***“Principles are the basis for developing a vision and value system for all.”***

# Visions & Values




## Our Mission

-  To create a culture that enables everyone in the trust to be the best they can be
-  To ensure that each school's unique DNA is used as a platform for the success of the children and young people we educate and care for

## Our Vision

-  Everyone in the trust has the confidence, resilience and aspiration to reach their potential

## Our Values

-  We have high expectations
-  We are honest, compassionate and fair
-  We are curious, we embrace learning and new ideas

# The Polaris Family



## Schools within the Polaris Multi-Academy Trust



Field Lane Primary  
Rastrick



# The Polaris Family



## *Our schools are located across West Yorkshire.*

Staff from across the Trust can share expertise, practice, and resources because of the close proximity of each of our schools. Our schools are accessible from Junctions 24 and 25 of the M62, and is just 25 minutes from Leeds and 35 minutes from Manchester.





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***We have a happy workplace. The group of staff have moulded together well and we have fun while we are here.***

Carole - Payroll Manager

## *What's it like to work for our Trust?*

**Our Trust has a reputation as an outstanding employer. This great reputation is built on the culture of support we offer our team. We have an outstanding induction programme, that will ensure that you make a great start to your career with us.**

As well as the training highlighted above, our Trust offers apprenticeships in a wide range of areas of the business, from Site and Facility roles to Administration and Finance.

We work closely with Teaching School Hubs and other Initial Teacher Training providers to enable staff to train to teach. We always promote and provide opportunities for our staff to work together and collaborate. This commitment comes from our belief that we can all benefit from each other's experience and expertise, in turn this team approach helps ensure that you feel listened to, valued and supported.

We pride ourselves on staff wellbeing being at the centre of Trust and our School Leaders decision making, this why we work hard to ensure that staff know they are appreciated and rewarded for the excellent work they do.



## *What's it like to work for our Trust?*

The Trust Central Team supports our schools and employees through the running of a high-quality services, designed to deliver you important information to your fingertips. This includes integrated payroll that enables you to view and store all your salary documents digitally on your phone. The Trust's HR support dovetails with this easy to reach approach, ensuring that if/when you need more advice and guidance, it's there for you when you need it.

The communities we serve have individual identities which reflect our vision for celebrating the uniqueness of each school in our Trust. Our schools have the autonomy to learn, explore and develop their practice, led by committed and highly skilled Heads of School. Alongside this autonomy, our schools are committed to collaboration and the sharing of resources and best practice.

The Polaris Multi Academy Trust is committed to recruiting staff who are passionate about providing every child and young person the opportunities and experiences, that give our children and young people the skills, knowledge and confidence to reach and go beyond their potential.





# Our Benefits

*and why they matter*

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***The CPD on offer at the Trust is second to none.***

Johnny - Assistant Site Manager

The Polaris Multi-Academy Trust is a great place to work and we really hope you'll agree. In addition to your competitive salary and a talented team of colleagues to work alongside, we offer a wide range of benefits to save you money, keep you healthy and help you enjoy your time at work. You'll also find plenty of opportunities to develop and progress your career at the Polaris MAT. We strive to develop and promote our own. We encourage professional development and promote internal growth, but not just upwards. We want you to have the chances to move into broader roles across our Trust and into different areas.

## ***Professional Development opportunities***

We offer regular training and access to a range of internal and external programmes tailored to your learning throughout your career, including NPQs and other professionally accredited qualifications. There are opportunities for career progression with your home school or in other schools across the Trust as well as opportunities to move from our support team to a teaching role.



Professional Development  
Opportunities



Opportunities for  
Progression



Performance Management  
Process

## Financial

We offer a competitive salary for both teaching and support staff, whereby pay progression is possible on an annual basis.

Access to and auto enrolment into a highly attractive pension plan for all staff.



Pension



Competitive Salary

## Wellbeing

A generous holiday allowance for support staff and all our school calendars are designed to fit well with the 1265hrs allowance for teachers.

Training day events specifically designed to support staff wellbeing.

Staff feedback events designed to enable you to share how we can be even better at what we do.

Access to the cycle to work scheme.



Wellbeing



Flexible Working

## Facilities

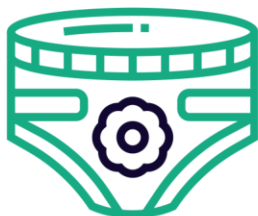
We have great school buildings with well-maintained and modern facilities.

On-site catering with great food, reasonably priced for staff.

Free car parking at every school.

Access to the fantastic Rastrick High School gym on weeknights.

Preferential access and a discounted rate to the outstanding Smarties Nursery based in Rastrick.



Discounted Nursery



On-site Gym



On-site Parking



On-site Catering



Modern Facilities

## Rewards & Recognition



**YouStar** is the home of employee benefits, to recognise and reward our staff. With access via the app, staff can save or say “thank you” on the go.

### Save money with exclusive employee discounts

The **SmartSpending™** app gives staff access to YouStar discounts and offers on the go. Browse the deals of the week and top offers to see what’s available, or search by retailer or category to find the retailers and discounts you’re looking for. Staff can also click the star at the top of any retailer page on the app to make them your ‘favourite,’ then you’ll be notified when they go on special promotion.



Sometimes recognition just can't wait!

Through **Connect+ app** staff are able to say “thank you” or recognise a colleague for a job well done, anytime and anywhere.

# Job Description

School	Fixby Junior and Infant School
Job Title	Teacher (KS1)
Reporting to	Head of School
Scale / Salary Range	M1 to M6.
Contract / hours	Permanent

## **Core Purpose**

- Teachers make the education of their pupils their first concern and are accountable for achieving the highest possible standards in work and conduct
- To consistently carry out the professional duties of a qualified teacher as identified in the DfE Teachers' Standards.

## **Set high expectations which inspire, motivate and challenge pupils**

- Establish a safe and stimulating environment for pupils, rooted in mutual respect
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils
- Provide a structured, engaging, and supportive environment that ensures every pupil achieves their academic potential.

## **Promote good progress and outcomes by pupils**

- Be accountable for pupils' attainment, progress and outcomes
- Be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these
- Guide pupils to reflect on the progress they have made and their emerging needs
- Demonstrate knowledge and understanding of how pupils learn and how this understanding impacts on teaching
- Encourage pupils to take a responsible and conscientious attitude to their own work and study

## **Demonstrate good subject and curriculum knowledge**

- Have a secure knowledge of the relevant subject(s) and curriculum areas taught, foster and maintain pupils' interest in the subject, and address misunderstandings
- Demonstrate a critical understanding of developments in the subject and curriculum areas
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever your specialist subject
- Demonstrate an understanding of and take responsibility for promoting high standards of numeracy and the correct use of mathematical terminology, whatever your specialist subject

## **Plan and teach well sequenced and engaging lessons**

- Impart knowledge and develop understanding through effective use of lesson time
- Promote a love of learning and children's intellectual curiosity
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired
- Reflect systematically on the effectiveness of lessons and approaches to teaching
- Incorporate the use of relevant technology in lessons where appropriate
- Lead the design and provision of an engaging curriculum within the relevant subject area(s)

# Job Description

## **Adapt teaching to respond to the strengths and needs of all pupils**

- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
- Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development
- Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; those that are CLA; those who attract Pupil Premium and be able to use and evaluate distinctive teaching approaches to engage and support them in closing any gaps in attainment

## **Make accurate and productive use of assessment**

- Know and understand how to assess the relevant subject and curriculum areas you teach, including statutory assessment requirements
- Make use of formative and summative assessment to secure pupils' progress
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, giving dedicated improvement times in lessons

## **Manage behaviour effectively to ensure a good and safe learning environment**

- Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the School Behaviour Policy
- Have high expectations of behaviour and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly in line with the School expectations
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary

## **Fulfil wider professional responsibilities**

- Make a positive contribution to the wider life and ethos of the School and Trust
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Work in collaboration with support staff to foster strong relationships and ensure their effective deployment
- Take responsibility for improving teaching through appropriate professional development
- responding openly to advice and feedback from colleagues
- Communicate effectively with pupils, parents and carers with regard to pupils' achievements and well-being

# Job Description



## Other Specific Duties:

- The Trust Central team are located on site at the Polaris Multi Academy Trust Offices. There will be a requirement for multi-site working at academy / school level, based on the needs of the Trust and requirements of the role.
- To attend team meetings and staff meetings and maintain confidentiality inside and outside the workplace.
- To continue personal and professional development as required.
- To actively engage in the performance review process.
- All support staff may be used to perform appropriate duties as and when required by the Trust, commensurate with the salary grade of that post if it is higher than the employee's current salary.
- To work in the best interests of the Trust, its pupils, parents and staff.
- To adhere to the Trust's policies and procedures with particular reference to Child Protection, Equal Opportunities, Teaching and Learning and Health and Safety.

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 job description is current at the date shown, but, in consultation with you, may be changed by the Trust to reflect or anticipate changes in the job commensurate with the grade and job title and/or Trust.

# Person Specification

## Teacher (KS1)

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Registration with appropriate teaching bodies (GTC)</li> <li>• Evidence of recent professional development relevant to the post e.g. degree or equivalent qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Degree level qualifications</li> <li>• A Level's qualifications</li> <li>• Ability to deal sensitively with children and resolve conflicts</li> <li>• Previous experience working with whole class activities</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Effective teaching of KS1 children</li> <li>• A working knowledge of the implications for KS1 teaching and learning</li> <li>• Experience of assessment in KS1</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in KS1</li> <li>• Experience of working with children with SEND</li> <li>• Experience of using ICT effectively within the curriculum</li> <li>• Experience of involving parents and the wider community in the life of the school</li> </ul>
<b>Abilities and Skills</b>	<ul style="list-style-type: none"> <li>• The ability to provide a well organised and vibrant learning environment</li> <li>• Ability to work consistently, prioritise and delegate appropriately, to handle pressure and to work to deadlines</li> <li>• Ability to communicate clearly and sensitively, both orally and in writing, with children, parent/carers, staff, Governors and the wider community</li> <li>• Ability to develop and maintain appropriate relationships and establish effective partnerships with children, parent/carers, colleagues and Governors</li> <li>• Ability to work collaboratively with other staff, local schools and external agencies</li> <li>• Implement and maintain clear, consistent, and effective behaviour management strategies to ensure a calm and productive classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiate and consult fairly and effectively</li> <li>• Ability to interpret and analyse data</li> <li>• Achieve challenging professional goals</li> </ul>

# Person Specification

	<ul style="list-style-type: none"> <li>• Understanding of strategies for promoting children’s moral, social and cultural development and the needs of a child with special educational needs or English as an additional language</li> <li>• Knowledge of relevant legislation and new developments, underpinning school management, organisation and the curriculum relevant to KS1</li> <li>• Knowledge of strategies, policies and practice that promote equality of opportunity</li> <li>• Knowledge of effective teaching and learning strategies and practice in the use of behaviour management</li> <li>• Awareness and commitment to the Every Child Matters agenda</li> <li>• Awareness and commitment to safeguarding and promoting the welfare of children and expecting all staff to share this commitment</li> <li>• A working knowledge of the implications for KS1 teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of the needs of SEN children in academic surroundings</li> <li>• Knowledge and understanding of the testing process for SEN pupils; assessing, analysing and reporting to staff and parents</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>• A secure understanding of the requirements of the curriculum relevant to the post applied for</li> <li>• Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management</li> <li>• A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and experience of a wide range of successful teaching and learning strategies to meet the needs of all children</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Reliability, integrity and stamina</li> <li>• An excellent record of attendance and punctuality</li> <li>• Commitment to learning</li> <li>• Resilience and perspective</li> <li>• Set high personal standards and provide a role model for pupils and staff</li> <li>• Seek advice and support when necessary</li> <li>• Willingness to contribute fully to the life of the School</li> <li>• Willingness to promote further links with the local and wider community</li> </ul>	<ul style="list-style-type: none"> <li>• Evident enjoyment in working with children, young people and their families</li> <li>• Adaptability to changing circumstances/new ideas</li> </ul>