



The Castle Partnership Trust

ACHIEVE | BELONG | PARTICIPATE

March 2020

Dear colleague

We are delighted that you are interested in The Castle Partnership Trust and the role of Reception teacher at our new Isambard Kingdom Brunel Primary School (IKB).

At The Castle Partnership Trust, we value teachers. We have an outstanding record of training teachers and investing in our staff, believing that potential, enthusiasm and good subject knowledge leads to great learning.

We love diversity and richness in our school so we welcome teachers at the beginning of their career, as well as teachers who are further on in their careers, perhaps looking for something different and who wish to bring up their families in beautiful Somerset landscapes, enjoying a better quality of life. We are committed to reducing workload and are determined to reduce class sizes so that teachers too can have a quality of life. This is part of our strategy that seeks to ensure good mental health for staff and for children.

For those of you who are ambitious to progress in your career, this is an excellent opportunity to build up skills and experience that will prepare you for promotion at the right time. Equally, we want teachers who want to focus on their own practice and enrich children's lives and give them opportunities to become happy, prosperous adults with a strong moral compass and self-esteem, to contribute to society and participate.

Staff at all levels have a strong visible presence and are responsive to students. I want students and parents to know that if there is a problem, we will deal with it quickly - within one working day- and will take any action quickly and fairly. There must be no child invisible at The Castle Partnership Trust and incidents must be dealt with quickly and effectively so children know and trust that we will take care of things and will go the extra mile with them. We are also committed to widening participation so that every child participates in learning and enrichment and all members of the school community are expected to pursue these aims.

Safeguarding

The most important thing for our children is their safety. We foster a culture of vigilance amongst staff, students and parents. We always listen to children and take their concerns seriously. The Castle Partnership Trust is committed to safeguarding and all staff have a duty of care towards our young people. All complaints and concerns are fully investigated. Please note that for posts working with children the successful candidate will be required to undergo Disclosure and Barring Service checks in line with the Local Authority and School Child Safeguarding Policy.

Somerset

Somerset is a beautiful county. It is full of pretty villages and bustling market towns. It sits perfectly between Exeter and Bristol, both excellent shopping and entertainment centres, and between the Blackdown Hills, an area of Outstanding Natural Beauty, and Exmoor. Taunton itself is a thriving market town with superb connections to other parts of the UK. The M5 and railways connect us to London, with the average journey time by rail taking a little over 2 hours. According to www.trainline.com, on an average weekday there are 36 trains per day travelling from Taunton to London Paddington, and Bristol airport is an easy 50 minutes drive.

Whether you are looking for a change of pace to bring up a family, or for a great centre for outdoor pursuits and exciting cities, Taunton is a perfect location. There are plenty of options for sports enthusiasts, with the Rugby Club, Somerset Cricket Club, as well as Taunton race course. There is even a Polo Club as well as water sports clubs for those who really want to branch out into new sports. Music is very important in Taunton and it is a venue for lots of acts where it feels like the whole of Taunton turn out. An unmissable local cultural event is the Carnival, especially nearby Bridgwater Carnival which claims it can be seen from space! Bright it certainly is but we're not sure it can be seen from space. Property prices are reasonable and there is an increase in the available housing market with attractive new developments in the local area.

To Apply

To make an application for this role please complete an application form with a covering letter by 9am on Monday 20 April 2020. The covering letter can either be written in Section F of the application form or as a separate document.

In your letter please include what you to perceive will be the challenges of working in a brand-new school and how you will combat them whilst ensuring the children you teach thrive.

Please ensure your covering letter is **no more than 2 sides of A4 in total** and in **Arial font size 12**. We do not need a personal statement in addition to the letter.

Please note that covering letters from candidates who are shortlisted for interview will be sent to their referees for comment as part of the reference process.

Applications should be emailed to ikb@castle.somerset.sch.uk or posted to:
Mrs Victoria Hawkins, IKB School Business Manager, The Castle School, Taunton, Somerset, TA1 5AU.

If you would like to discuss the role with our Primary Executive Headteacher please email ikb@castle.somerset.sch.uk with your details.

The timeline for recruitment is as follows:

- Closing date for applications is 9am on Monday 20 April 2020
- Shortlisting will take place by Tuesday 21 April 2020
- Invitations for interview will be sent by Tuesday 21 April 2020
- References will be taken up from Wednesday 22 April 2020
- Interviews will be held on Tuesday 28 April 2020 at Wellesley Park Primary School

I very much hope that this has ignited your enthusiasm and I look forward to receiving your application.

Best wishes
Sarah Watson
CEO The Castle Partnership Trust

JOB DESCRIPTION

JOB TITLE: Reception Teacher

The Trust's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

The Conditions of Employment of Teachers (contained in the School Teachers' Pay & Conditions Document) and the Teachers' Standards Frameworks produced by the Teacher Training Agency form part of job descriptions for teachers.

In line with both the complex nature of the roles carried out and the priority placed on development and improvement in all aspects of our work, job descriptions are written in terms of outcomes rather than simply a list of specific tasks.

The postholder shall perform, in accordance with any directions which may reasonably be given to her/him by the headteacher from time to time, such particular duties as may reasonably be assigned to her/him.

The generic job description which follows outlines the main areas of responsibility. There will be particular areas of responsibility and accountability which will be negotiated with the successful applicant based on his/her strengths and the needs of the Department.

Purpose

- To plan and deliver an appropriate curriculum that meets the needs of each student.
- To monitor and support the overall progress and development of students as a teacher.
- To contribute to raising standards of student attainment.
- Demonstrate and teach lessons which are consistently 'good' or 'better' and work with colleagues to become an 'outstanding' teacher.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To create an environment conducive to effective learning.
- To support the maintenance of high standards across all aspects of school life.

Reporting to: Primary Executive Headteacher

Liaising with: School leadership team, teaching/support staff, LA representatives, external agencies, organisations, individuals, parents.

Working time: 195 days per year (full time)

Salary Grade: MPS – UPS

Disclosure Level: Enhanced.

Expectations:

- To have a belief in the importance of working together with all other staff to develop and implement the Trust's aims, plans and policies.
- To support and contribute to attempts to achieve continuous improvement in all aspects of the work of the Trust.
- To work, represent and promote the area and school in a manner that enhances the Trust's aims and values.
- To have a well-informed vision for the curriculum area and be committed to a culture of continuous improvement.
- Promote the safety and well-being of pupils and to have shared responsibility for the safeguarding and welfare of children.
- To value the importance of a collegiate approach and the opinions of all members of the Trust.
- To have excellent communication skills, both written and oral and high competence in the use of ICT, both for learning and administration.
- To be committed to positive behaviour management.
- To be committed to enrichment activities in support of effective learning.
- To be able to work in an inclusive and positive manner and help to promote enjoyment of learning throughout the Trust.
- Create an inviting and stimulating teaching environment within the classroom, including the celebration of pupils' achievements.
- Carry out all duties assigned as a class teacher.
- To carry out any other duties which fall within the broad spirit, scope and purpose of the job description.

Operational & Strategic Planning:

- Be responsible for the development and implementation of a curriculum area within IKB
- To assist in the development of appropriate syllabuses, resources, schemes of work, assessment processes and teaching and learning strategies.
- To contribute to the formulation of aims, objectives and strategic plans.
- To plan and prepare lessons that support effective curriculum delivery.
- To implement Trust policies and procedures.

Curriculum Provision & Development:

- To deliver the curriculum in a manner that meets the needs of individual students.
- To assist in the process of curriculum development in order to ensure that the curriculum provided is of high quality and meeting the needs of individual students.

Staffing Deployment & Development:

- To continue to develop professionally in all aspects of the role including through involvement in a range of professional development activities.
- To engage in the Performance Management Review process in support of personal professional development.
- To ensure the effective and efficient deployment of learning support within the classroom.
- To support the professional development of colleagues to aid their ongoing professional development.

- To contribute to the establishment of effective working relationships within teams across the Trust.

Student Outcomes:

- To implement systems for monitoring student progress, both individual and groups, and to use the information obtained to improve student outcomes.
- To implement an effective and positive approach to behaviour management that supports high quality learning.
- To be accountable for student outcomes within classes and groups for which responsibility is held.

Quality Assurance:

- To implement area and Trust plans and policies in an effective manner.
- To implement an effective process of self-review and self-evaluation, including that based on target setting and analysis of data.
- To develop and implement action plans based on this self-review/self-evaluation.

Specific Responsibilities:

This role will be based at the new Isambard Kingdom Brunel Primary School opening in September 2020 to reception pupils and nursery. The school will be in Wellington and has been built to meet the demands of the local community and the growing number of houses being built in the area. The role will be to work closely with the Primary Executive Headteacher to develop the EYFS curriculum and shared values which will be reflected in our teaching and how our children learn. Our curriculum will incorporate carefully selected knowledge and skills which will be brought to life in a way that is meaningful and exciting for pupils; promoting a life-long love of learning. It will also provide the cultural capital that they will need to be successful in learning as well as in their future lives.

The curriculum will be organised in a way which enables children to revisit knowledge and build depth of knowledge and understanding as well as ensure they learn more and remember more. Through the way our curriculum will be organised we will help children to make meaning of the world, develop their vocabulary and broaden their horizons. Each subject and learning experience will be content rich, with knowledge carefully selected and deliberately ambitious. Our curriculum will be coherent and well planned, building on what has come before and will encourage learners to be curious about their learning. Our approach to supporting pupils who may need help to access the curriculum will be through pre and post teaching, targeted interventions and quality first differentiated teaching strategies. This will make sure those children have the knowledge and skills to succeed in accessing learning rather than having to be continuously catching up.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of the effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out consultation with the post holder.

I have reviewed this job description and I understand all my job duties and responsibilities.

SIGNED:

NAME:

DATE: