



# Manor Park

## CE (VC) First School



*Love for God ~ Love for Each Other ~ Love for Learning*



# Recruitment Pack: Teacher



# Head of School's Welcome



Manor Park First School is in the heart of Dorchester. Our school is in a very modern building with extensive grounds which provides the children with opportunities such as Forest School sessions.

Our 450-pupil school is organised in 12 classes. We have a wonderful preschool, where children start their journey and **love for learning** within a caring and supportive environment.

Our families originate from many different countries giving the school a rich diversity. We celebrate the cultures of our children and the knowledge and understanding they can bring to all of us as we take our place in the multicultural Britain of today.

## What Makes Us Special?

We believe that school should, first and foremost, be a happy place where children develop a love of learning, their surroundings and themselves. We challenge our children to achieve the very best that they are capable of and we instill in them ambition and drive to succeed. The care and welfare of each and every member of our school community is integral to the school's ethos and our Christian faith.

All who come to our school comment on the calm and respectful, yet purposeful and industrious atmosphere created by the children and staff. Our children are thoughtful, independent, and well-behaved; if you were to come and visit us, I am sure you would agree that they are the best ambassadors of what our school values.

With all best wishes,


Tamara Sterck  
Head of School



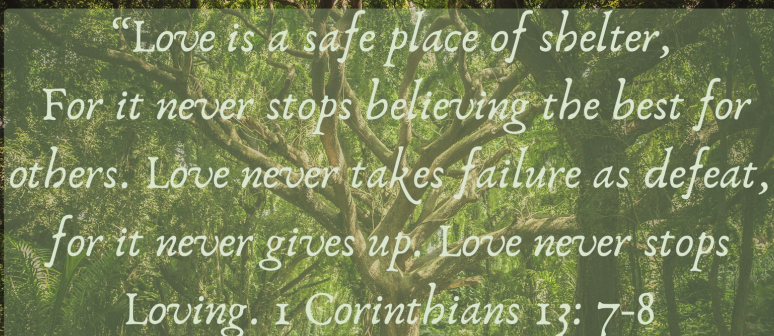


# Our Vision

At our core, we are a school with a Christian ethos.  
Underpinning all that we do at Manor Park First School is the belief that...



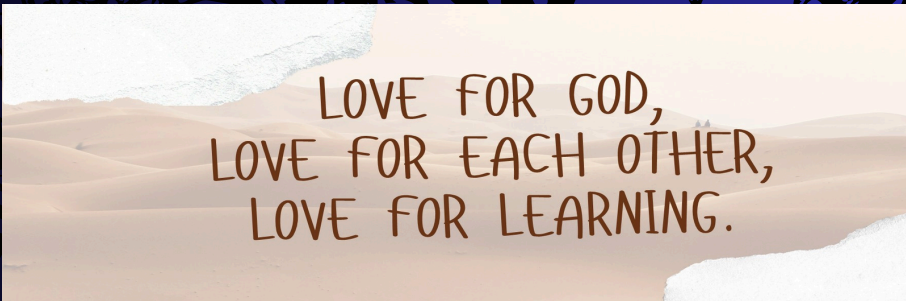
Love  
for  
Each  
Other



*"Love is a safe place of shelter,  
For it never stops believing the best for  
others. Love never takes failure as defeat,  
for it never gives up. Love never stops  
Loving. 1 Corinthians 13: 7-8*

# Our Mission

In all our interactions as a school community we show:



LOVE FOR GOD,  
LOVE FOR EACH OTHER,  
LOVE FOR LEARNING.

All children at Manor Park demonstrate a Love for God through an ethos which engenders our core values of Love, Care and Respect for all in our school community.

All children at Manor Park demonstrate a Love for each other in our wonderful and diverse community, in which differences are celebrated and mutual love and respect is embedded and modelled by all.

All children at Manor Park demonstrate a love for learning through a rich curriculum which rigorously embeds core skills. Our expert staff open doors to opportunities and choices which enable children to apply these skills in a rich, varied and challenging context - achieving highly.

# Job Description

**JOB TITLE:** Class Teacher

**REPORTS TO:** Headteacher

**SALARY RANGE:** Teachers' Pay Range (Bands 1 – 3: Main and Upper Pay Ranges)

## 1. Purpose of the job

To deliver high quality teaching and learning to pupils who are assigned to the postholder.

## 2. Main duties

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not, therefore, an exhaustive list of what is required.

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the postholder.
- Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the postholder's pupils.
- Provide leadership across the school in a designated subject or curriculum area(s), this to include:
  - i) monitoring quality and standards
  - ii) contributing to school planning and self-evaluation
  - iii) providing professional support to other teachers and support staff
  - iv) advising the Headteacher on appropriate resources and materials
  - v) leading appropriate professional development.

## 3. Job context

The school welcomes teachers of high professional standards and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. All teachers, except those who are newly qualified, will have a lead responsibility for a curriculum area(s) across the whole school and will be supported in that role by their line manager.

For newly qualified teachers, subject leadership will be taken by his/her line manager during the first year of employment at the school.

Teachers in the upper pay range can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.



In particular, teachers on the Upper Pay Range will:

- provide a role model for professional practice in the school
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team.

### **Areas of responsibility and key tasks**

#### **A. Planning, teaching and class management:**

To teach an allocated class of pupils by planning your teaching to achieve progression of learning through:

- identifying clear learning objectives and success criteria, specifying how they will be taught and assessed.
- submit planning to Headteacher regularly and upon request.
- setting tasks which challenge pupils and ensure high levels of interest.
- setting appropriate and demanding expectations of behaviour and learning.
- setting and communicating clear targets, building on prior attainment (AfL).
- identifying SEN and the most able pupils, and ensuring vulnerable groups make comparative progress to other children.
- provide clear structures for lessons maintaining pace, motivation and challenge.
- make effective use of assessment (AfL) and ensure coverage of the New Curriculum 2014.
- ensure effective teaching and best use of available time.
- monitor and intervene to ensure sound learning and behaviour management.
- use a variety of teaching methods to:
  - i. match approach to content, structure information, present a set of key ideas, use appropriate vocabulary and be a good role model.
  - ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions.
  - iii. select appropriate learning resources and develop study skills through use of the library, I.C.T. and other reference sources.
- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- evaluate their own teaching critically to improve effectiveness.
- manage Teaching Assistants and other adults in the classroom.
- maintain a tidy and attractive learning environment; a well-ordered classroom with labelled resources and displays that reflect the learning taking place.

#### **Additional Standards for Foundation Stage Teachers**

To:

- *take 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, providing both inside and outside learning opportunities.*
- *plan, teach and assess from/to the EYFS.*
- *encourage pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively.*

- *use a variety of teaching strategies which involve planned adult intervention, child-initiated learning, first-hand experience and play and talk as a vehicle for learning.*
- *manage other adults in the classroom.*
- *communicate effectively with parents ensuring they feel confident and trust the school's Early Years setting.*

#### **B. Monitoring, Assessment, Recording & Reporting**

To:

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- use strategies from AfL e.g. success criteria, effective feedback, checking on learning.
- mark and monitor pupils' work and set and communicate clear oral and written 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.
- prepare and present informative reports both verbal and written, to parents.

#### **C Other professional requirements**

To:

- have a working knowledge of teachers' professional duties and legal liabilities.
- operate at all times within the stated policies and practices of the school.
- All Saints Primary School is committed to safeguarding and promoting the welfare of children. It is essential that all staff actively contribute to this aim.
- establish effective working relationships and set a good example through your presentation and personal and professional conduct.
- endeavour to give every child the opportunity to reach their potential and meet high expectations.
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.
- take responsibility for your own professional development and duties in relation to school policies and practices.
- liaise effectively with parents and governors.
- take on any additional responsibilities which might from time to time be determined.

#### **4. Review of duties**

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



# Person Specification: Teacher

Qualifications and general experience	Essentials	Desirable
Qualified to degree Level, QTS	✓	
Successful DBS, disqualified by association check, and safeguarding clearance	✓	
Attributes		
Demonstrates commitment, reliability and integrity	✓	
Communicates effectively with self-awareness and social perception	✓	
Has energy and resilience	✓	
Demonstrates emotional intelligence	✓	
Is adaptable to changing circumstances and new ideas	✓	
Professional knowledge and experience		
A track record of excellent classroom practice/teaching practice	✓	
Understanding of the role of a class teacher	✓	
Understanding and willingness to develop strategies to support successful outcomes for all	✓	
Professional Skills		
Ability to maintain a positive school ethos with an accent of high achievement and inclusion for all	✓	
Ability and commitment to meeting the needs of children whatever their ability background	✓	
A believe that first school education should be lively, stimulating, enjoyable experience which sets the foundation for learning	✓	
Ability to communicate and promote the aims and objectives of the school	✓	
Ability to communicate effectively (orally and writing)	✓	
Committed to working with parents, colleagues and other agencies in a positive and constructive manner	✓	
Make appropriate judgements over issues of confidentiality and safeguarding	✓	
A commitment to continue professional development and evidence of recent and relevant training	✓	
A commitment to continuing of a range of behaviour management strategies and follow the school's policy	✓	
Awareness of Assessment of learning and a commitment to effective assessment and feedback for pupils	✓	
Professional Philosophy and Commitment		
Ability to reflect and question self	✓	
Knowledge of new initiatives in education and experience of having used these	✓	
Prepared to be involved in the whole life of the school and support the ethos of the school	✓	

# How to apply

Your completed application form must be submitted online through Dorset Council. All applicants are required to complete the Dorset Council application form. We do not accept CVs in place of an application form.

Your supporting statement should detail your motivation for applying for this position. Decisions regarding the short-list will be made with reference to the person specification.

## Visits

Visits to the school are usually warmly welcomed and encouraged.

Our website has a wealth of information about our school which can be accessed at [www.manorpark.dorset.sch.uk](http://www.manorpark.dorset.sch.uk)



Love  
for  
Learning





*Love for God ~ Love for Each Other ~ Love for Learning*



Love  
for  
God

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**[www.manorpark.dorset.sch.uk](http://www.manorpark.dorset.sch.uk)**



**@manorparkfirst**



**ManorParkDorchester**