

**Merridale Primary School**  
**Aspen Way**  
**Wolverhampton**  
**WV3 0UP**  
**Tel: 01902 558760**  
**email: [office@merridaleprimary.co.uk](mailto:office@merridaleprimary.co.uk)**  
**Website: [www.merridaleprimary.co.uk](http://www.merridaleprimary.co.uk)**



## Cover Teacher

### Teachers' Pay Spine.

Zero hour, temporary contract for twelve months in the first instance

Required for September 2023 or as soon as possible thereafter.

Closing date Monday 17<sup>th</sup> July 2023 at 12pm

Merridale Primary School are seeking to appoint a motivated, enthusiastic and committed cover teacher to join our friendly, happy team. This post will be based in Key Stage 2.

We are looking for someone who is committed to our students and school community and shares in the aims and ethos of our one-form entry, popular and friendly school where every child is safe, valued and respected. Merridale Primary was graded "good" by Ofsted in 2018.

The school has a strong and shared commitment to achieve excellence and improve life outcomes for all pupils. Our school aims are:

- To ensure everyone in the school has the opportunity to maximise their full potential.
- To provide every child with the highest quality teaching and learning opportunities.
- To provide a welcoming, safe and happy school environment.
- To provide role models who promote positive values to prepare children for life in modern Britain.
- To provide an exciting, engaging and effective curriculum.
- To celebrate the cultural diversity of the school and local community
- For parents, carers and families to be partners in learning.

### Merridale Primary School has:

- Enthusiastic and inquisitive children who love to learn.
- Skilled and dedicated staff who work hard to ensure the best outcomes for our children.

- A happy, safe and stimulating school environment with extensive outdoor learning areas, including Forest School.
- A culturally diverse school community: we have children and families with a wide range of abilities, rich cultural backgrounds and religions.
- A broad and balanced curriculum which offers children many opportunities they may not otherwise experience.
- A friendly, family-centred approach that believes in developing strong partnerships with parents, carers and the local community.

**Merridale Primary School is looking for a teacher who:**

- Is an excellent classroom practitioner who is committed to teaching and meeting the learning needs of all children in their class
- Can develop and sustain successful, creative approaches to teaching and learning.
- Demonstrates excellent interpersonal and organisational skills to work effectively as part of our school team, with colleagues, parents, governors and the wider community.

To gain an insight into Merridale Primary School please:

- Refer to the school information included
- visit our website: [www.merridaleprimary.co.uk](http://www.merridaleprimary.co.uk) where you will find information about our school

**Candidates who wish to be considered for the role are strongly encouraged to visit the school.** To arrange a visit, candidates should contact the school office on: 01902 558760

This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974. This role will entail working in regulated activity. Further details regarding this check is available by visiting: <https://www.gov.uk/government/organisations/disclosure-and-barring-service>.

It is also subject to, where applicable, an overseas check on staff who have lived or worked overseas for a period of 3 months or more.

Shortlisted candidates will be subject to an online check.

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

To apply, contact the main school office for an application form and **include a supporting statement that outlines:**

***Why you want to be a teacher at Merridale Primary School and the skills, knowledge, experience and attributes you possess, that will ensure that you can continue to raise standards for our pupils.***



# Merridale Primary School Class Teacher

## Job Description

### Purpose of the Post

Undertake a teaching role in accordance with the most recent Teachers' Pay and Conditions document in line with school policies and Teacher Standards within the context of the job description set out below, having due regard to the requirements of the National Curriculum and directions given by Headteacher, Senior Leadership Team and Governing Body.

Importantly, you will embrace the school ethos of supporting the progress of all pupils, demonstrating Merridale Primary School values.

**Responsible to:** Headteacher

**Employee Supervision:** Support Staff

### Professional Duties Outlined in STPCD Professional Duties and Professional Standards:

- Assist in the delivery of school curriculum guidelines and policies
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision
- Have total support of the school aims and ethos and the leadership drive to ensure them
- Be responsible for lesson planning; meeting the needs of pupils within a variety of teaching groups
- Monitor and assess pupils' progress, ensuring appropriate records have been kept. Use performance data and assessment to inform individual, group and class targets, lesson planning and the preparation of differentiated work which meets children's needs and which challenges all.
- Participate in arrangements for Appraisal and Performance Management within agreed frameworks
- Contribute to the effective deployment of support staff and resources, including effective use of the school's ICT capability
- Comply with school policies and procedures including reporting, planning, staff meetings, assemblies, registration, playground supervision and participation in parental events
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Communicate and develop effective relationships with pupils, parents and carers
- Participate in further training and professional development as appropriate
- Be committed to supporting the school's extra-curricular activity program
- Ensure good order and discipline that result in high standards of behaviour
- Safeguard pupils' health and safety

### Teaching and Learning

- Plan and teach lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Keep abreast of developments in education and the national curriculum and work with leaders to develop the school's overarching curriculum offer
- Work with colleagues to develop and deliver a broad, balanced and relevant thematic curriculum that meets the academic, special and personal needs of pupils.

- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils
- Participate in arrangements for preparing pupils for end of key stage assessments
- Maintain excellent knowledge of statutory curriculum requirements and the requirements for assessment, recording and reporting pupil progress
- Act as a role model for others through the setting of high personal standards of classroom practice. These to include the development of an effective learning environment that fosters high standards of achievement and behaviour.
- Supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.
- Plan for the deployment of support staff to ensure their input promotes good pupil progress.
- Access training to build and maintain expertise in relevant areas.
- Have high expectations of pupils and build successful, positive relationships centred around teaching and learning.
- Operate an appropriate delivery model, which is tailored to pupils' educational, special and personal needs.
- Develop strategies to promote new teaching methods and improve learning for designated pupils and monitor their effectiveness in raising standards of teaching and learning.
- Analyse pupil data regularly and implement effective strategies for improving pupil progress.
- Promote active and independent learning that enables pupils to think for themselves and to plan and manage their own learning.
- Use ICT effectively to support the delivery of teaching and learning and to enhance communication.
- Continue to develop expertise in teaching pedagogy including creative and specialist approaches

### **Safeguarding**

To have due regard for safeguarding and promoting the welfare of children, and to follow the child protection procedures adopted by the schools.

### **General**

To ensure compliance with the schools' Health and Safety policies and the Health and Safety at Work Act (1974) in all premises and sites controlled by the schools.

To ensure that all responsibilities under the Data Protection Act 2018 for the security, accuracy and significance of personal data held on paper or electronic systems are complied with.

In addition, Class teacher performs and/or directs all other duties as, from time to time, may be assigned by the Headteacher.

### **Wider professional responsibilities**

- Carry out any other duties appropriate to the level expected of a teacher
- Demonstrate a critical understanding of strategies, processes and developments within teaching and learning and reflect this in daily practice.
- Play a full and active role in the development of the school including individual and whole school improvement.
- Organise and manage the physical teaching space, tools, materials, texts and resources safely and effectively with the help of support staff where appropriate.
- Select and prepare resources taking into account pupils' interests and their learning needs, language and cultural backgrounds.
- Provide homework and other out-of-class work where appropriate which consolidates and extends work carried out in the class and encourages pupils to learn independently.
- Build effective relationships with parents and carers sharing information regarding pupils' achievement, behaviour and well-being.

- Contribute to the accurate and appropriate use and maintenance of up-to-date recording systems including those related to attendance, safeguarding, behaviour, progress and learning etc.
- Attend and participate in regular meetings, events and open evenings.
- To lead or contribute to professional development activities to promote the sharing of good practice.
- Participate in training, continuous professional development and other learning activities as required including participation in the appraisal arrangements.

#### **Support at School and Other Settings**

- Support the development and delivery of personalised learning packages working in partnership with other professionals, schools and agencies.
- Support pupils within the school grounds and in a variety of other settings as required, for example, home education, outreach, alternative provisions, work experience, community and enrichment activities

### **Additional Guidance for Teachers on the Upper Pay Range**

#### **Upper Pay Range Accountabilities**

- Demonstrate the capacity to perform to a standard which is at least good and is effective enough to provide mentoring to other teachers, give advice to them and demonstrate to them effective teaching practice and how to make a wider contribution to the teaching and learning at the school in order to help them meet the relevant standards and develop their teaching practice.
- Contribute significantly, where appropriate, to implementing workplace policies and practice and promote collective responsibility for their implementation.
- Have an extensive knowledge, understanding and practical application of how to use and adapt a range of teaching, learning and behaviour management strategies, including how to personalise learning to provide opportunities for all learners to achieve their potential.
- Have an extensive knowledge, a well-informed understanding and practical application of the assessment requirements and arrangements for the subjects/curriculum areas you teach, including where applicable those related to public examinations and qualifications.
- Where applicable to have an up-to-date knowledge and understanding of the different types of qualifications and specifications and their suitability for meeting learners' needs.
- Have a more developed knowledge and understanding of your subjects/ curriculum areas and related pedagogy including how learning progresses within them than a Main Pay Range teacher.
- Have sufficient depth of knowledge and experience to be able to give advice and support to colleagues on the development and well-being of children and young people.
- Be flexible, creative and adept at designing learning sequences within lessons and across lessons that are effective and consistently well-matched to learning objectives and the needs of learners and which integrate recent developments, including those relating to subject/curriculum knowledge

#### **Additional Accountabilities for the Maximum of the Upper Pay Range**

In addition to the requirements of a Main Pay Range teacher and an Upper Pay Range teacher, teachers paid at the maximum of the Upper Pay Range are required to ensure that they:

- Consistently fulfil the requirement to perform to a standard which is at least good and is effective enough to provide mentoring to other teachers, give advice to them and demonstrate to them effective teaching practice and how to make a wider contribution to the teaching and learning at the school in order to help them meet the relevant standards and develop their teaching practice.
- Play a critical role in the life of the school.
- Provide a role model for teaching and learning and support the teaching and learning of others.
- Make a distinctive contribution to the raising of pupil standards and/or enrichment.
- Contribute effectively to the work of the wider team.
- Take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve pupils' learning

## Merridale Primary School Teacher Person Specification

	Essential	Desirable	Tested by
Qualifications	<p>Appropriate teaching qualifications including QTS</p> <p>Willingness to undertake further training to continue professional development</p>	Evidence of ongoing professional training	DfE number/certificates Application Form Interview
Experience	Experience of teaching within Primary Phase or Year group	Experience of curriculum leadership	Application Form Interview Teaching observation
Skills and Abilities	<p>Excellent classroom practitioner</p> <p>Effective communicator</p> <p>Understanding of planning for differentiation in mixed ability classes</p> <p>Ability to accommodate different learning styles within teaching</p> <p>Knowledge and understanding of planning a stimulating curriculum with cross curricular links</p> <p>Demonstrate a range of strategies for dealing with a variety of behaviours</p>	<p>Knowledge of current innovative practice in primary schools</p> <p>Clear understanding of assessment changes</p>	Application form Interview References
Motivation and Personality	<p>Self-motivated</p> <p>A sense of humour</p> <p>Expressed focus on quality and school improvement</p> <p>Appreciation of the importance of a 'team' philosophy</p> <p>Able to work effectively with a wide range of fellow professionals, external agencies and others</p>		Application form Interview
Educational Values	<p>Commitment to teaching approaches which encourage all children to give their best irrespective of ability, gender, ethnic or social background</p> <p>Recognition of the importance of a stimulating environment</p> <p>A commitment to the priorities of our curriculum</p>		Application form Interview

	golden threads– <b>communication, every child a reader, problem-solving, inclusivity, being active and independence</b>		
Other Factors	Eligibility to live and work in the United Kingdom Suitability to work with children Willing to react flexibly to new or unexpected situations		Interview Required documentation for Eligibility DBS and Barred List checks

**General:**

The post holder will be expected to undertake any other duties, commensurate within the grade, at the discretion of the Senior Leadership Team and develop and promote high standards of professional conduct throughout the school.

You will be expected to carry out your duties in line with school policies, procedures and relevant legislation. You will be made aware of these in your appointment letter, statement of particulars, induction, ongoing performance management and development through school communications.

You will be expected to attend and participate in a wide variety of meetings as well as training and development activities to support the school's and your own professional development.

As part of your wider duties and responsibilities you will be required to promote and actively support the school's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting people from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have.

The post holder must be willing to undertake an enhanced Disclosure and Barring Service check. Please note that a conviction may not exclude candidates from appointment but will be considered as part of the recruitment process.