

Elm Tree Multi Academy Trust

Recruitment Information Pack



Class Teacher

at Telford Junior School



An overview of Telford Junior School



Dear Applicant,

Telford Junior School is a thriving and nurturing school that offers a safe, inclusive and enjoyable learning environment for 7–11-year-old pupils.

As part of The Elm Tree Multi Academy Trust (ETMAT), our mission is to achieve educational excellence and enrich the lives of young people. Our children are challenged to succeed in a caring and supportive environment, where an enjoyment of learning flourishes.

Our four year groups each have three mixed ability classes, where teachers and teaching assistants strive to provide a stimulating well-resourced learning environment to engage and inspire children. The majority of pupils transfer from Telford Infant School at the end of Key Stage 1, with a smaller number of children joining from other primary schools.

We deliver a rich, broad and balanced curriculum, equipping our children with positive attitudes, skills and knowledge that encourage them to achieve their potential and to aspire for future success. Our enrichment programme compliments this by offering trips, workshops and outdoor pursuits to children of all year groups. Furthermore, we are the proud recipient of the Gold School Games Mark, in recognition of our work in promoting active, healthy lifestyles.

Our school values underpin all that we do, and we expect everybody in our school community to embrace these values: **Care, Achieve, Respect, Enjoy.**

CARE

- We encourage children to work co-operatively, to share their ideas and help one another to be successful.
- We encourage children to be appreciative of others and to be sensitive to others' needs and feelings.
- We aim to nurture kind, thoughtful and tolerant citizens of the future.

ACHIEVE

- We encourage children to persevere with activities, to develop resilience and a will to succeed.
- We aim for children to achieve their best and to aspire for future success.
- We nurture expectations of focused learning, to prepare the children for the next stage in their education.

RESPECT

- We speak to each other with calmness, politeness and civility.
- We encourage children to be responsible for what they say and do.
- We promote preparedness, coming to school ready to learn, with the right resources and mindset for engaging with learning.

ENJOY

- Above all, we want our pupils to enjoy their time in school and to develop a love of learning.
- We aim to stimulate the children's learning, enabling them to flourish and become confident, independent young people.

We are a friendly, supportive and dedicated school and highly value our teaching and support staff. Through our core values, we provide a caring and successful environment for everybody in our school community. An environment in which staff wellbeing, personal development and progress is of great importance. We welcome different viewpoints and the sharing of new ideas and our CPD programme offers many opportunities for growth and development.

We would like to thank you for your interest in joining our team here at Telford Junior School. If you would like to visit the school, please get in touch with our reception team at admin@telfordjunior.co.uk and we can assure you of a warm welcome.

Kind Regards

Mr Richard Siviter

Head Teacher



For further information about our school, please take a look at our website: -

[Telford Junior School - Home / www.telfordjunior.co.uk](http://www.telfordjunior.co.uk)

Job Opportunity

Job Title:	Class Teacher
Opportunity:	<p>We are seeking to appoint an effective, talented and inspiring classroom practitioner to join our nurturing and inclusive school.</p> <p>You will work in a friendly and supportive environment that aims to provide an excellent education for our children. The school is a three-form entry junior school, giving you the opportunity to work alongside experienced and collaborative year group colleagues.</p> <p>We are keen to attract candidates who: -</p> <ul style="list-style-type: none">• have high expectations of pupil achievement and behaviour• are nurturing and committed to making a full contribution to the school's caring ethos• can provide a dynamic and stimulating environment to engage and challenge pupils• is willing to make a significant contribution to the wider life of the school
Reporting To:	Head Teacher
Working Relationships With:	Senior Leadership Team, Teachers and Teaching Assistants
Location:	Telford Junior School Telford Avenue, Leamington Spa Warwickshire CV32 7HP
Salary & Hours:	<p>Permanent Role 1.0 FTE ECT/MPS/UPS Applications are invited from recently qualified teachers.</p> <p>Required for September 2026.</p>
What We Offer:	<ul style="list-style-type: none">• A nurturing school environment with a strong team culture• A happy school environment where children are ready and eager to learn• A generous pension scheme and access to a range of health and wellbeing services• A first-class commitment to developing individuals through personalised CPD programmes• An easily accessible location with plentiful onsite parking

Job Description

Title of Post:	Class Teacher
Location:	Telford Junior School
Salary/Grade:	ECT/MPS/UPS
Hours:	1.0 FTE
Responsible to:	The Head Teacher
Purpose of Job:	

The Class Teacher will:

- Teach a class of pupils and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the school, both inside and outside of the classroom
- Contribute to constructive team building and collaboration amongst all school partners and stakeholders
- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Key Tasks and Responsibilities:

The Class Teacher will:

- Understand safeguarding responsibilities, contributing to the school's statutory duty to safeguard and promote the welfare of children.
- Be prepared to undertake all child protection training provided by the school on induction and on a refresher basis
- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment, integrating formative and summative assessment into weekly and termly planning
- Report to parents/carers on the development, progress and attainment of pupils, within agreed timeframes, and to set clear targets, based on prior attainment, for pupils' learning
- Adapt teaching to respond to the strengths and needs of pupils through differentiation of tasks
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Implement agreed school policies and guidelines and support initiatives to drive forward standards and classroom practice
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
- Support the pastoral needs of individual pupils through collaboration with staff colleagues and/or external agencies

- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy
- Take part in and contribute to meetings that relate to teaching/curriculum; co-operate with and, where appropriate, advise the head teacher and other colleagues in the review, development and management of a subject in the school
- Communicate and co-operate with specialists from outside agencies as required
- Plan for, organise and direct the work of support staff within the classroom
- Participate in the performance management system for the appraisal of own performance, or that of other teachers

Budget Management

- None

People Management

- None

General Requirements:

All Elm Tree Multi Academy Trust staff are expected to:

- Maintain confidentiality according to organisation and legal requirements
- Uphold school policies, routines and codes of conduct as set out in the Staff Behaviour Policy or other documentation made available to staff
- Undertake other such reasonable duties as may be required from time to time
- Work towards and support the Trust's vision and objectives
- Be aware of, and follow the Safeguarding and Child Protection Policy
- Support and contribute to the school's responsibility for safeguarding students
- Work within the school's Health and Safety Policy to ensure a safe working environment for staff, students and visitors
- Maintain high professional standards of attendance, punctuality, appearance and conduct, and promote positive and courteous working relationships with students, parents and colleagues
- Engage actively in the performance review process
- Show a willingness to undertake training and professional development either in-house or externally

Context of Post

This post should be seen in the context of the School Improvement Plan, the Aims and Values of the school, and the latest OFSTED Inspection Report.

Renegotiation

Elements of this Job Description may be renegotiated at the request of either party and with the agreement of both.

Safeguarding Statement

Elm Tree Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Person Specification

Professional Knowledge:

	Measurement
Must have knowledge of the National Curriculum for all subjects at Key Stage 2	A, I
An understanding of formative and summative assessment strategies	A, I
An understanding of curriculum and pedagogical issues relating to teaching and learning	A, I
Familiarity with KS2 Standardised Attainment Tests	A, I
Knowledge of effective strategies to include, and meet the needs of, <u>all</u> pupils - in particular underachieving groups of pupils, pupils with EAL and SEND	A, I
An understanding of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection	A, I

Qualifications & Attainment:

	Measurement
Educated to Degree level	A
Qualified Teacher Status (UK)	A
A commitment to further professional development	A, I, R

Experience:

	Measurement
Experience of teaching in Key Stage 2	A, I, R
Will have had experience of teaching in a range of schools and year groups through employment or trainee placements	A, I, R

Skills & Abilities:

	Measurement
Able to set high expectations which inspire, motivate and challenge <u>all</u> pupils	I, R
Must be able to plan lessons for <u>all</u> the pupils in a class, setting clear learning intentions and differentiated tasks	A, I
Can promote good progress and good outcomes for <u>all</u> pupils	I, R
Plan and teach well-structured lessons	A, I, R

Adapt teaching to respond to the strengths and needs of <u>all</u> pupils	A, I, R
Able to demonstrate the effective use of ICT to enhance teaching and learning	A, I
Can accurately and effectively use assessment data to enhance pupils learning	A, I
Can manage behaviour effectively to ensure a good and safe learning environment	I, R
Establish and develop close relationships with parents/carers, governors and the school community	I, R
Create a happy, challenging and effective learning environment	I, R

Personal Qualities

	Measurement
Must be approachable, calm and well-organised	I, R
Willing and able to engage parents in order to encourage their close involvement in the education of their children	I, R
Enjoy working flexibly and collaboratively as part of a team	A, I, R
Have good communication skills both orally and in writing	A, I, R
Be able to manage own workload effectively and self-motivate	I, R
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	I, R
Willingness to share expertise, skills and knowledge with others	I, R
Able to maintain confidentiality	I, R
To practice equal opportunities in all aspects of the role and around the workplace in line with policy	I, R
To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post	I, R
Committed to be involved in the wider life of the school	I, R

Measurements	
A	Application Form
I	Interview
R	References

How To Apply

Closing Date:	Wednesday 13th May 2026 at 9:00am
Interviews:	<p>Interviews are expected to take place shortly after the closing date; however, we may interview candidates on application.</p> <p>Therefore, we encourage you to apply at your earliest opportunity.</p> <p>There will be an opportunity to look around the school on the day of the interview. If you would like to visit prior to that date, please contact the school office on 01926 424664 to seek suitable availability.</p>

All applications must be completed and submitted online or by emailing to:

hr@etmat.co.uk

Alternatively post your application to:

**Human Resources
North Leamington School
Sandy Lane
Blackdown
Leamington Spa
CV32 6RD**

Alternatively, you can apply via the TES portal online.

If you have any queries regarding the application process, please contact Brian Langley - Trust HR Manager or Eleanor Hancox - HR Officer on:

T: 01926 338711 Ext 8488 / Ext 8408

E: hr@etmat.co.uk

Elm Tree Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All appointments are made subject to receipt of a completed application form, satisfactory references, an enhanced DBS disclosure, online search checks and the right to work in the UK.