



PRIMARY  
ADVANTAGE

SCHOOLS ACHIEVING  
MORE TOGETHER



**St John the Baptist Primary School**

**Application Pack: Class Teacher**





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St John the Baptist is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. We welcome applications from all sections of the community regardless of gender, race, religion, disability, sexual orientation or age.



## Welcome

Dear Applicant,

Thank you for your interest in applying for the position of class teacher at St John the Baptist Primary School. We hope this pack supports you in finding out more about our school. The pack includes background information about the school and our federation, Primary Advantage. It also includes information about the application process and the job description.

St John the Baptist is a wonderful two-form entry primary school in the London borough of Hackney. We are located in Hoxton, a short walk from Old Street in the heart of a diverse, vibrant and exciting community. Our children come from truly diverse backgrounds and speak many different languages. We are a Church of England school and pride ourselves on our strong Christian ethos and great links with St John's Church in Hoxton. We are one of eight schools within the Primary Advantage Federation. Being part of this Federation allows us to offer the unique opportunity to be part of a community of committed teachers and leaders who regularly share best practice and support each other. The federation has allowed us to grow as a school but still maintain our distinct and unique identity. Our Local Authority Board (LAB) ensures that St John the Baptist makes decisions that are best for the school and its community.

This is an exciting opportunity for an inspirational, highly motivated, ambitious and dynamic teacher to join our team. Having been judged to be outstanding, we are very excited about the future and ready to embrace new challenges as we embark on the next stage of our journey.

We are looking for a confident and experienced class teacher who can continue to inspire our children and engage positively with members of our school community. With excellent communication skills and a strong motivation to ensure the school maintains its outstanding status.

**The closing date for this application is: Wednesday 2<sup>nd</sup> December 2020 at 12pm**

**Interviews for shortlisted candidates will take place on W/C Monday 7<sup>th</sup> December 2020**

If you have any questions about the application process, please contact Yvonne Whelan on [02077394902](tel:02077394902)

Please send completed application forms to [ywhelan@st-john.hackney.sch.uk](mailto:ywhelan@st-john.hackney.sch.uk)

Kind regards,

**Toni Mason**

Headteacher

# Application Process

**Salary:** Main Scale 1-6

**Application Closing Date:** Wednesday 2<sup>nd</sup> December 2020

**Interviews will take place on:** W/C Monday 7<sup>th</sup> December 2020

**Starting Date:** January 2021

## *School Visits*

*The School is available to visit with social distancing measures in place.*

1. Please read the application pack carefully. This pack contains the class teacher job description and criteria we are looking for, alongside the expected duties.
2. Complete the enclosed application form; CVs will **not** be accepted. Applicants are required to complete a supporting statement. Without these documents, we may be unable to process your application.
3. Please make sure you address the criteria outlined in this pack when writing your personal supporting statement.
4. We highly recommend that you visit our school before applying. Please contact the school office on [02077394902](tel:02077394902) to organise a visit
5. Should you have any queries about the application process please contact Yvonne Whelan
6. Completed applications should be sent by email to [ywhelan@st-john.hackney.sch.uk](mailto:ywhelan@st-john.hackney.sch.uk)

## **SHORTLISTING**

Once we have received your application you will be notified via email. Successful candidates who have been shortlisted for interview will be contacted shortly after the closing date.

Candidates must ensure that if they are successful at interview, that they are able to provide evidence of their Right to Work and Remain in the UK. The school is not able to employ any person who cannot validate their Right to Work and Remain in the UK in line with the Asylum, Immigration and Nationality Act 2000.

## **SUCCESSFUL CANDIDATES**

Successful candidates will be required to apply for an enhanced Criminal Record Check via the DBS. We are committed to safeguarding and promoting the welfare of our children and expect all members of staff to share this commitment.

All qualifications and references will be verified.



## About Us

St John the Baptist is a two-form entry primary school with a Nursery. The community is culturally and ethnically diverse and we pride ourselves on being an inclusive school.

Our age range is from 3 to 11 years old and we currently have 335 children on roll. There are two classes in each year group with a maximum of 30 pupils in each class. Our children come from a wide range of backgrounds and approximately 50% of pupils speak English as an additional language. St John the Baptist is part of a culturally rich and diverse community where children are encouraged to embrace and celebrate their backgrounds.

- 45% of children are entitled to Free School Meals (however St Johns has pioneered free school meals for all children in Hackney, the only primary school to currently do so).
- 50% of children are eligible for the Pupil Premium grant.
- 91% of pupils are from minority ethnic groups. The main ethnic groups are African, Caribbean, Turkish, Kurdish and Eastern European.
- 18.6% of pupils are on the SEND register, and 2.4% of those pupils have an Education Care Plan

### We Achieve We Believe

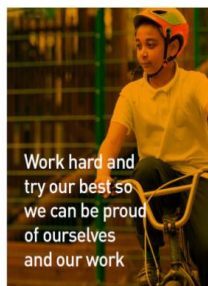
We **believe** in providing a safe and happy learning environment where children and adults are valued, nurtured and empowered to **achieve**.

We **believe** a good education is the foundation on which our children's futures are built and equips them for their life ahead. We aim to develop the whole child through a diverse and culturally rich curriculum.

We are committed to providing an excellent education through helping children to **achieve**, by developing enquiring minds, instilling the motivation to learn and the ability to work both independently and collaboratively.

For more information about St John the Baptist please visit our website

Determination



Work hard and try our best so we can be proud of ourselves and our work

Celebration



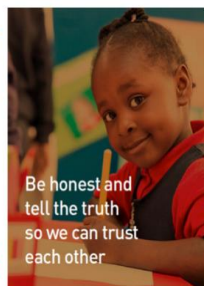
Welcome, celebrate and care for each other to make our school a safe and happy place

Respect



Look after the school and our belongings so we have a pleasant place to work

Honesty



Be honest and tell the truth so we can trust each other

Co-operation



Co-operate, help and listen to each other so we can learn from each other and settle disputes peacefully



## Working with Partners

### WITH ST JOHN'S CHURCH, HOXTON

As a Church of England school, we have Christian teaching and values built into our curriculum. Our aim is to help children to achieve a knowledge and understanding of religious insights, beliefs and practices, so that they are able to continue in, or come to, their own beliefs and respect the beliefs of others. Many of our children attend church for Sunday worship with their families and the school also enjoys an active partnership with the parish church St John's, Hoxton. We hold regular worship assemblies and visit the church every month for a worship service. The school celebrates important Christian festivals such as Christmas and Easter in Church together.

### WITH SECONDARY SCHOOLS

The move to secondary school is an important step for pupils and parents. We work in partnership with our local secondary schools and Hackney Learning Trust to ensure our children and their families are well-informed about the transfer process. The children participate in visits to local schools and we invite secondary teachers to visit our school for specialist lessons.

### WITH INTERNATIONAL LINKS

As part of our curriculum, we aim to develop children's awareness of global issues. Children make links with schools and communities in different parts of the world.

### WITH PARENTS AND FAMILIES

We know that the most successful education takes place when parents/carers, staff and governors all work together. Parents and carers are involved with the whole school community in a variety of ways:

- Parent Teacher Association
- Helping with visits & in class
- Supporting with fund raising events
- Attending curriculum evenings

### LONDON DIOCESE BOARD FOR SCHOOLS (LDBS)

The function of the LDBS and aspects of its governance is set down in the Diocesan Measure that has been approved by both Parliament and the Church. Key purposes of the LDBS are "to promote church schools" and "to promote education which is consistent with the faith and practice of the Church of England." St John the Baptist works with The Diocese of London, who play a key role in our school development and governance.

### HACKNEY EDUCATION (HE)

HE is a department in Hackney Council's Children and Young People's service. Hackney Education is responsible for Hackney's children centres, schools, early years programs and adult education.



## Key Priorities

To develop our key priorities, we have considered feedback from our OFSTED inspection in October 2017 where we were judged to be **Outstanding** in every category. We have also considered feedback from our school improvement partner, information gathered through all aspects of monitoring and a wider consultation with stakeholders including parents and children. It includes the following priorities:

### Key Priority 1 – Enhance the Quality of Education

- Further enrich reading experience for all children
- Review and refine our curriculum - focussing on skill and knowledge progression
- Enhance early interventions and support for SEND children and lowest 20%
- Secure end of key stage outcomes for all children to ensure progression from starting points
- Develop oral communication so that all pupils can demonstrate understanding, express feelings and ask questions

### Key Priority 2 - Support Behaviour and attitudes

- Continue to refine and develop systems to support behaviours for learning
- Support attendance and punctuality

### Key Priority 3 – Personal Development

- Enhance opportunities for children to develop own interests
- Increase quality opportunities for parental involvement and home links

### Key Priority 4 - Leadership & Management

- Further scrutinise spending in order to increase savings and efficiencies
- Increase numbers on roll
- Enhance impact of leaders on teaching and learning

### Key Priority 5 - The Early Years

- Explore provision for 2 year olds
- Develop EYFS outdoor learning

### Key Priority 6 - Religious Character

- Continue to develop and refine the teaching of religious education in the school



# About Primary Advantage

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## PRIMARY ADVANTAGE FEDERATION

St John the Baptist is a part of the Primary Advantage Federation.

We are a group of eight schools in Hackney working together because we believe our schools can gain many benefits from working collaboratively and can achieve more by working together. We have made a commitment to a shared responsibility to the wider education community, the provision of good quality education and the improvement of life chances for pupils in the community beyond that of our own schools. Teachers, support staff, school leaders and Governors have added expertise in working alongside colleagues to improve provision and outcomes for pupils.

## OUR COMMITMENTS

**Every teacher is a great teacher; every school is a great school.** We aim to move incrementally towards excellence in all aspects of our work.

**All pupils will make good or better progress** and will be properly equipped for the next stage of their schooling.

**Learning environments are** of high quality where pupils feel **safe and secure, known and valued and motivated to learn.**

**Curriculum provision is bespoke,** broaden horizons and inspires our pupils to become successful learners, confident individuals and responsible citizens.

**Our learning community provides** opportunities for growth for pupils, staff and families.

## PRIMARY ADVANTAGE NATIONAL TEACHING SCHOOLS

Primary Advantage has achieved teaching school status. Teaching schools are outstanding schools that work with others to provide high-quality training and development to new and experienced school staff. They are part of the government's plan to give schools a central role in raising standards by developing a self-improving and sustainable school-led system.

Find out more about Primary Advantage Federation  
by visiting [www.primaryadvantage.co.uk](http://www.primaryadvantage.co.uk)

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# Class Teacher JD

**Job Title:** Class Teacher

**Reports to:** Headteacher

**Salary:** Main Scale 1-6

To carry out the professional duties of a Class Teacher. We are seeking to appoint an exceptional class teacher looking for a new challenge. You will be joining a fast-paced, ambitious school with an enthusiastic, open team. We are looking for an outstanding, talented teacher with the passion and drive to live up to our high expectations to deliver a positive impact on student outcomes. You can expect to work in a supportive yet high energy atmosphere and receive support in developing your vision. The assessment process at interview will be looking for the following criteria:

## Main Activities

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To carry out teaching duties, as required, in accordance with school's schemes of work and the National Curriculum.

## Specific Responsibilities

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### Teaching and learning

#### Key Tasks and activities:

Within the class: to ensure the full implementation of the National Curriculum Orders for all subjects, or the Foundation Stage content as defined in current DCSF documentation (as applicable to the year group) and in accordance with school policies.

Create a positive, stimulating and innovative environment for learning. Maintain a well organised classroom with appropriate displays, resource areas and materials

Plan and implement a curriculum to meet the needs of all pupils in the class and develop personal and social aspects of learning

Develop effective ways of overcoming barriers to learning and sustain effective teaching through the assessment of learning

To keep under review, the methods of planning and delivery of the curriculum, recording pupils' progress and make any required assessments.

To monitor and report the quality of pupil attainment in all subjects to the Executive Principal/Headteacher and governing body

To assist in the selection of resources for the curriculum

Monitor and assess own performance and take a proactive approach to professional development

Effectively manage pupil behaviour, encouraging a high standard of behaviour and mutual respect between pupils and all members of the school community

To promote and facilitate parental involvement in teaching and learning through a shared school/home approach

To work with support staff and other teachers in the classroom to effectively plan for a range of needs and be supportive of and sensitive to the needs of other colleagues

Encourage interaction and teamwork within the school, share ideas and new initiatives and identify new ways of teaching the curriculum. When required, take a leading role in an area of school development

To advise other staff including NQTs, and students on teaching practice, and to assist with inset for staff and governors when required to do so

To work with Hackney LEA on local and national initiatives for all subjects of the National Curriculum.

To work across the federated schools if and when required.

## Other Duties and Responsibilities

In addition to undertake such duties of a similar nature as may be reasonably directed by the Executive Principal/Headteacher from time to time.

The duties and responsibilities of this post may vary from time to time according to the changing needs of the school. This job description may be reviewed at the discretion of the Executive Principal/Headteacher in the light of those changing requirements and in consultation with the class teacher and governing body.

## Personal Specification

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### Qualifications and Training

#### Key Skills and Competencies

#### Qualifications

##### Essential

Degree level qualification.

Postgraduate professional Qualification E.g. Postgraduate Certificate in Education

Willingness to continue professional development.

##### Desirable

QTS (including skills tests)

##### Communication

Applies effective verbal communication skills.

Presents information and ideas clearly, by using language appropriate to the audience.

Positively influences the opinions of others through factual discussion.

Adapts personal style to suit individual situation and needs.

Creates an environment of trust by delivering on promises.

Utilises report-writing skills to accurately reflect a situation through positive language.

Confident in leading staff meetings as appropriate.

##### Other Skills Required for Role

Demonstrates excellent classroom practice

Exercises flexibility in order to accommodate changes in work priorities.

Balances tasks and resources in the organisation of a wide range of activities.

Provides contingencies to deal with the unexpected.

Thinks clearly and logically in working through a problem making referrals as appropriate.

Anticipates workload and plans ahead.

Monitors progress against key performance indicators.

Enthusiastic and positive attitude.

Awareness of the needs of children who have a variety of needs.

Understand the nature of a Church of England Primary School and be willing to teach R.E. and attend collective worship to meet the expectation of the Governing Board.

##### Accountability/Freedom to act

Makes routine decisions based upon guidelines and procedures laid down in the established framework.

Contributes towards the effective delivery of performance targets, objectives and standards.

Leads by example in standards of behaviour in the work environment.

##### Leadership/Management skills.

Ability to lead school based projects or developments

##### Additional Information

The Classroom Teacher within a Primary school teaches classes of approximately 30 children aged 5 - 11 years.

To be successful in this role they must readily adapt to constantly changing curriculum, modifying lesson preparation and delivery accordingly.

They operate strictly in accordance with the school policies.

## Our Children's Thoughts



“We work hard to make the right choices. When someone in our class finds it difficult, we work together to help them”

“The teachers help us lots with our learning. They care a lot about us”



“St John the Baptist are really, really good at singing. We wrote our own special school song and when we sing it, it sounds great!”



“We love reading at St John the Baptist – it transports us to other worlds”





St John the Baptist Church of England  
Primary School  
Crandall Street  
London  
Hackney  
N1 6JG

Tel: 02077394902  
Email: [office@st-john.hackney.sch.uk](mailto:office@st-john.hackney.sch.uk)  
Website: [www.st-john.hackney.sch.uk](http://www.st-john.hackney.sch.uk)

