



Class Teacher Maternity Cover Recruitment Pack

Marus Bridge Primary School



MAXIMISING POTENTIAL



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Welcome

Dear Applicant,

Thank you for your interest in the Class Teacher position at Marus Bridge Primary School.

We are seeking to appoint a talented and inspiring teacher to join our team on a full-time temporary basis from September 2024 to cover maternity leave.

To help you decide if the job would suit you, please find enclosed some details, which we hope will give you a flavour of what Marus Bridge Primary School and The Rowan Learning Trust are about.

If your values and ambitions mirror ours and you believe you can deliver that vision, then we would be delighted to receive an application from you.

Visits to our school are welcome and can be arranged by contacting Jessica Jackson on 01942 248129 or email jobs@marusbridge.co.uk.

We are committed to safeguarding all members of our community; therefore, all posts are subject to enhanced disclosure procedures and pre-employment checks.

Yours faithfully,

Mr R Aldridge
Headteacher
Marus Bridge Primary School



Marus Bridge Primary School

Marus Bridge Primary School is a popular and successful school community. Children make great progress and love their lessons. Our children achieve well due to the dedicated adults offering great teaching and pastoral care. We make learning fun and pupils feel safe and happy.

Our mission is to work with children and their families so that everyone can “Learn, Enjoy and Achieve” at Marus Bridge.

Our curriculum is rich and broad. Mathematics, English and science are complemented with lots of opportunities for extra curricular activities. We offer a well-resourced learning environment with fantastic facilities, including IT and computing and access to first-rate art and drama spaces.

We place huge emphasis on staff development and aim to develop and nurture future leaders.



The Rowan Learning Trust

The Rowan Learning Trust (RLT) was established as a Multi-Academy Trust in 2012 to maximise potential of all children, students and adults in our schools and to support them in their journey to become outstanding.

Currently the RLT family comprises eight schools: three high schools, an all-through alternative provision academy and five primary schools. Together we share a set of common values:

- Mutual respect
- Fairness
- Equality of opportunity
- Individual growth
- Kindness

We believe in an inclusive workplace – one that is built on fairness, merit and respect to help our employees perform to their greatest potential.

- ❖ Development
- ❖ Career opportunity
- ❖ Personal growth
- ❖ Thrive



- ❖ Nationally negotiated salaries
- ❖ Childcare vouchers
- ❖ Cycle to work scheme
- ❖ Generous pension
(Teachers Pension or Local Government)

- ❖ Organisational support
- ❖ Collaboration
- ❖ Quality of co-workers
- ❖ Work-life balance

- ❖ Variety
- ❖ Challenge
- ❖ Autonomy
- ❖ Feedback



Job Description

CLASS TEACHER

Reports to:	Key Stage Leader
Location:	Marus Bridge Primary School, Kelvin Grove, Wigan, WN3 6SP
Salary:	Classroom Teachers' Pay Scale
Hours:	Full Time FTE as specified within STPCD

Overall purpose of post

- Carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).
- Teach in accordance with the ethos, organisation and policies of the school as a fully committed member of the teaching team.

School Ethos

- Work with the Headteacher and colleagues in securing the school's mission statement and aims: Learn, Enjoy, Achieve
- Actively support the school's corporate policies relating to equality and diversity, safeguarding, inclusion and health, safety and well being.
- Promote the school and celebrate its success at every opportunity.

Curriculum Planning and Provision

- Help develop and maintain a curriculum in line with the National Curriculum and school policy, including Bridge Builders to meet the needs of individual children within your class.
- Provide an inclusive curriculum that meets the needs of all learners.
- Monitor and evaluate the curriculum offered and review appropriate planning, assessment, record keeping and reporting procedures, as and when requested.
- Ensure efficient use and maintenance of all material teaching resources within your classroom area and working environment and ensure available resources are used effectively to support the curriculum.

Teaching and Learning

- Exemplify the Marus Bridge Ten in your classroom practice.
- Produce coherent lesson plans, which ensure continuity and progression, take account of the individual needs of pupils and encourage the development of independent learners.
- Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.
- Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising levels of attainment.
- Develop, maintain and use resources appropriate to chosen learning objectives.
- Ensure the effective deployment of teaching assistant support in the classroom.
- Analyse and evaluate children's learning to inform future planning and teaching and learning activities.
- Create and maintain an orderly, safe, stimulating and informative classroom environment.
- Maintain good practice and implement changes in accordance with developments in educational theory and practice.
- Set pupil targets, assess progress and maintain records in accordance with school policy.

Pastoral Care

- Develop positive relationships with all children based on their achievements and promote their general progress and well-being and participation in all aspects of school life.
- Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour.
- Alert line manager or senior management of any more complex problems experienced by pupils as appropriate, making recommendations as to how they may be resolved.
- Ensure the Marus Bridge Code of Conduct is implemented following appropriate consultation with pupils and relevant staff.
- Maintain a system of rewards and sanctions which is understood and appreciated by pupils and parents.



Parental Involvement and Partnership Working

- Report appropriately to parents on the needs and progress of their children.
- Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns.
- Support the work of our PTA by attending events.
- Uphold the school's well-established links with the local community, WOWS cluster of schools, the LEA and other external agencies.

Appraisal and Professional Development

- Engage actively with the annual appraisal process, in accordance with the school's policy.
- Take a shared responsibility for your own continuing professional and make a significant contribution to other people's by participating in a range of appropriate professional development opportunities, including paired teaching and demonstration lessons.
- Ensure colleagues receive information and feedback on professional development activities undertaken.



Person Specification

Essential

- Qualified Primary Teacher Status
- Relevant degree
- Evidence of recent and relevant professional development
- Good or outstanding on degree, postgraduate certificate or GTP
- Consistently graded "good" or better in lesson observations at current school or during training
- Evidence of securing pupils' academic success in your career so far
- Recent experience in one or more key stages
- Recent and successful teaching experience across the primary age range working with pupils from a range of socio-economic backgrounds and with a variety of learning needs
- Evidence of your contribution to pupils' wellbeing and future learning in your career so far
- A commitment to on-going professional learning
- Evidence of impact on children's learning
- A commitment to pupil welfare and safe working
- An ability to demonstrate flair and imagination in lesson planning and teaching
- A passion for teaching and learning
- The ability to work collaboratively as part of a team
- The ability to motivate children to learn and succeed
- The ability to use assessment to identify learning needs and design appropriate learning opportunities that lead to success for each child
- Excellent inter-personal skills
- Willingness to contribute to the life and work of the school, including extra-curricular activities
- An awareness of current national education initiatives
- Demonstrate excellent subject knowledge
- An understanding of child development
- An understanding of the requirements of the National Curriculum 2014
- Full working knowledge of both literacy and numeracy frameworks

Desirable

- English and mathematics GCSE at grade B or above
- Relevant qualifications at advanced level
- Experience of working in different year groups
- Special and additional needs and personalised learning

How to Apply

Please submit the enclosed application form and a supporting statement of no more than two sides of A4 outlining why you are interested in the opportunity and how your application addresses the requirements for the role.

Applications should be returned electronically to jobs@marusbridge.co.uk

Closing Date: 12pm Friday 10th May 2024

Shortlisting Date: Tuesday 14th May 2024

Interview Date: Monday 20th May 2024

Applicants are welcome to tour the school on Tuesday 7th May @ 4.15pm





The Trust will make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

All appointments are subject to satisfactory references, proof of qualifications and eligibility to work in the UK.

The Trust is committed to safeguarding and promoting the welfare of all children and young people and expects all staff to share this commitment. An enhanced DBS check will be required.



The Rowan Learning Trust

Registered Office: Carr Lane, Wigan, WN3 5NY

Company Number 8010464



MARUS BRIDGE PRIMARY SCHOOL

JOB APPLICATION FORM FOR TEACHING STAFF IN SCHOOLS

The School and Governing Body are committed to equal opportunities in employment and welcome applications from all sections of the community.

Kelvin Grove,

WIGAN, WN3 6SP

TELEPHONE: 01942 248129

EMAIL: jobs@marusbridge.co.uk

1. POST APPLIED FOR

Post Applied For:			
School:	Marus Bridge Primary School		
As advertised in:		On date:	

2. PERSONAL DETAILS

SURNAME:		FORENAME:	
TITLE: (Optional)		Date of Birth: (Optional)	
Address:			
POSTCODE:		Email:	
Telephone No:		Mobile No:	
Email:		DfE No:	



3. CURRENT POST

SCHOOL/SERVICE:			
LOCAL EDUCATION AUTHORITY:			
JOB TITLE:			
DATE OF APPOINTMENT:		SALARY:	
TLR/ Recruitment and Retention Allowance (please specify as applicable)			
MAIN DUTIES AND RESPONSIBILITIES			
Reason for this application			

4. PREVIOUS TEACHING EXPERIENCE

Name of school, type of school and number on roll	Dates of employment		Post(s) held indicating salary points / allowances	Reasons for leaving
	From	To		



5. OTHER RELEVANT WORK EXPERIENCE

Post	Dates		Employer	Grade/Salary	Reason for Leaving
	From	To			

6. GENERAL EDUCATION

School	From	To	Qualifications – Grades, awarding bodies and dates



7. FURTHER AND HIGHER EDUCATION

Name of College/ University	From	To	Qualifications – Grades, awarding bodies & dates

8. ANY OTHER RELEVANT QUALIFICATIONS

Please give details of any other relevant qualifications you have for this post.

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9. ADDITIONAL INFORMATION

Are you related to, or a close friend of, any member of the Trust or of the Governing Body of the school? <i>(If yes, please state relationship)</i>	Yes / No
Have you left any previous job for the reason of redundancy or are you in receipt of an occupational pension? <i>(If yes, please give details)</i>	Yes / No
Have you ever been dismissed from any previous employment on the grounds of misconduct or incapability? <i>(If yes, please give details)</i>	Yes / No
Do you hold a current and valid driving licence? <i>(if yes, please state the category)</i>	Yes / No
Do you have a disability? If so, reasonable adjustments would be made for the interview process.	Yes / No



In line with Keeping Children Safe in Education, The Rowan Learning Trust will undertake general online searches for all shortlisted candidates which may include social media and video platforms. Online searches will only examine data which is publicly available, and the aim is to identify any incidents or issues. Any areas of concern will be discussed during the interview process.

The information provided by you will be used for pre-employment recruitment monitoring and checks only and will supplement or form part of your application.

To enable the check to be undertaken, it would assist if you could detail your username for the relevant social media platforms below:

- Facebook
- Instagram
- Twitter
- LinkedIn
- TikTok
- YouTube

10. Criminal convictions or cautions

You should note that the disclosure of any offence will not necessarily prevent the Rowan Learning Trust from employing you, but we reserve the right to consider its significance in relation to working with children.

Work at the school is exempt under the Rehabilitation of Offender Act 1974. Any offer of appointment will be dependent upon the successful completion of the Disclosure and Barring Service (DBS) check at the Enhanced level.

Where serious concerns as to an individual's suitability to work with children are expressed, the facts will be reported to the relevant authorities.

Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974?	Yes / No
Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020?	Yes / No
If yes, please forward details (date, offence and sentence) with a covering letter, in a sealed envelope marked "Addressee Only – Headteacher".	

11. REFERENCES

Please state the names and addresses and telephone numbers of two persons from whom references may be obtained. **One must be your current or most recent employer.** In the absence of previous employment experience, a reference from your last place of full-time education will be a suitable alternative.

REFEREE 1	REFEREE 2

TELEPHONE NO:				TELEPHONE NO:			
EMAIL:				EMAIL:			
Reference Type: (Please circle)	Employer	Education	Character	Reference Type: (Please circle)	Employer	Education	Character
Please note that we will contact this referee if you are short listed for this post and seek reference before interview				Please note that we will contact this referee if you are short listed for this post and seek reference before interview			

12. FURTHER INFORMATION FOR CANDIDATES

- * You will receive no further communication unless selected for interview. If you have therefore not been contacted within three weeks of the closing date for applications, you should conclude that, unfortunately, you have been unsuccessful on this occasion.
- * Under the Data Protection Act, the Trust and the Governing Body will use the information given for the purpose of recruitment and selection. Strict confidentiality will be observed and if you become an employee, the information will be used for personnel, pay and pensions administrative purposes only.
- * To comply with the Asylum and Immigration Act 1996 (as amended by S.147 of the Nationality, Immigration and Asylum Act 2002), all prospective employees will be required to supply evidence of eligibility to work in the UK. If you are appointed to the post you will be provided with further information detailing what documents will be required.

THANK YOU FOR YOUR INTEREST SHOWN IN THIS APPOINTMENT

13. DECLARATION

To the best of my knowledge and belief all the particulars I have given are true. I understand that any false statements may disqualify me from employment or render me liable for dismissal. I also understand that no offer of employment made to me will be binding unless confirmed in writing.

I also understand that this post is subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check and to satisfactory medical clearance and the provision of documentary evidence (e.g. NI Number) that shows I am entitled to work in the U.K.

Signature:.....Date:.....