



PRIMARY TEACHER

Etonbury Academy

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Dear Colleague,

Welcome to BEST (Bedfordshire Schools Trust) and thank you for expressing an interest in joining Etonbury.

Etonbury Academy is fully staffed and always recruits very strongly. The school's excellent reputation as a wonderful place to work attracts exceptional applicants from across the region and further afield.

This pack has been collated to provide you with all the information you need to enable you to apply for this role. However, if you would like any further information, or would like to make a visit to Etonbury, please do not hesitate to Victoria Lockey, School Manager.

Come and be part of our exciting journey.

Yours sincerely

Ian Evason

Principal

Etonbury Academy
Stofold Road
Arlesey
Bedfordshire
SG15 6XS

TEAM Etonbury – Together Everyone Achieves More

BEST VISION, VALUES & BELIEFS

BEST Vision Statement

To grow the BEST in everyone

We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be'.

BEST Values

We will:

Always put Children first

Our reference point question is 'how will this improve outcomes for children and enable them to go on and succeed in life?'

Collaborate to support and compete to challenge

Our schools work together to add value and compete to continually improve

Provide community based provision

Our schools form a coherent learning community at the heart of the Bedfordshire community

BEST Beliefs

We will:

Deliver BEST outcomes

Outcomes will be in the top 20% nationally

Provide BEST opportunities

An extensive range of opportunities beyond the classroom will be provided to develop the whole person

Nurture talent

Our responsibility is to invest in our people and bring out the BEST in everyone

Operate a high autonomy, high accountability culture

Professionals will lead our system and take responsibility to continually raise standards

Lead through service

Leaders and followers will work together with mutual respect and shared responsibility

ABOUT ETONBURY ACADEMY

Working at Etonbury is an unprecedented opportunity to be involved in a genuinely exciting and innovative growth programme and have real influence and input into shaping the future development and success of this creative and rural community school.

Etonbury Academy has expanded and developed rapidly from a small middle school into an extended secondary school. A major site redevelopment opened in September 2016 providing stunning new teaching and sports/leisure facilities in a beautiful rural setting. The school currently has over 1000 students on roll, and will reach around 1300 students by 2020. The first cohort to sit GCSE's will do so in summer 2019.

Behaviour and Ethos were recently named Areas of National Excellence in a Challenge Partners Review. Parent and Carer's surveys show extremely high levels of satisfaction with the school, and the Academy is heavily oversubscribed. KS2 results are well above national averages and above national averages for outstanding schools. Etonbury Academy is driving forward with energy and vigour to meet the growth and development challenges identified in our recent inspection. Victoria Pendleton CBE is our honorary patron.

Membership of the Trust means that opportunities available to staff are varied and wide-ranging. The Trust includes a Teaching School offering training and development opportunities for all staff. The growth and development of Etonbury ensures that there are also many opportunities for staff to rapidly progress their careers if they so wish.

JOB DESCRIPTION

Primary Teacher (NQT)

POST:	Primary Teacher, Etonbury Academy
SALARY/GRADE RANGE:	MPS
REPORTING TO:	Head of Year, Head of KS2.
RESPONSIBLE FOR:	The provision of a full learning experience and support for KS2 students.
LIAISING WITH:	Principal, Senior Team, teaching/support staff, LEA representatives, external agencies and parents.

ABOUT BEST

Bedfordshire Schools Trust (BEST) comprises of eight flourishing academies and two nurseries delivering first choice education, from Early Years to Advanced Level study. Our vision is 'to grow the BEST in everyone.' We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be.' Our schools work together to add value and compete to continually improve.

PURPOSE OF THE ROLE

- Implement and deliver an appropriately broad, balanced, relevant and differentiated primary curriculum for students and to support a designated curriculum area as appropriate.
- Monitor and support the overall progress and development of students as a Teacher and Form Tutor
- Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- Contribute to raising standards of student attainment in KS2
- Share and support the Academy's responsibility to provide and monitor opportunities for spiritual, personal and academic growth

DUTIES OF THE ROLE

- Assist in the development of resources, schemes of learning, assessment policies and teaching strategies.
- Contribute to the departmental improvement plans and the implementation of these plans.
- Plan and prepare courses and lessons.
- Use data on pupil performance to inform target setting, lesson planning and to identify underachieving students.
- Implement targeted intervention and monitor the progress.
- Support the BEST and academy's monitoring procedures.
- Support the review of teaching strategies and programmes of work.
- Attend all department and staff meetings.
- Co-ordinate and manage work as a Form Tutor.
- Contribute to the review, development and management of curriculum and assessment functions, including the Academy Improvement Plan and working towards individual academy and BEST aims.
- Improve and monitor the effectiveness of the BEST and academy's assessment policy.
- Ensure all pupil and student data is held centrally and is used effectively.
- Provide the data team and other staff with relevant information about teaching and tutor groups, to help their planning and ensure all staff have high expectations of pupils and students.
- Review teaching methods and programmes of work including schemes of learning.
- Participate in arrangements for training and continuing professional development.
- Contribute to the review, development and management of curriculum and assessment functions, including the School Improvement Plan and working towards individual academy and BEST aims.
- Ensure the role of the Form Tutor is carried out, as stated within the staff handbook.

Specific Duties and Responsibilities

- Undertake a designated programme of teaching within our excellent Primary environment.
- Ensure a high quality learning experience for all students that will stimulate learning appropriate to pupil and student needs.
- Monitor the objectives and tasks identified within the School Improvement Plan and the BEST improvement plan.
- Liaise with colleagues in lower, middle and upper schools to ensure a smooth transfer of information.
- Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.

- Write reports and provide data for parents to inform them about pupils' and students' progress.
- Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- Interpreting comparative data regarding pupil and student performance and using this to differentiate and assess.
- Take responsibility for professional development, keeping abreast of subject developments and reviews, locally and nationally.
- Prepare and update subject materials.
- Contribute to the whole-academy and BEST ethos, with due regard to wider professional effectiveness.
- Teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere in accordance with the department assessment policy.
- Ensure that ICT, Literacy, Numeracy are reflected in the teaching/learning experience of students.
- To maintain discipline in accordance within BEST and individual Academy's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

Note: Whilst every effort has been made to explain the duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from the BEST Principals to undertake work of a similar level that is not specified in this job description.

PERSON SPECIFICATION

Primary Teacher

Attributes	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> • Relevant degree • Teaching Qualification • Evidence of Continual Professional Development 	<ul style="list-style-type: none"> • Master's Degree in relevant subject
Professional Experience	<ul style="list-style-type: none"> • Teaching experience • Understanding and application of strategies to raise standards across the ability range through the effective teaching and learning • Sensitivity to the learning needs of all students • Demonstrate understanding of using comparative data, together with information about the student's prior attainment to establish benchmarks and set targets for improvement • Identify usage of current good practice in assessment techniques and the monitoring of pupil progress • Successful teaching in KS2 or Successful teaching experience whilst qualifying 	
Professional Knowledge, Skills & Understanding	<ul style="list-style-type: none"> • Demonstrate application of information and communication technology for development of learning and teaching in the subject • Ability to inspire, enthuse and motivate students and staff • Excellent classroom management to encourage positive behaviour • Demonstrate creative problem solving and good communication skills • Ability to work collaboratively or on own initiative • Time management skills and a capacity for hard work and an ability to prioritise effectively with good administration skills • The ability to think creatively and imaginatively to anticipate and solve problems and identify opportunities • Enthusiasm and a good sense of humour 	
Personal Qualities	<ul style="list-style-type: none"> • Willingness to be flexible • Willingness to undertake further training, including risk assessment and first aid. • A commitment to equality principles and practices • Willingness to take part in residential trips and visits • Knowledge of relevant safeguarding/ child protection legislation and the best practice • Value and respect the views and needs of young people 	
Other	<ul style="list-style-type: none"> • Enhanced DBS clearance 	

HOW TO APPLY

We actively encourage all applicants to apply online, please visit the Trust website www.bestacademies.org.uk/join-us and follow the online instructions, or go to www.etonbury.org.uk

If you prefer to complete a hard copy of the application form please contact vlockey@bestacademies.org.uk or 01462 730391 and submit your application by email or post.

Please remember to include contact details for three referees and complete the equal opportunities monitoring form.

Please note that this appointment is subject to DBS clearance.

We look forward to receiving your application.

BEST is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This position is, therefore, subject to a satisfactory references, checks including an Enhanced Disclosure and Barring certificate.

HR Team
Bedfordshire Schools Trust
BEST House
Shefford Road
Clifton
SG17 5QS

USEFUL LINKS



www.bestacademies.org.uk



www.gravenhurstlower.org.uk



www.gothicmede.org.uk



www.etonbury.org.uk



www.langfordvillageacademy.org.uk



www.pixbrookacademy.co.uk



www.robertbloomfield.beds.sch.uk



www.samuelwhitbread.org.uk



www.stchristophersacademy.org



www.bedsscitt.org.uk



www.bestnurseries.co.uk



www.bestteachingschool.org.uk