



**Applicant pack for the post of
Key Stage Two (KS2) Class Teacher**

Full time

5 days per week

Temporary (Maternity Cover)

1 year (subject to change)

Salary

Main Scale 3 - 4

£33,814- £36,051 dependant on experience

(pending 24/25 pay award)

Fantastic! You are already enthused enough about this post to have acquired the applicant pack. This could be the start of an exciting time for you, as you learn about, and potentially become a part of, the wondrousness that is Ralph Butterfield Primary School.

Ralph Butterfield Primary School is situated in the picturesque town of Haxby, on the outskirts of York. It was named after the late Dr Ralph Butterfield, a local man and chairman of the old North Riding Education Committee, who became pro-Chancellor of the University of York. The school is well positioned within the town and enjoys spacious grounds. There are two separate playgrounds at the front of the building, one benefitting from fixed play equipment, and to the rear there is a large playing field.

Ralph Butterfield Primary School is a wonderful place to work and we are offering a really exciting opportunity to come and join our team. Teachers in our school are positive, enthusiastic, hard-working and passionate about supporting our children to enjoy their learning and to make great progress, with their personal development and academically. If this also sounds like you, and you have experience of teaching classes in Key Stage Two, then please do apply to come and work as part of our fantastic Ralph Butterfield Primary School staff team. We are certain that you would enjoy working in our friendly and supportive environment, where you would also be offered every opportunity to develop your skills.

We would love our temporary KS2 teacher to be someone who:

- Is very caring and nurturing
- Can inspire, challenge and motivate children
- Is committed to continually raising standards for all our children
- Has excellent communication and organisational skills
- Is committed to working in partnership with staff, parents/carers, governors, other schools and the wider community
- Will support our school ethos and value all aspects of school life
- Has a positive and cheerful disposition
- Both looks for inspiration and inspires others with teaching and learning ideas
- Promotes and celebrates equality and diversity

Within this pack you will find:

- A letter from our Headteacher
- Additional information regarding the post
- Job Description
- Person Specification
- Application Information



Ralph Butterfield Primary School

Station Road, Haxby, York, YO32 3LS

Telephone: 01904 768325

www.ralphbutterfieldprimary.co.uk

Headteacher: Mrs E Clark BA (Hons) QTS

Key Stage 2 Teacher Post (Maternity Cover)

Dear Applicant

I am delighted that you have an interest in applying for the temporary (maternity cover) post of KS2 teacher at Ralph Butterfield Primary School. The successful applicant would teach a LKS2 class from mid-January 2025 up to and including December 2025, alongside that of existing staff. We are therefore looking for a fabulous teacher who has previous experience of KS2 and really enjoys teaching in this phase of a primary school.

What we have at Ralph Butterfield Primary School is really special. The staff team is highly dedicated, motivated, hardworking and passionate about what they do. All staff teams get on exceptionally well and provide a highly supportive environment for each other. The children are absolutely at the heart of every decision we make and first and foremost comes our care for the wellbeing of every child. We pride ourselves on the outstanding level of care shown for each individual. Staff go to every effort to get to know each child really well, to build positive relationships with them and to ensure that individual needs are appropriately met. We work hard, with kindness, to nurture a culture in which every child develops a respect for each other, including a tolerance and appreciation of differences, and in which there is mutual respect between all children and all adults in our school community. Our positive behaviour management procedures are based on the pivotal approach and restorative practices.

Ralph Butterfield Primary School enjoys a reputation for motivating children to try their best and achieve the highest standard of work that they are individually capable of. The vast majority of our children leave the school having reached the nationally expected standard, with many children working above this standard.

We are looking for a caring, enthusiastic teacher, committed to ensuring that every child is happy and enjoys coming to school, whilst ensuring they make good academic and personal progress. The successful candidate will enjoy the benefits of working with an amazing team who will be supportive, welcoming and open to any new ideas that the successful candidate may have. Further qualities that we are looking for can be found in the 'person specification' within this pack.

We take our safeguarding responsibilities very seriously and work hard to ensure that every child is, and feels, safe, and has a caring and supportive environment in which to work, grow and enjoy time.

At Ralph Butterfield Primary School, it is a time full of opportunities for development and improvement and you would continue to be an integral and important part of this process. You will find our School Development Plan (SDP) summary poster for 2024 - 2025 on our website. It includes the key priorities that we have most recently been working on. Also on our website, you will find lots of information about our ethos and what we have to offer.

Our school is fortunate to have a fantastic, enthusiastic and skilled board of governors, whose job it is to challenge what the school is doing and support its strategic leadership.

We know that you would enjoy being part of our wonderful school community; I am already looking forward to welcoming our temporary class teacher into the team.

Within my role as acting Headteacher for the autumn term, during the temporary absence of Mrs Clark (Headteacher), I look forward to receiving your application.

Yours sincerely

A handwritten signature in black ink that reads "H.C. Stephenson". The signature is written in a cursive style with a large initial 'H' and 'C'.

Mrs H Stephenson

Acting Headteacher

Job Description

<u>Employment Details</u>	
Job title:	Classroom Teacher
Reports to:	Governing body, Headteacher, members of the senior leadership team
Type of position:	Full-time
Hours of work:	30 Hours
Grade:	According to the School Teachers' Pay and Conditions Document
Job purpose:	<p>The classroom teacher will be responsible for delivering learning in accordance with the curriculum, national guidelines, and the school's strategy. The successful candidate must also carry out other duties that support pupils' learning while operating in accordance with the school's policies and procedures. The classroom teacher is responsible for teaching a KS2 class.</p>
<u>Main Duties and Responsibilities</u>	
To undertake your duties, as required by the Teachers' Standards.	
To be committed to the ethos and success of the school.	
To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.	
To have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development.	
To be familiar with the school's systems, structures, policies and procedures.	
To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.	
To adapt teaching styles to suit all learners and provide a supportive learning environment.	
To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.	
To work as part of a team to evaluate and develop pupils' learning needs.	
To enforce the school's Behaviour Policy through excellent classroom management, embracing restorative practices.	
To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.	
To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.	
To self-evaluate your teaching in order to improve effectiveness.	
To be committed to the school's target and monitoring system for pupil progress.	
To systematically assess and record pupils' academic and social progress, and use the results to inform lesson planning decisions.	

To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.

To report on each individual pupil's progress to the headteacher and parents as required.

To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents' evenings, which may require some out-of-hours availability.

Person Specification

	Essential	Desirable
Qualifications and experience	<ul style="list-style-type: none"> • Qualified teacher status • Degree level qualification • Willingness to undertake CPD • Previous experience working in a school teaching KS2 pupils 	<ul style="list-style-type: none"> • Previous experience working in partnership with parents/carers • Good working knowledge of end of KS2 assessment processes
Knowledge and skills	<ul style="list-style-type: none"> • Sound understanding of the primary curriculum • Excellent behaviour management skills • Excellent inter-personal skills • Ability to work as part of a team • Excellent planning and organisational skills • Effective oral and written communication skills • Knowledge of key performance indicators and the ability to use them to monitor progress • Awareness of the needs of children who speak English as an additional language or have SEND • An understanding of how a pupil's learning is affected by their intellectual, emotional and social development, and the stages of child development 	<ul style="list-style-type: none"> • Experience working as part of a team • An understanding of the importance of parental involvement • Experience working with children who have SEN and/or disabilities • Experience working with children who have behavioural problems
Personal qualities	<ul style="list-style-type: none"> • Committed to teaching • Supportive of colleagues • Good attendance and punctuality • Good sense of humour • Pro-active in the working environment • Enthusiastic and positive attitude • Ability to accommodate changes in work priorities • A flexible approach • Ability to anticipate workload and plan ahead • Ability to develop effective relationships with parents • Ability to encourage and enable others to reach their full potential 	<ul style="list-style-type: none"> • Self-confidence • Ability to relate well to other professionals • Looks for inspiration and inspires others with teaching and learning ideas

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

Additional Information Regarding the Post

The anticipated start date for this post is **20th January 2025** with an expected end date of 19th December 2025. This vacancy is temporary, to cover maternity leave, so these dates are therefore subject to change.

If the successful candidate is available, we would love them to come into school prior to this start date, in order to support a smooth transition.

The successful candidate would be willing to teach in LKS2 (we do also have mixed year group classes). The successful candidate would also have a subject leadership role for the duration of the post.

Application Information

Hopefully you have decided that you need an application form because you are enthusiastic about applying for this post; you will find the **application form** on our website www.ralphbutterfieldprimary.co.uk.

Please also include a supporting **letter of application** detailing your relevant experience and expertise and taking account of the contents of this pack.

Also, are you keen to develop your leadership skills through covering a subject leader role for a curriculum area? Fabulous. You may like to share your areas of subject specialism skill and expertise within your application and this can be discussed at interview.

Applications should please be sent by email to Danielle.Walker@rbp.yorkschoools.net - please use the subject heading '**KS2 Class Teacher Application**'. Mrs Walker is our Admin Officer and will also be able to facilitate any questions that you may have.

The closing date for applications is midnight on **Sunday 10th November 2024** and the anticipated interview date is week beginning Monday 25th November. This will be confirmed when invited to attend.

We are committed to safeguarding and promoting the welfare of children. We have a culture of vigilance. We will require the successful applicant to undertake an enhanced criminal record check via the DBS. We will conduct an online search in relation to shortlisted candidates.

It is an offence to apply for this role if the applicant is barred from engaging in regulated activity relevant to children.

We look forward to receiving your application.