



Applicant Information Pack

Class Teacher



'Every Individual is in a great school'



Letter from the Headteacher

Dear Applicant,

Thank you for the interest you have shown in our school. Much Wenlock Primary School is situated in the picturesque town of Much Wenlock. It is a wonderful community school, with the children drawn mostly from the local area and town centre.

We are a popular school with around 180 children on roll, in 7 classes. We also have an onsite Nursery which caters for children from 2 years upwards. The school prides itself on having a close-knit and nurturing feeling.

Much Wenlock Primary School is a thriving and dynamic learning community where children consistently excel and reach their full potential. At the heart of everything we do is our vision: *Unlocking potential: Empowering every child to thrive*. We are passionate about fostering a love for reading, language, and performance, and our unapologetically ambitious curriculum is designed to inspire every child. Rooted in the principles of "knowing more and remembering more," our curriculum celebrates individuality, nurtures special talents, and applauds every success, no matter how big or small.

Our school radiates pride, from our vibrant classrooms to our supportive and inclusive ethos. Led by a Senior Leadership Team relentlessly pursuing excellence, we ensure that the well-being, happiness, and progress of both pupils and staff are at the heart of every decision. Together, our whole-school team works with passion and purpose, setting the highest expectations for achievement and behavior. At Much Wenlock Primary, we are dedicated to creating an environment where joy, growth, and ambition flourish—unlocking potential and empowering every child to thrive.

We are committed to enriching the curriculum for our children through a wide range of after school- clubs, trips, performances, school ambassador projects, community work and collaboration with other schools. It is important to us to offer as many opportunities as possible to the children and regularly draw on the local links. We have a very inclusive approach. Our Learning Mentor supports children, parents and teachers within the school.

At Much Wenlock Primary School, our community is very important to all of us: this includes children, staff, and families past and present. This means that our pupils are well behaved, enjoy their learning and consider school to be an important part of their life, along with their teachers - of whom they value very much.

Our staff are our greatest asset: we are committed to continued professional development for all our staff as we aim to make our community as successful as possible. We foster open, professional and respectful relationships across the school and staff well-being and happiness is paramount.

This recruitment pack contains details about our school, the 3-18 Multi Academy Trust, and the commitment to our staff and students. Please explore our website and read the additional materials included in this pack to find out more.

If you decide that you have the energy, enthusiasm and experience to enhance our culture and make a difference, then we look forward to your application. If you would like to arrange a visit or an informal discussion then please contact our School Office via email info@wps.318education.co.uk

With Kind Regards

Much Wenlock Primary School

Much Wenlock Primary School



About Us

At Much Wenlock Primary School, we pride ourselves on our welcoming learning environment, where a friendly atmosphere is combined with an air of purpose. We are fortunate in the high quality of all our staff. Parents and governors are involved and supportive, and the children themselves help to drive school improvement through our School Council and House Group system.

Everyone works together to maximise the educational opportunities and personal

well-being of each and every child. Children make good progress as they grow through the school and achieve well. We are proud to teach children with a wide range of skills, and our vision of 'Unlocking Potential:



Empowering Every Child to Thrive' is lived every day. Our school sits at the heart of a wonderful community and we pride ourselves on being responsive to the families we serve. The school staff strive to make Much Wenlock Primary school and Nursery a happy and successful learning environment for all children.



Facilities

Situated on the edge of the historic and popular town of Much Wenlock, just south of the Ironbridge Gorge and fourteen miles south-east of Shrewsbury, we are within easy reach of an enormous range of learning environments;

rural, urban, historic and modern. Our own extensive grounds provide excellent facilities. They include a large sports field and two hard playgrounds with a range of markings for team games and other activities. There are further large, grassed areas and a range of natural habitats, including woodland and a living willow den and a 'secret garden' which has been developed for Forest School activities.

Ethos and Values

At Much Wenlock Primary School we value each and every child and celebrate their individuality. We are committed to nurturing and inspiring children to be happy, confident learners. We achieve this by working together to create meaningful and enjoyable experiences. In this way we strive to instil a lifelong love of learning and achieving.



Our Vision: Unlocking Potential: Empowering Every Child to Thrive

Our Values:

- ◆ Wonder
- ◆ Resilience
- ◆ Equity
- ◆ Nurture
- ◆ Sustainability.



The 3-18 Education Trust is currently made up of nine schools and derives its name from the age range of the pupils and students who attend those schools. We have an inclusive ethos, defined by age and we recognise that education is a continuous process, secured through consistent values and a strong transition (through the key stages).

Our Vision:

To ensure every individual is in a great school.

Our Mission:

To celebrate the diverse nature, culture and identity of our individual schools, whilst enjoying the benefit of the team, so that each school is reciprocal in their support for one another and achieves together.

Our Values:

- **Accomplished:** to provide high quality education and training for all
- **Resilient:** to be solution focused and able to intelligently manage challenges
- **Compassionate:** to show care and understanding towards others

Not only do we pursue the important dimension of achieving the best results for each student regardless of their starting point, but we also believe strongly that education is about developing well-rounded individuals who are ready, willing and able to make their contribution to society.

Please take a look at our [Trust website](https://www.3-18education.co.uk) (<https://www.3-18education.co.uk>) for more details on what we offer. For information about each of our schools, please read on or click on the below links.



The 3-18 Trust: What We Offer

Hours & Working Weeks

Work-life balance is important in our Trust.

Having the ability to organise your working hours in a way that suits you, whilst not compromising your hours and standard of work, alongside meeting the requirements of the post and the needs of the Trust can help to achieve this work-life balance. It may be to avoid a busy commute or to allow time to work around childcare or caring for dependents. We will be looking for core-working hours, which will be agreed with the successful applicant and other hours are to be worked around other commitments.

We also support home-working and this will be discussed at interview.

You must exhibit a high level of self-motivation and self-discipline and be able to manage your own time effectively for this to be successful.

In addition to a comprehensive induction and a commitment to your ongoing training and career progression, we also offer:

✓ **Unbeatable Pension Scheme**

Thinking about your future? We are too and it's never too early. We'll automatically enrol you onto the relevant pension scheme – we will pay a whopping 28.68% into your Teachers Pension scheme or 19% if you are a member of our amazing support staff through the local government pension scheme – you'll find it hard to beat that.

✓ **Holiday**

Whilst holiday allowances vary across the roles, we offer no less than 27 days plus bank holidays – and to top it off, your holiday entitlement grows as your career does – as after five years' service you'll be awarded five extra days. Plus, we run a special leave policy making allowances for paid time off for those unplanned life events or family milestones that we just wouldn't expect you to miss.

✓ **Saving Scheme**

Saving for those rainy days has never been easier than with our salary savings scheme where you can have your savings taken directly from your salary into an accredited savings scheme.

✓ **Support for you and your family**

We understand that becoming a parent, growing your family or looking after those who mean the most to you, can be life changing. That's why we're proud to provide policies that fit around your family, whenever you might need it.

✓ **Your wellbeing**

It's a top priority for us, and that's why we look after your physical wellbeing with free eye tests, flu vaccinations, and an outstanding occupational health service. We also look after your mental wellbeing too, with our employee assistance programme, providing legal, financial, health, parenting

and life advice with 24 hour access for you and your family members. We also provide access to independent counselling specialists to beat those long waiting lists and ensure you have access to the right support at the right time.

✓ **Online GP Service**

Struggling to get an appointment with your local GP, we've got you covered. As an employee at The 3-18 Education Trust you will have 24 hour access to a GP appointment, these usually take place within 2 days at a time to suit you, prescriptions provided when required to be collected at your local pharmacy. This service is also open to your dependants.

✓ **We've always got you covered**

If the unexpected happens – for example, you can't work because of illness or you're in an accident – we've got you covered with excellent sick pay benefits. Plus, in the event of death in service, we'll pay up to three times your salary. All these give you financial protection and take away any worries – all at no cost to you.

✓ **Cycle to work scheme**

Choose a brand-new bike and accessories and save on tax and National Insurance. Select a bike worth up to £3,000 and spread the cost over 12 months, interest free.

✓ **Home and Electronics Scheme**

The latest Xbox on the birthday list? Washing machine broken down at just the wrong time of year? We have you covered with our newest salary sacrifice scheme, open all year round and open to all staff, spreading the payments for those expensive items over 12 months.

✓ **Awards for long service**

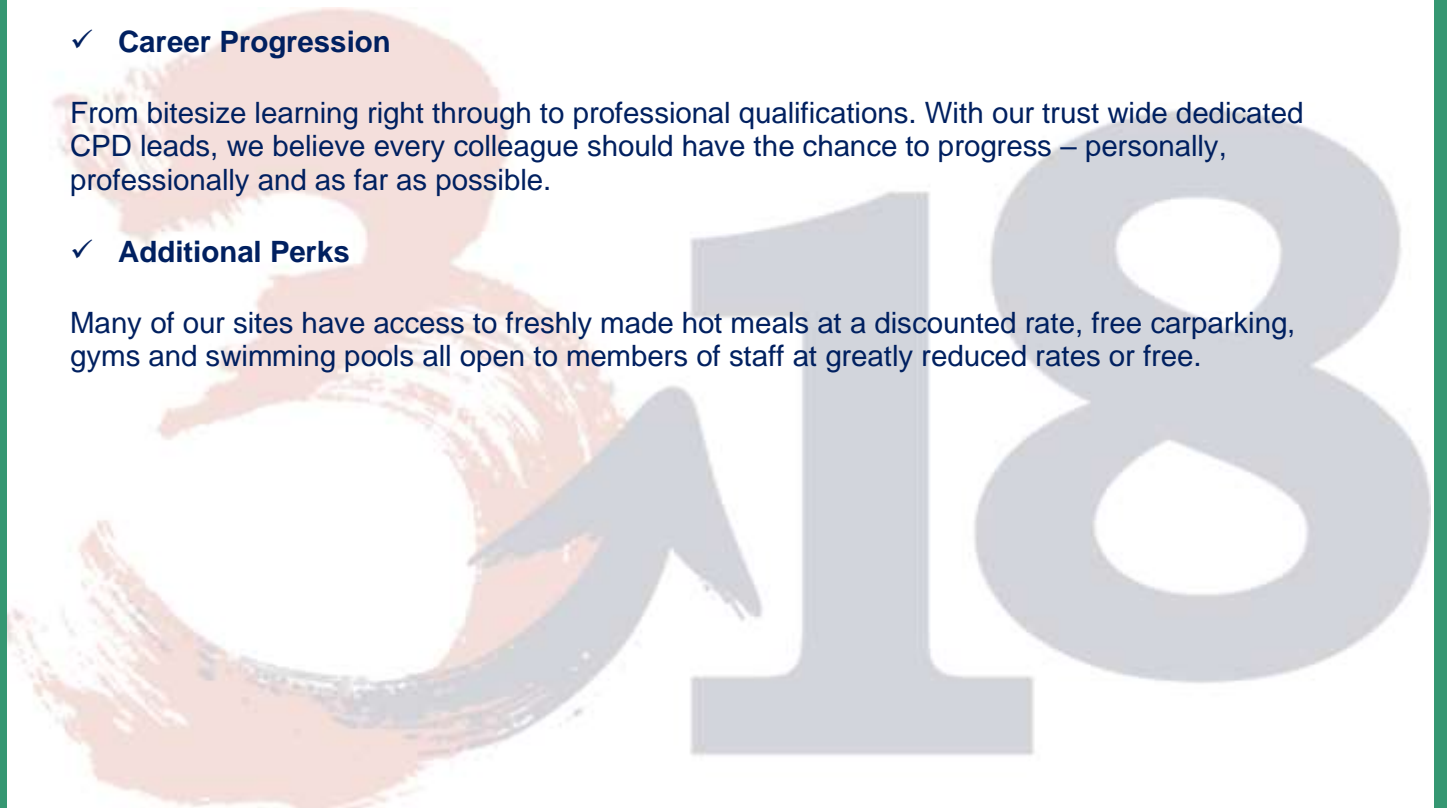
We owe so much to our long-serving colleagues. That's why we're all about rewarding their continuous service and celebrating their key milestones. Just the way it should be.

✓ **Career Progression**

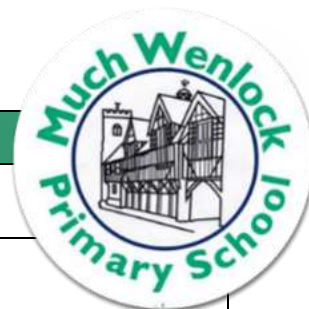
From bitesize learning right through to professional qualifications. With our trust wide dedicated CPD leads, we believe every colleague should have the chance to progress – personally, professionally and as far as possible.

✓ **Additional Perks**

Many of our sites have access to freshly made hot meals at a discounted rate, free carparking, gyms and swimming pools all open to members of staff at greatly reduced rates or free.



Job Description: Class Teacher



Title of Post	Class Teacher
Salary/TLR/ Allowance	M1 – M6
Post Status	Fixed Term Contract 1.0 FTE (to end of summer term 2025)
Accountable To	Headteacher

Main Purpose

Under the direction of the Headteacher, the Class Teacher must play a major role in the school community and:

- 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.

The Teacher is subject to the provisions of the School Teachers' Pay and Conditions Document.

Teacher Duties & Responsibilities

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;

Adapt teaching to respond to the strengths and needs of pupils;

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;

Create a stimulating and safe learning environment;

Inform parents of children's progress through formal and informal parent consultations and an annual report;

Take part in CPD as appropriate to the role;

Undertake duties and tasks under the reasonable direction of the Headteacher;

Lead a core curriculum area.

Subject Co-ordination

In order to carry out this responsibility the post holder should:

- Become sufficiently expert to advise staff;

- Scrutinise subject work throughout school on a half termly basis (at least);
- Monitor the teaching and learning in the subject throughout school and feedback to teachers;
- Work with the SLT to analyse whole school data;
- Develop and implement subject policy, plans, targets and practices;
- Provide those who teach the subject with support, where appropriate;
- Keep abreast of new developments through reading and attending appropriate courses and research best practice within other schools;
- Action plan for the subject area, developing priorities for improvement and driving this forward;
- Plan and organise enrichment linked to your subject, curriculum days, visitors, trips, clubs etc;
- Ensure the subject is a priority within a broad and balanced curriculum and promoted to parents via PR; Be responsible for a curriculum area of display.

Whole-school organisation, strategy and development

Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision;

Make a positive contribution to the wider life and ethos of the school;

Be willing to lead extra-curricular activity and attend some school events;

Work with others on curriculum and pupil development to secure coordinated outcomes.

Health, safety and discipline

Promote the safety, safeguarding and wellbeing of pupils;

Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment.

Professional development

Take part in the school's appraisal procedures;

Take part in further training and development in order to improve own teaching;

Where appropriate, take part in the appraisal and professional development of others.

Help keep knowledge and understanding relevant and up-to-date by reflecting on your own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness

Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school

Communication

Communicate effectively with pupils, parents and carers;

Collaborate and work with colleagues and other relevant professionals within and beyond the school;

Develop effective professional relationships with colleagues.

Personal and professional conduct

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.

Safeguarding

Take responsibility for understanding and following school safeguarding policies and procedures.

Other Responsibilities

Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

Be aware of and comply with all school policies and procedures

Be aware of and support difference and ensure equal opportunities for all

Contribute to the overall ethos and aims of the School and Trust

Appreciate and support the role of other professionals

Attend and participate in relevant meetings, training and learning activities as required

The postholder may be required to carry out any other duties that are commensurate with the post. Whilst every effort is made to explain the main duties and responsibilities of the post each individual task undertaken may not be identified.

This job description is subject to review, in negotiation with the post holder at any time. However, an annual review of this job description and allocation of responsibilities will take place as part of agreed performance management arrangements.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • Bachelor's Degree 	
Work or relevant experience	<ul style="list-style-type: none"> • Excellence in classroom teaching 	<ul style="list-style-type: none"> • Evidence of leading a core subject
Skills and Abilities (relevant to post)	<ul style="list-style-type: none"> • Sufficiently fluent in spoken English to ensure effective performance in the role • Ability to interpret and analyse class data to track and monitor student performance. • The ability to build positive relationships with colleagues, students and parents • Knowledge of guidance and requirements around safeguarding children • Knowledge of effective behaviour management strategies • Ability to create a calm, well-organised and attractive learning environment 	<ul style="list-style-type: none"> • Experience and willingness to lead extra-curricular activities
Personal Qualities	<ul style="list-style-type: none"> • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • Ability to work under pressure and prioritise effectively • Excellent personal skills and the ability to become a valuable part of a real team • A genuine belief and alignment with Much Wenlock's values and ethos 	
Special Conditions	<ul style="list-style-type: none"> • Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check 	

Application & Appointment Process



An application form is available to download from the school website which can be found [here](#).

Please complete and return your application form as soon as possible, clearly noting all the experience, skills and personal qualities that you can offer which are relevant to this post.

Please send completed applications to Rachel Howell-James, Acting Headteacher at Rachel.howelljames@wps.318education.co.uk

Interviews will be offered to those applicants who best demonstrate how skills, abilities and experience match the person specification, taking into consideration the job description.

Closing date for applications: 9.00am Monday 16th December

Interviews will take place: Thursday 19th December 2024

If you wish to arrange an informal discussion to find out more about this post, please contact the school office: info@wps.318education.co.uk

Please note:

- It is essential that all elements of the application form are completed in full.
- We do not accept CV's in support of an application.
- Appointments will be subject to clearance in respect of medical fitness, satisfactory references, right to work in the UK and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders act 1974 and as such the applicant who is appointed to this post will be subject to an Enhanced Disclosure before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at intervals during the course of their employment whilst in this post.

If invited for interview, **you are required to bring evidence of your qualifications and appropriate documents to initiate the DBS application process** should you be the successful candidate

The 3-18 Education Trust is committed to safeguarding and promoting the welfare of children and young people.

This post is exempt from the Rehabilitation of Offenders act 1974 and as such shortlisted candidates must complete a declaration including details of any cautions, reprimands or warnings, as well as convictions and non-conviction information. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

Any successful candidates offer of employment will be subject to clearance in respect of medical fitness, satisfactory references, right to work in the UK and an Enhanced Disclosure and Barring Service Check before their appointment is confirmed. Once appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at intervals during the course of their employment.

In line with Keeping Children Safe in Education (KCSiE), online checks will be carried out on the successful applicant.