

URSULA TAYLOR VC LOWER SCHOOL

Headteacher: Mrs L M Fraser

Chair of Governors: Ms Alison Radmall



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Dear Applicant

On behalf of the School and Governing Body, we would like to thank you for the interest you have shown in the post of Key Stage 2 teacher at Ursula Taylor C of E Lower School. We hope the information provided will assist you with your application. However, we would encourage an informal visit to the school. Please contact the school directly to make arrangements for either of the dates available, Tuesday, 10th May or Tuesday, 17th May.

Yours sincerely

Alison Radmall
Chair of Governors

Lindsay Fraser
Headteacher



URSULA TAYLOR C OF E (VC) LOWER SCHOOL

Ursula Taylor Lower School is a Voluntary Controlled Church of England Lower School. This means that our ethos is based on Christian teachings and this is the basis of all our policies, Collective Worship and our monthly value. Our mission is to provide our children with an understanding and respect for those of Christian and other faiths and for those with no faith. We expect all adults in our school to be good role models based on these values.

Ursula Taylor Lower School is part of the North Bedfordshire Schools Trust (NBST) of 15 lower schools, 3 middle schools and Sharnbrook Upper School. There is a very good liaison amongst the 19 schools. Ursula Taylor Lower School is one of the five feeder schools to Lincroft Middle School with whom we have very strong transition procedures; most children transfer from Year 4.

There are 250 children in our school, currently divided into nine classes, two Reception, two Year 1, and two Year 2 classes with three mixed classes of Years 3 and 4. Due to increased numbers we are extending our classes to two Year 3 and two Year 4.

The school is housed in a modern, light and airy building which is well equipped. The grounds of the school are extensive and provide a wonderful setting for learning and play. An on-site swimming pool enables the children to swim three times a week in June and July, a provision which is valued in our school community. A garden also enables the children to have a pleasant area to sit and to be involved in various aspects of gardening during the school week. However, many classes also have their own garden outside their classroom. From September 2011 the Year 4 classes will be housed in a spacious double mobile classroom.

The curriculum is based on a cross curricular creative curriculum incorporating the interests of the children themselves. It is our aim to ensure that all children are engaged in and enthused by their learning. Many children choose to further their learning at home. Our main priorities over the past three years have been to raise standards in writing and numeracy. Currently progress is good to very good from the beginning of Reception to the end of Year 4, although we are striving to exceed national averages by a greater margin. Children come from a wide range of backgrounds, but the average baseline is below national expectations for this age group, especially in PSED. A few children are at their early stages of learning English. The senior leadership team is currently made up of the headteacher and two senior teachers, although leadership meetings are usually joined by other members of staff according to the agenda. There are seven other full-time members of staff and three part-time teachers who cover PPA time. Each class has a teaching assistant, mornings only in Years 2,3 and 4.

We are currently restructuring our team. From September 2011 we intend to appoint a Deputy Headteacher to support the Headteacher in the next stage of the school's development. The Senior Teacher responsible for special needs will become part-time with a non-teaching role for special needs. The other senior

teacher will extend her role of Head of Early Years to encompass Year 1 to ensure the learning journey. The Senior Leadership Team will therefore comprise of the headteacher, the deputy headteacher, the senior teacher and the office manager. Weekly meetings take place for the SLT, involving other members of staff when appropriate. A new teacher will be appointed to Key Stage 2, initially for one year, to be extended should numbers of pupils in the school make this viable. A teacher will also be appointed on a permanent basis to Y1.

JOB DESCRIPTION

POST:	KS2 Teacher (temporary for one year)
SCHOOL:	Ursula Taylor C of E Lower School
PAY RANGE:	Main Scale or UPS
Job Purpose	To carry out the professional duties of a teacher, as detailed in the School Teacher's Pay and Conditions Document as issued by the DfE.

Areas of Responsibility and Key Tasks

Planning, Teaching and Class Management

Teach allocated pupils by planning teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge pupils and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- identifying and meeting the needs of SEN or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- assessing, recording and reporting on the development, progress and attainment of pupils to inform future planning;
- ensuring effective teaching and best use of available time;
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour and standards of work;
- using a variety of teaching methods to: match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;
- use effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
- select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
- encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
- using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.

Personnel Specification – KS2 Class Teacher

	Essential Attributes	Preferred Attributes
Educational Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Evidence of successful teaching practice/teaching experience 	
Experience	<ul style="list-style-type: none"> • Experience of teaching in lower KS2 	<ul style="list-style-type: none"> • Experience of planning and delivering a thematic, engaging and creative curriculum
Skills, knowledge and Aptitude	<ul style="list-style-type: none"> • A clear understanding of how children learn and how to meet their needs • A thorough knowledge of the lower KS2 curriculum • An understanding of assessment and target-setting • An understanding of Assessment for Learning 	<ul style="list-style-type: none"> • Computer literate and a keen interest in developing ICT • An ability to teach a foreign language • An ability to enthuse and encourage other members of staff
Motivation	<ul style="list-style-type: none"> • Commitment to maintaining the school's safe-guarding policy • Commitment to delivering a high standard of teaching and learning • Commitment to equality, principles and practice • Ability to be an excellent team member • A willingness to take a full role in all aspects of school life 	<ul style="list-style-type: none"> • Willingness to provide an extra curricular club
Ethos	<ul style="list-style-type: none"> • A willingness to support the Christian ethos of this church school 	