



Bedford Road Primary School

Believe and Achieve Together

Hillgrounds Road, Kempston, Bedford, MK42 8QH

Telephone: 01234 851011

Email: office@bedfordroad.school

Headteacher: Mrs L J Gould

April 2023

Dear Applicant

Vacancy: Teachers: MPS / UPS

Thank you for enquiring about the advertised post to become a teacher at Bedford Road Primary School. Bedford Road is a two form entry Primary school situated in the centre of Kempston with 360 pupils on roll. Our school is a wonderful community and our staff, parents and pupils are ready to offer you a warm welcome.

We have up to two posts available and the flexibility for these posts to be in EYFS, KS1 or KS2. You should state in your application form, your preferred age group (or whether you are able to be flexible on this). There is one full time permanent position and one fixed term part time position. Please also outline the teaching experience that you have had to date that will equip you for a role in our school.

We want to appoint teachers who are self reflective and confident practitioners and who demonstrate a keen ambition to secure the best outcomes for all pupils. You should have a good knowledge of effective teaching and learning across key stages, have a strong commitment to supporting pupils of all abilities including SEND and have high expectations of achievement and behaviour.

You will be expected to lead a subject area and your subject interests and experience should be outlined in your application. You will need to have the ability to build excellent relationships with parents, pupils, governors and staff.

Our full time position is permanent and starts in September 2023.

More information about our school can be found on our website:
www.bedfordroad.school

Enclosed in this pack is an application form, a personnel specification and a sample job description. **Please ensure that your application is returned with a handwritten covering letter.** Your application form and letter of application should be completed

electronically. You will be expected to bring a signed, hard copy of your application form should you be invited to interview.

Please highlight your curriculum and year group strengths, your experience and whether you have career aspirations to leadership and **ensure that you address your letter of application to the enclosed personnel specification.**

Applications will be considered for interview at the time of receipt.

Visits to the school are strongly encouraged and will form part of our selection process.

Please note the school will implement a robust recruitment process that gathers evidence about candidates' suitability to work with children as well as their suitability for the post. There are proactive safeguarding procedures in place that address inappropriate behaviour.

I look forward to meeting you when you visit the school and to receiving your completed application.

Yours sincerely,

Mrs L Gould
Headteacher



Class Teacher Job Description

Name:	
Job Title:	Classroom Teacher
Salary Scale:	MPS
Responsible to:	Headteacher
Responsible for:	Performing the professional duties of a teacher as detailed in the School Teacher's Pay and Conditions Document.
Line managed by:	Headteacher / Deputy Headteacher

The main duties and responsibilities are as follows:

Duty Of Care:

Pay due regard to the school's safeguarding procedures and follow latest guidance in 'Keeping Children Safe in Education'.
 Register the attendance of pupils and supervise children, whether these duties are to be performed before, during or after school sessions.

Teaching and Learning:

Plan, prepare and teach creative, high quality, stimulating and challenging lessons to ensure good or better learning for all pupils.
 Ensure that all pupils experience a broad, balanced, relevant and stimulating curriculum. Where planning is collaborative across a year group, remain accountable for delivery of high quality lessons in your own class.
 Be accountable for the progress and attainment of pupils in the class.
 Ensure the individual needs of pupils are met through adapted work, allowing for the highest standards to be achieved by all.
 Assess, record and report on the development, progress and attainment of all pupils.
 Set and meet end of year targets for the pupils in your class.
 Work in partnership with parents and other members of staff to promote the well being and educational progress of each pupil.
 Maintain the classroom as a stimulating learning environment which is neat, tidy and well organised.
 Use high quality resources including ICT.
 Identify and meet the needs of all pupils including very able children, those with SEN, those in receipt of Pupil Premium funding and those with EAL.

Mark and monitor children's work in accordance with the staff handbook and set short term targets which move learning forward.
Encourage children to think and talk about their learning and to develop self control and independence. To support children to concentrate and persevere and listen attentively.
Prepare for and participate in termly parent learning review evenings (part time staff will be expected to be available for all parent consultation evenings).
Write an annual report for the pupils in your class.
Maintain the highest standard of good order and discipline in line with the school's policy.

Professional Development:

Participate in teacher performance appraisal.
Evaluate your own teaching critically to improve effectiveness.
Take ownership of your own CPD, using evidence based research.
Attend training as necessary.
Review impact of the training you have received.

Other:

Adhere to the expected staff code of conduct.
Ensure the effective and efficient employment of adults within the classroom.
Communicate and consult with parents and encourage them to participate in school life.
Adhere to health and safety procedures.
Participate in and lead meetings.
Communicate and cooperate within school teams and with outside agencies; meeting all deadlines set.
Subject leader as required.
Attend and lead assemblies.
Take a full and active part in school life.
Offer an extracurricular activity.
Support the Headteacher in promoting the school ethos.
Pay due regard to the staff code of conduct, AUP and other school policies.
Any other specifically related tasks/targets.



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Bedford Road Primary Specification - Class Teacher

Attributes	Essential	Preferred
<p>Education / Qualifications</p>	<p>QTS Evidence of participation in recent CPD Recent Safeguarding training</p>	<p>Additional qualifications relevant to the role.</p> <p>Evidence of participation or willingness to undergo training to ensure up to date safeguarding procedures.</p> <p>Evidence of participation or willingness to undergo training to ensure up to date 1st Aid training.</p> <p>Trained in delivery of Read Write Inc</p>
<p>Skills / Knowledge / Aptitude</p>	<p>A clear and good knowledge and understanding of the curriculum, current educational issues, theory and practice.</p> <p>Evidence of ability to teach outstanding, successful lessons in EYFS, KS1 or 2.</p> <p>The ability to use ICT effectively to engage pupils both in the school setting and also to teach remotely.</p> <p>An understanding of how to use assessment to inform planning for good/outstanding teaching and learning.</p> <p>Demonstrate consistent and effective planning of lessons to meet differing learning needs of all pupils and to secure best possible outcomes for all pupils.</p> <p>Evidence of good classroom management skills in order to create a happy, challenging and effective learning environment.</p> <p>Involvement and commitment to all</p>	<p>Evidence of outstanding successful teaching experience in KS1, and / or KS2.</p> <p>Experience of teaching in Year 1 or 6</p> <p>Evidence of effective practice recognised by external and internal sources.</p> <p>Evidence of ability to secure strong progress for individuals or groups.</p> <p>Experience of working with and / or developing links with parents and / or the wider community.</p> <p>Willingness to lead extra curricular activities / clubs</p> <p>Experience of working in a school with high numbers of pupils from vulnerable groups and high numbers of pupils with SEND.</p>

	<p>aspects of school life.</p> <p>Commitment to personal welfare and safeguarding of children</p> <p>Confident in the use of Google Suite for education.</p>	
Personal Qualities	<p>A desire to make a difference to the lives of young people.</p> <p>A willingness to learn and develop new skills.</p> <p>Professional and personable at all times - even in the most challenging of circumstances.</p> <p>Good written and oral communication skills.</p> <p>Ability to plan time and organise work effectively.</p> <p>Ability to work as part of a team towards a common purpose.</p> <p>An excellent attendance and punctuality record.</p>	<p>Ambition for career progression / looking to further develop leadership skills.</p>