



Elms Road, Botley, Oxford. OX2 9JZ.

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Dear Prospective Candidate

Re: Early Years/KS1/KS2 teaching post

Thank you for your interest in the teaching vacancies at Botley School. We are determined to appoint a talented teacher with vision, energy and a real commitment to high standards and expectations.

The successful candidates should have:

- a passion for teaching
- experience of raising standards in English and maths
- high expectations of pupil achievement and behaviour
- good communication skills

I am very lucky to have staff in school who are highly committed, supportive and dedicated to ensuring all children receive a great education. If you relish a challenge, share our belief that Botley School can make a very real difference to its pupils, and are prepared to work unstintingly in pursuit of this goal, we would love to hear from you.

Visits to the school are welcome on Thursday 10th May at 2.30 pm and Monday 14th May at 4.00 pm.

Key dates: **Closing date:** Monday 21st May **Interview date:** Friday 25th May

Botley School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, and volunteers, to share the same commitment. This position is subject to an enhanced DBS check.

Before submitting your application on the OCC application form, please ensure that your referees are aware that you have applied for this vacancy as we will request references before inviting people to interview. When naming your referees please write their full name and title along with their address, telephone number and email address. We always contact referees via email to conserve time, so they need to watch out for our request. Please ensure your first referee is your current employer and your second one is linked to teaching and learning.

If you would like any other information please do not hesitate to contact us.

Yours sincerely

Alison Marsh
Headteacher

Job Description:

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher or other Senior Managers if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the County Council's Stress at Work Policy and the Dignity at Work Policy.

General Duties

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation. Specifically for the year 2017/18

www.gov.uk/government/uploads/system/uploads/attachment_data/file/636389/School_teachers_pay_and_conditions_document_2017.pdf

General Responsibilities

Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

Person Specification – Teacher at Botley School

Post Requirement	Essential	Desirable	How Identifiable
Education & Training	<ul style="list-style-type: none"> - Qualified Teacher Status - Commitment to continuing professional development 	<ul style="list-style-type: none"> - Degree in relevant specialism - Evidence of a subject specialism 	<ul style="list-style-type: none"> - Application form/covering letter and interview certificates
Experience	<ul style="list-style-type: none"> - Excellent classroom practitioner - Tracking, monitoring and acting on the evaluation of pupil progress including those with SEND/Disadvantaged - Experience of teaching in EYFS/ KS1 or KS2 (please state which post you are applying for) -Successful, close work with colleagues 	<ul style="list-style-type: none"> -Experience in several year groups over the primary range - Able to offer leadership in one or more subject areas-please state 	<ul style="list-style-type: none"> - Application form/covering letter and interview -references
Teaching & Learning	<ul style="list-style-type: none"> - An inspiring practitioner with high expectations of behaviour and achievement - Deep understanding of how children learn and the characteristics of effective teaching -Excellent subject knowledge within the primary curriculum (including phonics for the EYFS/KS1 post) - Effective use of AfL strategies 	<ul style="list-style-type: none"> - Personal passion for delivering a creative curriculum -Potential to inspire the teaching of maths or English specifically, (including phonics for EYFS/KS1) 	<ul style="list-style-type: none"> - Application form/covering letter and interview (including some teaching as part of the interview)
Leadership and management	<ul style="list-style-type: none"> - An excellent communicator-a team player - Effective personal skills - Works collaboratively - Highly organised with systems and structures that contribute to the effectiveness of the school -Able to be a positive role model for staff as well as pupils 	<ul style="list-style-type: none"> - Experience of subject leadership - Experience or commitment to coaching as a means to aid personal and staff development - Experience of leading some aspects of school improvement 	<ul style="list-style-type: none"> - Application form/covering letter and interview
Skills & Attributes	<ul style="list-style-type: none"> - High quality, effective communication skills and impact - A commitment to continuous improvement - Evidence of strong work ethics - Commitment to our ethos and values - Able to prioritise, plan & organise - Is resilient and demonstrates an ability to work well under pressure - Able to work effectively to deadlines - Is reflective and learns from past experiences - Proficient use of IT - Energy & enthusiasm - Flexible, approachable & caring 	<ul style="list-style-type: none"> - An analytical thinker and confident using and presenting data - Experience in working with parents and families - Willingness to share special talents/skills with the school 	<ul style="list-style-type: none"> - Application form/covering letter and interview - DBS checks