



St Peter's School

Kettering

Application Pack

Lower School (Reception or KS1) Class Teacher required

for Easter or September 2022

About Us

St Peter's School is an independent preparatory day school and Nursery for boys and girls in a leafy suburb of Kettering. Children enter our nursery at rising 3 and leave us at age 11 to go on to independent or maintained secondary schools in the state sector. Our pupils receive the benefits of a broad-based education founded on best theory and practice.

The School opened in 1946 as a charitable trust to provide a Christian education to the children of Kettering, and now has a diverse range of children from a wide range of backgrounds and beliefs. It prides itself on a friendly atmosphere where pupils can express their talents and achieve their full potential in a positive working environment. St Peter's School has an active and supportive PTA and plays an integral part in the local community.

The National Curriculum forms the basis of programmes of study with the expectation that pupils' work will extend beyond it. Classes are small, and the staff are fully qualified, experienced and highly committed. Pupils are accepted for entry by interview with the Headteacher. They either join Foundation Stage comprising Sunnylands Nursery and Reception Class, or they may enter at Key Stage One or Key Stage Two, known as Lower and Upper School.

Termly standardised tests reinforce formal and informal teacher assessment of individual pupil attainment and progress. St Peter's School admits an all-ability intake and some families elect to move back into the state system having first given their children a strong grounding at St Peter's School.

The School has approximately 100 children on roll and a total staff of 33. It is situated close to the centre of Kettering, in spacious, walled grounds. Within the grounds, Upper School classes are housed in an elegant Victorian building which also houses the main hall, library and ICT suite. A modern, classroom block within the grounds contains the Lower School (Reception Class, and Key Stage One classes) and a well-equipped music room. Sunnylands Nursery is housed in its own building. The Cedar Hub was added in 2019 and is a bright eco-building housing Art, DT and the wrap around care provision. The School grounds feature a generous playing field for sports and leisure, three tennis courts and an environmental area with a pond. There is also an outdoor low level adventure playground adjacent to the two main playgrounds.

The tradition of sports and the arts is well founded and a wide variety of activities is offered to pupils including traditional summer and winter sports, ballet, choir, individual instrumental teaching and speech and drama lessons. Concerts and drama productions are a regular feature of School life. Before and after school provision is offered daily during term time. Educational visits feature in the School calendar throughout the year.

The School is inspected by The Independent Schools Inspectorate and a copy of its last integrated inspection report (December 2015) is available from the School's website, which also provides extensive detail about School life. St Peter's School is a member of the Independent Schools Association (ISA).

Further up to date information about the School may be found on our website, www.st-peters.org.uk. If you wish to discuss any of the detail contained within this information pack, please contact the School on 01536 512066 or email STPSoffice@st-peters.org.uk

Vacancy Details

We are seeking to appoint an enthusiastic and passionate Lower School (Reception or KS1) Class Teacher to join us from Easter or September 2022. We invite applications to join our highly committed and professional team.

To be successful in this role, you must be:

- Suitably qualified (holding QTS) with experience in teaching in Reception or Key Stage One,
- Passionate in using your knowledge of current theory and practice in teaching and learning to provide highly effective curriculum delivery, in a stimulating and enjoyable way,
- An enthusiastic team player, willing to participate fully in the School's extra-curricular programme and wider school life,
- Engaged with the School's ethos, able to think creatively and reflectively within an open, honest and hardworking team.

Above all you must want the very best for our pupils and be prepared to put their needs first. You recognise the importance of educating the whole child within a broad curricular and co-curricular programme, and of achieving high standards.

In return, we offer a positive working environment, with supportive colleagues and opportunities for professional development. We expect all of our staff to engage in pedagogical reflection and development, and to contribute to on-going improvements in teaching and learning.



Job Specification

Class Teacher

Overall Responsibilities

- To adhere to the School's Child Protection and Safeguarding Policy,
- The Teacher is accountable to the Headteacher and s/he should work closely and collaboratively with colleagues to support the Headteacher and Governing Body in fulfilling the School's Vision,
- To plan, organise and teach in accordance with school policy setting in order to achieve the highest standards,
- To work with the Curriculum and Pastoral Leads, SENDCo and Headteacher to deliver a stimulating and well organised curriculum to those areas of the School as designated by the Headteacher.

Particular Responsibilities

- To plan and deliver teaching targeted effectively, ensuring the needs of children of all abilities are met,
- To assume the co-ordinator role for a curriculum subject as required by the Headteacher in due course,
- To keep accurate records of children's progress,
- To help foster good relationships at all levels with all stakeholders,
- To be professional in all school matters and to keep confidentiality at all times as required.

Key Tasks

- To prepare termly and weekly plans for each curriculum area having regard for progression in learning and school policies,
- To ensure that all resources required are prepared and ready in advance of all lessons,
- To assess children's progress both formally and informally, maintaining clear and accurate records,
- Maintain resources to the required quality and safety standards and recommend renewals to the Bursar as necessary within the required timescales provided from time to time,
- To provide a warm, supportive atmosphere that is conducive to the social and emotional needs of the children,
- To value the contributions of all children and correct errors positively and constructively,
- To follow all policies and codes of practice in relation to school discipline, health and safety regulations and the reporting of accidents,
- To keep the daily attendance register in the morning and afternoon,
- To establish and maintain an organised and stimulating classroom environment,
- To cover for colleagues in their absence as directed by the Headteacher,
- To take an active role in staff meetings, parent consultation evenings, outings and training as appropriate to the role,
- To take part in the staff appraisal and peer development programme,
- To support the school by attending productions, functions and events as requested, some of which may be outside the normal working day,
- To cooperate fully with all other members of staff to promote good working relationships,

- To foster the development and continuation of good parent/teacher relationships, and communicate any issues reported to the Headteacher promptly,
- To prepare school reports and reports for external agencies
- To welcome the class and to stay after school as necessary; punctuality and commitment being of great importance,
- Carry out lunch and playground duties as timetabled or when necessary,
- To contribute to the extra-curricular programme as directed by the Headteacher,
- To participate in annual residential field trips if required to do so - adequate prior notice will be given,
- To devote working time to the affairs of the school and not undertake any extraneous activities which could interfere with the discharge of school duties,
- Such other duties that the Headteacher may reasonably and from time to time require.

Person Specification

The School will seek evidence of the following criteria from:

- Application form
- Letter of application (cover letter)
- References
- Interview
- Qualification certificates

Knowledge and Understanding

- Qualified to degree level (or equivalent), holding at least NQT in the appropriate subject and age range,
- Experienced in the teaching of Reception or Key Stage One with good up to date subject knowledge,
- Shows evidence of participation in professional development and commitment to continuous professional development,
- Is able to implement effective strategies for the promotion of good behaviour and deal with challenging behaviour,
- Can teach pupils of all abilities and ages to a high standard, by utilising excellent classroom teaching skills to promote pupil progress,
- Maintains a stimulating classroom to promote a happy, challenging and effective classroom environment,
- Is innovative in the approach to teaching and learning,
- Has a thorough understanding of current education policies and practice, in particular relating to Child Protection and Health and Safety.

Working in a professional team, developing and promoting the school's ethos and values

- Teaches to a high standard, evidenced in planning, assessment, recording and pupils' work,
- Motivates pupils and colleagues,
- Contributes positively to lunchtime and after school clubs/activities,
- Works well within a team and contributes positively to its development,
- Understands, values and models the processes of planning, monitoring and evaluation to raise standards,
- Good classroom management of pupils, resources and the teaching environment,
- Supports the School's Christian ethos through Key Stage and class based assemblies,
- Supports the School's commitment to equal opportunities and anti-bullying,
- Works within and supports the wider School community.

Ability to communicate clearly

- Has good written and oral communication skills,
- Is able to demonstrate good presentational and ICT skills using Microsoft Office tools,
- Establishes good relationships with colleagues, parents and visiting teachers.

Personal Qualities

- Is professional in approach and appearance,
- Demonstrates good personal organisation and has high expectations of achievement and behaviour,
- Is able to work under pressure, recognising and managing stress effectively,
- Works with flexibility and is a good team player,
- Is committed to ongoing professional development,
- Committed to the protection and safeguarding of children and young people,
- Understands the importance of upholding the Vision and Aims of St Peter's School.

In return, we offer you:

- A safe and happy school,
- Talented and dedicated colleagues with inspirational team spirit,
- Children who are enthusiastic to learn, with outstanding behaviour,
- A supportive and nurturing ethos which will help you fulfil your potential.

Extra-Curricular Programme

The School has a varied extracurricular programme and the successful applicant will be expected to play a part in this sphere of activity. Staff led after school activities take place each day during term-time. Activities are planned in advance and agreed at the beginning of each term by the Headteacher. Please note that full time members of staff are expected to offer at least one or two activities per week.

Salary Scale

St Peter's School has its own salary scale based upon qualification and experience. It is not practical for us to advise candidates on where they will be placed on our scale at this stage of the recruitment process. Applicants are advised that we offer a competitive contribution to the APTIS pension Scheme.

Safeguarding

We are committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo an enhanced DBS check. In addition to an assessment of their ability to perform the duties of the post applied for, candidates invited to attend for interview should expect further discussion relating to safeguarding and promoting the welfare of children.

Visits to the School prior to submitting application

Potential applicants are welcome to visit the School prior to application. These visits should be booked with the School Administrator in advance at a mutually convenient time.

A visit prior to application is not essential. An opportunity to tour the School will be made available on interview day.

Application Information

Applications on the form attached must be received by midday on Monday 21st February 2022. Shortlisted candidates will be contacted by Monday 28th February 2022 and interviews will be held week commencing 7th March 2022.

Completed forms should be posted to the following address:

Mr M Thomas, Headteacher, St Peter's School, 52 Headlands, Kettering, Northamptonshire NN15 6DJ or may be emailed to STPSoffice@st-peters.org.uk, (no agencies please)

NB: Our safer recruitment regulations mean that we are unable to accept CVs in place of an application form, but a CV may be submitted as additional supporting documentation.

St Peter's School is an equal opportunities employer.