



Information for Applicants



Post: Schools Direct Trainee Teacher

SCALE:

Option of 0.5 on the Unqualified Teachers' Scale or unsalaried route. (This is a supernumerary position).

Required for: September 2018



The Collegiate Trust
Exceptional Education for All

Welcome to Gossops Green Primary School

Dear Candidate

Thank you for your interest in working as a trainee teacher on the Schools Direct programme at *Gossops Green Primary School*. High quality and well supported staff are crucial for the success of our children and, as a large primary school, we are able to offer a comprehensive professional development package to ensure that they are provided with the best possible teaching and support.

Opened almost 60 years ago, *Gossops Green Primary School* is an established and important part of our local community and is at an exciting time in its development. We are part way through our expansion to 3 forms of entry which will mean the school will grow to 630 children over the coming years. We joined *The Collegiate Trust* and converted to academy status on 1st November 2016 and are already benefitting from the support which that brings. We have just completed the third and final phase of a capital programme which has expanded the school and improved many of our facilities. Colleagues joining the school will be coming to a vibrant and ambitious learning community which works in a highly collaborative manner.

Within this pack, you will find a job description and person specification and details of how to apply. As part of your application, please include a statement of no more than two sides of A4, outlining how you meet the person specification and providing information and evidence of the qualities and experience you would bring to this post.

The closing date for applications is at 9.00am on Monday 30th October 2017 and shortlisting will take place later that day. School based interviews will be held on Wednesday 1st November. Successful candidates will then proceed to a second round of interviews with East Sussex Teacher Training Partnership SCITT, who provide the professional studies element and final accreditation. The school is committed to following policies and procedures for child protection and the security of our site in order to safeguard and promote the welfare of our children; the interview will include questions about safeguarding children and the appointment will be subject to successful DBS clearance.

Alongside the information contained here, please do also visit our website at www.gossopsgreen.com to find out more about our school. Having done so I hope you will feel inspired to want to join us.

Yours sincerely

Dawn Martin
Headteacher

Our School



Headteacher – Mrs Dawn Martin

Our school is located in Gossops Green, a neighbourhood in the north-west of Crawley in West Sussex, although children travel to learn at our school from across Crawley and beyond. We have amazing pupils and a talented team of staff and governors, who all work together to make learning fun and purposeful.

We are lucky to have lots of fantastic facilities for our children, including; a large field and play areas with a wide range of equipment, e.g. climbing frames, a 'Peace Area' for those who want to chat quietly, large playgrounds, a wildlife area and pond, a wonderful library, jam-packed with books for everyone to enjoy and two halls.

Our *Aims* and *School Charter*

AIMS

Respect

Enjoy

Achieve

Learn

Keep it real!

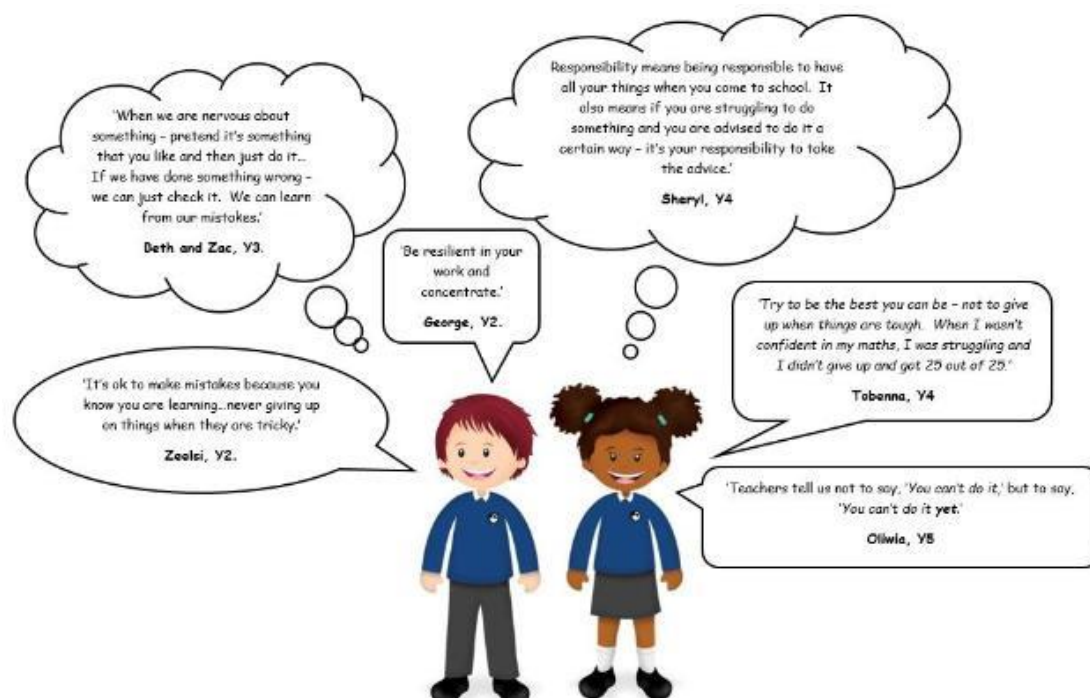
SCHOOL CHARTER

Always be safe and sensible

Be kind to others

Care for our school

Do our best



The Collegiate Trust Vision

*Every school outstanding and delivering an **exceptional education for all***

The Collegiate Trust exists to improve education in Croydon and Crawley for children and young people up to the age of 18, thereby preparing them from an early age for success – in school, at university, in ambitious careers and throughout a fulfilling life. We are building a local partnership of six schools for all ages over the next five years which will work collaboratively to deliver *Exceptional Education for All*.

Such an **exceptional education** values and delivers wonderful academic learning and progress, but puts right alongside this the development of wider skills and qualities that come through a balanced focus on creative, cultural and active learning; it is driven by a strong Local Governing Body, under our clear Trust framework, and delivered by an expert headteacher and team of teachers and support staff. The successful learners developed by our schools become confident individuals and responsible citizens in our modern British society.

The Collegiate Trust Values



Key Information

School:	Gossops Green Primary School
Location:	Kidborough Road, Gossops Green, Crawley, West Sussex, RH11 8HW
Age Range:	4 - 11
Type of School:	Academy
Number of Pupils:	565
Number of Teachers:	29
Number of Support Staff:	36

Professional Development

The professional development of our staff is a clear priority in our work. This includes ongoing school-based INSET, opportunities to attend courses outside of the school and training and support delivered by the Trust, which includes our NQT Residential.

The SLT

Post	Name
Headteacher	Mrs Dawn Martin
Deputy Headteacher	Mrs Sarah Dunne
Assistant Headteacher	Mr Mark Warwick
Senior Teacher	Mrs Debbie Bullen
Special Needs and Disability Coordinator	Mrs Catherine Humphrey

Safeguarding

The Collegiate Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Appointment will be dependent upon further health, medical and attendance checks.

Job Description

Post: Schools Direct Trainee Teacher

Reporting to: The Headteacher/Principal

Purpose: To carry out the professional duties of a teacher in accordance with the school's policies under the direction of the Headteacher/Principal

Principal Accountabilities:

A: Planning, Teaching and Class Management

Under the guidance of a qualified teacher, to take increasing responsibility:

- to identify and teach clear teaching objectives, informed by assessment, to build on prior attainment and ensure coverage of programmes of study;
- to set tasks which challenge pupils and ensure high levels of interest;
- to provide clear structures for lessons, maintaining pace and motivation;
- to assess and record students' progress systematically, according to school policy, and to keep records to check work is understood and completed, to monitor strengths and weaknesses, to inform planning and to recognise the level at which the pupil is achieving;
- to support the preparation of informative reports to parents;
- to maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour, standards of work and homework;
- to evaluate own teaching critically to improve effectiveness;
- to ensure the effective and efficient deployment of classroom support.

B: Pastoral Leadership

To promote and safeguard the welfare of all children and/or young people with whom you come into contact;

- To alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- To communicate, as appropriate, with parents of students and agencies outside the school concerned with the welfare of individual students, after consultation with appropriate staff.

C: Professional Leadership

- To operate at all times within the stated policies and practices of the school;
- To establish effective working relationships and set a good example through personal presentation and professional conduct;
- To co-operate with other staff to ensure effective use of resources to benefit the school, department and students;
- To contribute to the corporate life of the school/college through effective participation in meetings and management systems, necessary for the efficient operation of the school/college;
- To take part in marketing and liaison activities such as open evenings, parents' evenings and events with partner schools;
- To take responsibility for personal professional development;
- To liaise effectively with governors.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description may be amended at any time following discussion between the Headteacher/Principal and member of staff.

Person Specification

	ESSENTIAL	DESIRABLE
1. Qualifications and Experience (Career Development)	<ul style="list-style-type: none"> • A UK undergraduate degree or a recognised equivalent qualification • A GCSE grade C or above in English and mathematics • A GCSE grade C or above in a science if you are applying to teach primary or key stage 2/3 (ages 7–14) • Professional skills tests (See below) • DBS clearance (can be post-appointment) 	<ul style="list-style-type: none"> • Other qualification in a relevant area.
2. Teaching, curriculum and assessment.	<ul style="list-style-type: none"> • Ability to support a broad, rich and inclusive primary curriculum which celebrates individuality 	<ul style="list-style-type: none"> • Ability to think creatively • Can demonstrate an understanding of how children learn
3. Key personal qualities and characteristics.	<ul style="list-style-type: none"> • Ability to communicate effectively both orally and in writing in a variety of settings • Sensitivity in relationships with adults and children • Positive attitude and resilience • Willingness to accept support from others • Patience and the ability to stay calm under pressure or in frustrating situations • Lead by example to encourage adults and children to 'be better than they thought they could be' • Self-management skills i.e. the ability to prioritise and delegate, good time management, the ability to work well under pressure, motivation, enthusiasm and commitment, stamina and energy • Ability to work as part of a team • Ability to work independently, when appropriate 	<ul style="list-style-type: none"> • Willingness to participate in extra-curricular activities. • Ability to promote individual and team development

Professional Skills Tests:

The professional skills tests (skills tests) for prospective teachers assess the core skills that teachers need to fulfil their professional role in schools, rather than the subject knowledge needed for teaching. This is to ensure all teachers are competent in numeracy and literacy, regardless of their specialism.

All current and prospective trainee teachers must pass the skills tests in numeracy and literacy before they can be recommended for the award of qualified teacher status (QTS). The Collegiate Trust expects that all trainees meet the current ITT entry requirements for the skills tests, before they apply for their course.

The skills tests:

are in addition to the GCSE grade C equivalence entry requirement

- are set in the context of the professional role of a teacher
- assess the use of real data and information which teachers are likely to encounter
- are computerised and can be taken at learndirect skills test approved [test centres](#) throughout the UK
- go through a stringent quality assurance procedure
- are extensively piloted and the performance of each test is regularly monitored

You can find more information about the skills tests in the context of teacher training via the [Get into teaching website](#).

Post

Schools Direct Trainee Teachers Required for September 2018

Salary: 0.5 of Unqualified Teacher Scale or unsalaried route

The ***School Direct*** Training Programme is an employment based route into teaching for high quality graduates with two or more years' career experience. We are seeking to appoint highly motivated and committed professionals to join in the continued development and success of our school. In addition to meeting the criteria shown in the person specification, the successful candidates will:

- have the ability to combine working with academic study effectively
- have high expectations and a clear vision of educational excellence
- be flexible and willing to work as part of our hardworking, supportive team.
- be enthusiastic, caring and well-motivated,
- demonstrate versatility, tact, commitment and the ability to use initiative,
- be patient and able to stay calm, and
- have the ability to maintain confidentiality.

Gossops Green is an Academy which is part of *The Collegiate Trust*.

Gossops Green is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. An appointment will be dependent upon further health, medical and attendance checks.

Closing date: Monday 30th October at 9.00am

Interviews: Wednesday 1st November

Start date: September 2018

The application form is available by clicking [here](#).

The application form is available here: <https://www.tct-academies.org/vacancies>



By Car

Please see the Map. Parking is available on and off site on the roads surrounding the school. Please do not obstruct the residents' garages.

By Train

The nearest station is Ifield Station (see map).

By Bus

Bus routes: 1 and 20, disembarking at Gossops Green Parade (shops).

A Gossops Green Primary School, Kidborough Road, Gossops Green, Crawley, West Sussex RH11 8HW

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www.gossopsgreen.com