



*Inspired to Excel*

**PART TIME TEMPORARY  
TEACHER  
INFORMATION PACK  
MAY 2021**



*Flying high....creating success together*





Crabbs Cross Academy  
Evesham Road  
Crabbs Cross  
Redditch  
Worcs B97 5JH  
Telephone: (01527) 543624

[office@cca.endeavourschools.org](mailto:office@cca.endeavourschools.org)

Dear Candidate

Firstly, thank you for considering joining the team at Endeavour Schools Trust.

Our Multi Academy Trust was established in 2013 and is rooted in the principles of school to school working, high quality professional development for staff and in “going further and being better than we have ever been before,” so that all members of our Trust community are truly “inspired to excel.”

I joined Endeavour Schools Trust, then named Redditch West School Trust, in October 2016 having made a very conscious decision that it was an organisation I would be proud to work for. This is because I passionately believe in the core value of the Trust encapsulated in the words of Helen Keller “Alone we can do so little: together we can do so much.” Collaboration, learning together, aspiration and retaining the unique character of each school within our Trust underpin our values and these resonate with our leaders, governors and staff so that Endeavour Schools Trust is a forward thinking, vibrant place to be.

Fundamentally, we are all driven by the same sense of purpose – to provide our children with the very best opportunities for them to thrive and achieve.

I do hope you find this pack informative and I look forward to hearing from the Head Teacher of the Academy about your application. You will be joining a family that can offer you many opportunities to progress and make a difference to our communities.

Yours sincerely

**N J Wright (Mrs)**

Executive Head Teacher/CEO



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Dear Candidate

Thank you for showing an interest in Crabbs Cross Academy; I am delighted that you are considering our school.

We are looking for a passionate and committed individual to join our strong team of practitioners.

Crabbs Cross Academy is part of a small Multi Academy Trust, Endeavour Schools Trust, based on the edge of Redditch, Worcestershire. We are proud of our location, enjoying views across the county of Worcestershire to the Malvern Hills. We are also the oldest first school in Redditch; there has been a school on the site since 1877 and we value our school's long history. Alongside this pride in our heritage runs a strong awareness of the need to ensure Crabbs Cross Academy competes with confidence in our rapidly changing society.

Our school vision is 'Flying high...creating success together' and this is at the very heart of everything we do. As a school, we pride ourselves on the relationships we build with both our children and our parents.

Endeavour Schools Trust ambition for all children at Crabbs Cross Academy is that they will be:

- inspired to learn
- inspired to excel
- inspired to be a good friend and person
- inspired to have clear aspirations in life....

We firmly believe in meeting the needs of all children and all staff strive to ensure that our school provides a safe, caring and dynamic environment which encourages all learners to achieve their potential. Working in partnership with parents and our locality we aim to grow from 'Good to Great' and to make the school one which is a school of first choice for our community.

Do come and visit us to experience life at Crabbs Cross Academy for yourself.

Yours sincerely,

*Sarah Shakles*

Headteacher

## **CRABBS CROSS ACADEMY**

All teachers across the Trust enjoy the support and challenge offered through cross school working. Colleagues regularly visit and work with their counterparts in other schools and seek out innovative ideas that are making a difference within other areas of the Trust. The numbers of schools in our Trust offers opportunities for career progression for our staff, whilst still remaining small enough for each member of staff to remain a valued individual personally known by our CEO.

## **STAFFING**

### **CRABBS CROSS**

Senior Leaders - 2

Number of Teachers - 12

Number of Teaching Assistants - 17

Other Support Staff - 9

### **STAFF AT OUR PARTNER SCHOOLS & CENTRAL TEAM IN THE TRUST**

Number of Teachers - 20

Number of Teaching Assistants - 20

Other Support Staff - 32

## **ACCOMMODATION AND RESOURCES**

The Trust is well resourced and is continually using its finances to develop and improve the school accommodation and resources.

## **PUPILS**

We are most fortunate in the skills, talents and qualities our children possess. Their responsive nature, and willingness to learn and succeed, provide an inspiring teaching and learning environment. The support that classroom staff, and the children, receive from our specialist support staff is second to none, with the school achieving regional recognition for its innovative strategies to support pupils and families who have found accessing school more challenging.

## **SALARY**

The Salary Range is M1 – M6 and the salary will be agreed according to previous salary and experience to a maximum of M6.

Full Time Salary Range £25,714 – £36,961

Actual Salary Range for 0.5 FTE £12,857 - £18,480

## **CONTRACT**

This contract is 0.5 and is fixed term for one year, pending a staffing restructure within the Trust.

The days to be worked are not yet agreed and will be consulted on with the successful candidate, taking into consideration the candidate's areas of strength and the needs of the school.

### **MAKING AN APPLICATION**

Applicants should complete the Trust's application form, which includes the names and telephone numbers of two referees. A concise covering letter is expected. These documents should reach Louise Ellender, Office Manager **no later than 9am on Monday 7<sup>th</sup> June 2021**. Late applications and applications not on the Trust's application form will not be accepted.

Please contact Louise Ellender, Office Manager at Crabbs Cross Academy if you have any specific questions or wish to discuss arranging a visit to the school, if guidelines allow.

Please email Louise at [officemanager@cca.endeavourschools.org](mailto:officemanager@cca.endeavourschools.org)

Applications can be posted or delivered in person to Crabbs Cross Academy or emailed to Louise Ellender [officemanager@cca.endeavourschools.org](mailto:officemanager@cca.endeavourschools.org)

### **INTERVIEW ARRANGEMENTS**

Interview date to be confirmed; this will include an opportunity to see candidates teach. Due to the high volume of applications that the Trust receives only shortlisted candidates will be contacted. If we do not shortlist you, we wish you every success in the future.

We look forward to receiving your application.

Sarah Shakles  
Headteacher

## Class Teacher Job Description

NAME:

POST: Part time Temporary Teacher with responsibility for (*curriculum area*)

Pay Scale: Main Scale

Responsible to: Headteacher

### **Purpose of the job:**

- To carry out the professional duties of teaching a designated group of pupils, and to promote their general progress and well-being.
- To provide leadership in the development of an area of school life (*to be agreed*)

This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of duties set out in that document so far as relevant to the post-holder's title and salary grade. The full document is available for inspection on the DFE website.

### **Teaching and Learning**

1. Provide creative and imaginative learning experiences for pupils through teaching that is at least good and often outstanding.
2. Liaise with colleagues to plan and deliver a personalised curriculum that meets the need of all pupils underpinned by the curriculum stage expectations.
3. Work alongside teaching assistants and the SENCO to meet the needs of all children.
4. Set targets for pupil attainment levels and share with parents in line with school policy.
5. Set work for absent pupils as required by the headteacher.
6. Demonstrate good practice in the area of responsibility, being an exemplar to others.

### **Assessing and reporting**

1. Plan observations to assess pupil progress and record using school systems.
2. Record pupil achievements through positive verbal feedback, marking work, providing targets and feedback in line with school policy.
3. Share lesson evaluations with colleagues in the year group and teaching assistants to create well planned, targeted learning provision for all pupils.
4. Report to parents in written form in line with school policy. In addition, discuss pupil progress at other times verbally e.g. at parents' evenings, informally if parents or yourself are concerned, or at SEND consultation meetings.
5. Work within the Code of Practice relating to Special Educational Needs in line with school policy.

### **Leadership and Management**

1. Support the headteacher and other senior leaders.
2. Lead the (*subject area*), including managing the relevant budgets.

3. Be innovative and creative in leadership, continuing to keep oneself up to date in teaching and leadership areas through personal research, networking and actively taking part in staff development activities, leading CPD for others in line with SDP and relevant action plans.
4. Provide support and guidance for others within the area of responsibility.
5. Monitor standards in areas of responsibility, providing written or verbal reports to the headteacher and governors as required. Feedback to other staff so they understand what they need to do to improve. Review progress for impact of initiatives.

### **Standards and Quality Assurance**

1. Support the aims and ethos of the school.
2. Follow the school's policies and procedures for safeguarding to ensure that pupils are effectively protected from harm.
3. Set a good example in terms of punctuality and attendance.
4. Attend and participate in events such as open evenings, induction events and pupils' performances.
5. Actively support school policies on uniform and behaviour.
6. Actively engage in continuing professional development, sharing new knowledge and putting it into action in school as appropriate.
7. Participate in team and staff meetings.
8. To actively support the wider school context.
9. Develop links with the Governing Body, across our Trust schools, schools within our network and local area.

### **Other duties and responsibilities**

This job description is not necessarily a comprehensive definition of the post, and you may be required to undertake other duties as reasonably required by the headteacher. It will be reviewed annually, or earlier if necessary, subject to modification or amendment after consultation with you.

Signed (issued by) \_\_\_\_\_ Date \_\_\_\_\_

Signed (received by) \_\_\_\_\_ Date \_\_\_\_\_



**Person Profile for Part Time Teacher**

**Crabbs Cross Academy**

**Endeavour Schools Trust**

Job Requirements	Essential	Desirable
<b>Experience</b>	Teaching experience across KS1 or KS2	Outstanding Teaching experience in the Primary Phase/s Experience of successful OFSTED inspection
	Evidence of creating creative learning journeys based on the national curriculum that engage and inspire children to learn	Working and practical understanding of KS1/KS2
	Displays a good knowledge of the Primary Curriculum and is able to apply this effectively within the classroom	Proven and successful experience of co-ordinating a subject area, including management of budget and resources
	Strong evidence of raising standards of pupil achievement within class	Significant contribution to raising standards of pupil achievement across a subject area in the school
	Evidence of proven accuracy of assessment which supports pupil progress	Application of assessment to assess pupil progress in KS1 and KS2
<b>Education</b>	Relevant degree	Further relevant training post degree
	QTS	
<b>Skills &amp; abilities</b>	Be a consistently good teacher with some outstanding practice	
	Have a clear philosophy and understanding of how children learn	
	Proven ability to work with small groups/ individuals, having significant impact	
	Successful class teacher showing commitment to safeguarding of pupils; holds full safeguarding clearance	
	Strong organisational skills	
	Ability to analyse, monitor and evaluate pupil progress identifying next steps	Ability to analyse data and identify next steps, using this to lead improvement wider than own class
<b>Qualities</b>	Respects and values the different experiences, ideas and backgrounds others can bring to work and to teams	
	Ability to be flexible and to meet changing needs with a smile	
	Self-motivated and hardworking with the ability to work well under pressure	
	A supportive and positive approach to behaviour providing a strong role model to others	

	Appreciation of the extended life of the school and a commitment to putting this into practice
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**Crabbs Cross Academy** • Redditch, Worcestershire

We are committed to the safeguarding and promotion of the welfare of children. In this light, we would like to draw the following matters to your attention:

- 1. All appointments are made subject to:
  - A) An enhanced DBS disclosure.
  - B) Checks of professional status (EWC; QTS etc.)
  - C) Confirmation of professional qualifications
  - D) Receipt of strong references (if not already received by the time of interview); and
  - E) Medical clearance
  
- 2. We only accept applications completed on the application form you have received along with this statement. Please do not send CVs or open testimonials/references.
  
- 3. Please ensure that the application form is completed in full. In particular, you must ensure that a full work history is provided and that any gaps in your employment are fully explained.
  
- 4. The Referees cited in your application form must include your employer from the last occasion in which you worked with children. If your last employment was in a school, we would expect a reference from the Headteacher and/or Deputy/Assistant Headteacher.
  
- 5. When seeking references, we will request information about your suitability to work with children.
  
- 6. If you are shortlisted, any anomalies in your application will be discussed with you at interview.

***We encourage you to pay close attention to these matters so that your application is not excluded unnecessarily.***

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