

## **CLASS TEACHER – Everychild Partnership Trust Required for Baldwins Hill Primary School (East Grinstead, RH19 2AP)**

This is an exciting opportunity for you to join our friendly and supportive staff at Baldwins Hill Primary School on a permanent basis.

We are currently seeking a **part-time** Class Teacher to join our excellent teaching team from 1<sup>st</sup> September 2025. This role is for two days per week with one day with year 5 class and one day with year 6 class.

Our school values of “Compassion, Courage, Responsibility and Respect” underpin our work because we know these four values contribute strongly to positive attitudes to learning both in school and in the world outside.

We are looking for a highly skilled and passionate person who is continually seeking to improve his or her own practice and that of others’. You will join our hard working and driven teams, who are committed to improving outcomes for all pupils and ensuring that they experience a rich and creative curriculum that prepares them well for the future. We have continued to develop innovative practice and improve outcomes for our pupils.

The successful candidate will have:-

- A strong commitment to our Core Values: Respect, Compassion, Courage and Responsibility
- A passion for teaching and learning and ensuring that every child succeeds
- Excellent learning and teaching strategies
- A commitment to high standards and supporting school improvement
- The vision and drive to motivate and inspire others
- The ability to build excellent relationships with pupils, parents and colleagues
- High levels of motivation, flexibility and the ability to work as an effective member of a team
- The ability to think creatively, make learning exciting and have a growth mind-set
- A positive and professional approach

We would welcome prospective candidates to tour our school with the Headteacher. To make an appointment to visit the school, please email Louise Keen/Jane Jones at [admin@everychildpartnership.org.uk](mailto:admin@everychildpartnership.org.uk) or telephone 01737 926582.

Please send completed application form to the email above.

Closing date: 9am, Thursday 19<sup>th</sup> June 2025

Interview date: Week commencing 23<sup>rd</sup> June 2025

We look forward to hearing from you.

Jenny Dabell (Headteacher) Baldwins Hill Primary School

### **Safeguarding statement**

*The Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and DBS checks. Everychild Partnership Trust welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions*



Dear Applicant,

**Re: Class Teacher – Everychild Partnership Academy Trust  
Required for Baldwins Hill Primary School (East Grinstead, RH19 2AP)**

We welcome your interest in the vacancy of class teacher within the Everychild Partnership Trust.

We are currently seeking a part-time Class Teacher to join our excellent teaching team from 1<sup>st</sup> September 2025. This role is for two days per week with one day with year 5 class and one day with year 6 class.

Our school values of “Compassion, Courage, Responsibility and Respect” underpin our work because we know these four values contribute strongly to positive attitudes to learning both in school and in the world outside.

We are looking for a highly skilled and passionate person who is continually seeking to improve his or her own practice and that of others. You will join our hard working and driven teams, who are committed to improving outcomes for all pupils and ensuring that they experience a rich and creative curriculum that prepares them well for the future. We have continued to develop innovative practice and improve outcomes for our pupils.

The successful candidate will have:-

- A strong commitment to our Core Values: Respect, Compassion, Courage and Responsibility
- A passion for teaching and learning and ensuring that every child succeeds
- Excellent learning and teaching strategies
- A commitment to high standards and supporting school improvement
- The vision and drive to motivate and inspire others
- The ability to build excellent relationships with pupils, parents and colleagues
- High levels of motivation, flexibility and the ability to work as an effective member of a team
- The ability to think creatively, make learning exciting and have a growth mindset
- A positive and professional approach

We would welcome prospective candidates to tour our school with the Headteacher. To make an appointment, please email Louise Keen/Jane Jones at [admin@everychildpartnership.org.uk](mailto:admin@everychildpartnership.org.uk) or telephone 01737 926582.

Please send completed application form to the email above.

Closing date: 9am, Thursday 19<sup>th</sup> June 2025

Interview date: Week commencing 23<sup>rd</sup> June 2025

We look forward to hearing from you.

Jenny Dabell (Headteacher) Baldwins Hill Primary School

*The Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment and DBS checks. Everychild Partnership Trust welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.*

## *Why work for our Trust?*

### **Development Opportunities**

We provide structured opportunities for staff to support each other across the Trust. We have more options for staff development as some of our leadership roles span multiple schools and further opportunities are made available to all staff by the ability to move to other schools in the Trust, should a vacancy arise.

### **A dynamic Appraisal System**

Everychild Partnership Trust has removed traditional 'appraisal' and replaced it with 'professional growth'; a different perspective and a new direction designed to challenge thinking, promote deep reflection, collaboration and change for the better. 'Growing Great Teachers' is a professional growth policy that puts improving and maintaining the highest quality of teaching and learning at the very heart of the process. It focuses on genuinely continuous professional development.

### **Teaching & Learning Support Package for Staff**

The Trust commissioned the Aspire Programme in 2014 for schools within our Trust at this time and this has been extended to include all schools from 2019. The Aspire Programme provides an exceptionally strong and structured school improvement model to ensure our standards continue to improve, enhancing the children's learning. It is a practical, challenging and wide-ranging programme that provides:

- Leadership Development Training at all levels
- Achievement Teams (whereby staff on the ground work collectively to solve problems and support individuals and groups who may be off track with their learning)
- A connected curriculum – including teaching guides on each topic
- Assessment tools
- Teaching strategies and tools e.g. a quality framework for teaching & learning that provides a self-assessment system and ideas for next steps
- Coaching opportunities.

### **Health and Wellbeing Support**

The Trust has a Wellbeing Team who are committed to ensuring wellbeing is a high priority within our schools. We offer a support package to all our staff which includes access to a staff wellbeing clinic, physiotherapy, weight management support, counselling and mindfulness, GP phone and video consultations, cancer and chronic illness support and private medical operations.

### **Class teacher**

Part-time post based at Baldwins Hill Primary School, Lowdells Lane, East Grinstead RH19 2AP  
Teachers' Main Pay Range  
Start date: 1<sup>st</sup> September 2025

An exciting opportunity for Class Teacher to join Everychild Partnership Trust based in East Grinstead in September 2025. We are looking to appoint excellent, committed and enthusiastic teachers to join our schools.

#### **We can offer you:-**

- A friendly and supportive staff that will welcome you to the team
- Motivated and enthusiastic pupils
- Supportive parents and governors
- Access to the NAHT Aspire School Improvement Programme strategies and tools
- A structured support package and leadership support
- Close collaboration with the Headteacher and senior leaders at our other schools
- A dynamic appraisal programme, focused on genuinely continuous professional development
- Access to a comprehensive wellbeing support package with a Trust wellbeing team

This post is subject to the current conditions of employment for Teachers contained in the School Teachers' Pay and Conditions Document

#### **The successful candidate will have:-**

- A strong commitment to our core values: respect, compassion, courage and responsibility
- A passion for teaching and learning and ensuring that every child succeeds
- Excellent learning and teaching strategies
- A commitment to high standards and supporting school improvement
- The vision and drive to motivate and inspire others
- The ability to build excellent relationships with pupils, parents and colleagues
- High levels of motivation, flexibility and the ability to work as an effective member of a team
- The ability to think creatively, make learning exciting and have a growth mind-set
- A positive and professional approach

We would welcome prospective candidates to tour our school with the Headteacher. To make an appointment and to request a candidate pack and an application form, please email Louise Keen/Jane Jones at [admin@everychildpartnership.org.uk](mailto:admin@everychildpartnership.org.uk) or telephone 01737 926582. Please send completed application form to the email above.

Closing date: 9am, Thursday 19<sup>th</sup> June 2025  
Interview date: Week commencing 23<sup>rd</sup> June 2025

Everychild Partnership Trust is committed to safeguarding and promoting the welfare of children. Appointment to this post is subject to an enhanced DBS check.

## **Job Description**

<b>Job Title:</b>	Part-time Class Teacher
<b>Pay Range:</b>	Teachers Main Pay Range
<b>Post Accountable To:</b>	Headteacher

### **SUMMARY OF MAIN DUTIES / RESPONSIBILITIES**

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with the paper 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers'.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

### **Main Purpose of the Job**

To teach pupils within the school and to carry out such other associated duties as are reasonably assigned by the Headteacher.

### **Areas of Responsibility and Key Tasks**

#### **a) Planning, Teaching and Class Management**

Teach allocated pupils to achieve good/outstanding progression of learning through:

- Identifying clear learning objectives and specifying how they will be taught and assessed
- Setting tasks which challenge all pupils and ensure high levels of engagement
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Personalised learning to meet individual needs
- Effective use of Assessment for Learning strategies
- Providing clear structures for lessons maintaining pace, motivation and challenge
- Making effective use of assessment and ensure coverage of programmes of study
- Ensuring effective teaching and best use of available time
- Maintaining positive class behaviour in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- Ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subjects taught
- Continually evaluating own teaching to improve effectiveness

- To liaise, as necessary, with support teachers and other staff, both internal and external to the school, to achieve the best educational provision for the pupils within the class.
  - Ensuring the effective and efficient deployment of classroom support
  - Encouraging pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and actively learn
- b) Monitoring, Assessment, Recording, Reporting**
- Utilise a “notice and adjust” approach to teaching, by using assessments to make modifications within the lesson and in future lessons
  - Assess how well learning objectives have been achieved and use them to inform future planning
  - Mark and monitor pupils’ work and set targets for progress following the schools’ policies
  - Involve pupils in self and peer assessment
  - Undertake summative assessment of pupils
  - Prepare and present informative reports to parents
- c) Curriculum Development**
- Willingness to co-ordinate a subject or aspect of the school’s work (not applicable in NQT year)
  - Contribute to the whole school’s planning activities
- d) Other Professional Requirements**
- To share responsibility for promoting a high quality learning environment
  - Have a working knowledge of teachers’ professional duties and legal liabilities
  - Operate at all times within the stated policies and practices of the school
  - Good subject knowledge to enable highly effective teaching and learning
  - Establish effective working relationships and set a good example through their presentation and personal and professional conduct
  - Endeavour to give every child the opportunity to reach their potential and meet high expectations
  - Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school
  - Take part in liaison activities such as Parents’ Evenings and events with partner schools
  - Contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school
  - Take responsibility for own professional development and duties in relation to school policies and practices
  - Liaise very effectively with parents and governors
  - To promote equal opportunities within the school and to seek to ensure the implementation of the schools equal opportunities policy.
  - To carry out the above duties in accordance with the Academy’s equal opportunities policy.
  - To undertake such other duties as reasonably required by the Headteacher.

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed.



Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

West Sussex County Council meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974. Please note, because of the nature of this job, if you are successful in your application you will be subject to an Enhanced Disclosure and Barring Service check. This will be done by means of applying for an "Enhanced Disclosure". Disclosures include details of cautions, reprimands or final warnings as well as convictions, spent or unspent.

Relevant criminal convictions and other associated information will be discussed at the interview in order to assess job-related risks. This information would only be used to assess suitability for employment in so far as it is relevant to the job to which they have applied. Having a criminal conviction will not necessarily bar someone from employment, this will depend on the circumstances and background to the offence. Candidates selected for interview will be expected to bring the completed Shortlisted Candidate Information Form. Candidates will also be expected to bring Proof of Right to Work in the UK and their certificates for any qualifications listed as essential or desirable.

### Everychild Partnership Trust - Class Teacher Person Specification

**Evidence Key:**

A – Application Form

C – Certificates

I – Interview

R – Reference

	Essential	Desirable	Evidence
<b>Qualifications</b>			
Education to degree level Qualified Teacher Status/Early Career Programme	X		A/C
A commitment to continuing professional development	X		A/I
Further professional qualifications linked to teaching and learning		X	A/C

	Essential	Desirable	Evidence
<b>Experience &amp; Knowledge</b>			
Evidence of consistently good or better teaching and learning	X		A/R/I
Evidence of at least good pupil progress and an understanding of assessment for learning	X		A/R/I
A thorough understanding of teaching in the primary phase and of how to support and extend pupils	X		A/R/I
Knowledge and understanding of what constitutes a broad, balanced and relevant curriculum	X		A/R/I
Ability to create a classroom environment that is organised and accessible to all children	X		A/R/I
Ability to lead an area of responsibility across the school (NOT APPLICABLE FOR NQT)	X		A/R/I
A willingness to provide extra-curricular activities	X		A/I

	Essential	Desirable	Evidence
<b>Professional skills</b>			
Be extremely well organised and able to complete all school planning, preparation and assessment to a high standard	X		A/R/I
Have high expectations of what all pupils can achieve	X		A/R/I
Work with others, to plan and deliver positive outcomes for pupils	X		A/R/I
Present and communicate effectively to parents, both orally and in writing	X		A/I
Have good IT skills and understand how IT can be used to support learning	X		A
A willingness to teach across the primary age range	X		I
Evidence of involvement in the wider school community	X		A/R/I

Personal Attributes			
Adaptability to embrace change	X		A/R/I
Ability to motivate and inspire confidence in pupils, colleagues and parents	X		A/R/I
Enthusiasm	X		I
Reliability and integrity	X		R
Self-motivation, initiative and the ability to set personal goals	X		A/R/I
Able to build positive relationships	X		A/R/I
Resilience	X		A/R/I