



Waulud Primary School  
Applicant Pack

Early Years/KS1 Class Teacher  
September 2024





**WAULUD**  
PRIMARY SCHOOL

Waulud Primary School  
Waulud's Bank Drive  
Marsh Farm, Luton  
Bedfordshire LU3 3LZ

Tel: 01582 593469  
Fax: 01582 565151  
Email: [admin@wauludprimary.co.uk](mailto:admin@wauludprimary.co.uk)  
Website: [www.wauludprimary.co.uk](http://www.wauludprimary.co.uk)  
Headteacher: Mrs A Devereux

## Letter from the Headteacher

### Letter from the Headteacher

Thank you for your interest in the role of Early Years/KS1 Class Teacher at Waulud Primary School.

Waulud Primary School is a very friendly, welcoming and hardworking school, where the enthusiastic and positive attitude of all staff make it a great place to work.

It is a two-form entry school with a culture of High Aspirations for all pupils and staff. Our Ofsted inspection in March 2023 graded the school as "good".

### The Inspectors noted that

*'The school's strong values provide children with a very nurturing, caring environment.'*

*'Teachers help pupils see the relevance of their learning by adopting a themed or topic approach to pull subjects together. Lessons are brought to life by visits and visitors to the school'*

*'You and your staff have ensured that the school is inclusive.'*

*'All current leaders and governors undertake their duties with care. Staff are suitably trained, referring to the latest government guidance.'*

### Following a recent visit, the IQM (Inclusion Quality Mark) assessor noted:

*'You should feel proud of the safe haven you have created at your school and the wonderful dedication and commitment from all staff towards the common goals you are working towards.'*

*'The obvious desire of the whole team to offer the children and families a welcoming, supportive, inclusive environment and aspirational opportunities is impressive.'*

The successful candidate will join our staff team at an exciting time in the school's development, as we continue with our ambition and determination to improve outcomes for our pupils.

The school has over 400 pupils and a good reputation for supporting them to develop positive learning behaviours. With strong ties to the local community our dedicated staff team make a difference to every child and have high aspirations for all. Challenging them to aim high and take a real pride in who they are and what they desire to achieve.



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### To apply for the post

When completing your application, please complete the form providing full details of your education and employment history, including any unpaid or voluntary work.

**Please note:** You must provide 2 referees one of which must be current/most recent employer and preferably from where you were engaged in a role that involved working with children. If you have not been in paid employment, please give details of two heads of any education or training establishments or managers of any voluntary group that you have worked for. References from a friend or relative will not be accepted.

As part of the school's due diligence and in line with the guidance set out in the policy 'Keeping Children Safe in Education – September 2023', an online search will be completed for all shortlisted candidates. This will be in addition to all of the other statutory recruitment and safeguarding checks.

The closing date for applications is Midday Tuesday 21<sup>st</sup> May 2024 applications received after this date will not be considered.

You will be notified as soon as possible if you have been shortlisted for the post.

Please note that you will be required to produce original documents proving your eligibility to work in the UK and identity (document containing a photograph e.g. driving licence or passport) Issues relating to Safeguarding and promoting welfare of children will be explored at interview.

At the point of shortlisting, we reserve the right to contact current or previous employers as part of the verification process and pre-employment checks, unless you have indicated otherwise. As part of this process you may also be asked to explain any gaps in your work history as is declared on your application form and/or from any references received.

Visits to the school are strongly encouraged and a mutually beneficial time can be arranged by contacting the school office. Please contact us at [HR@wauludprimary.co.uk](mailto:HR@wauludprimary.co.uk) or on 01582 593469 and ask for Soraya Blackman.

Once again, thank you for your interest and we wish you every success in your application

**Yours Sincerely**  
**Anne Devereux**



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## About Waulud Primary School

### History of Waulud Primary School

Waulud Primary School has been providing Education to children for over 25 years. We are in the heart of the community, a welcoming oasis where our pupils are at the heart of everything

### Annual intake

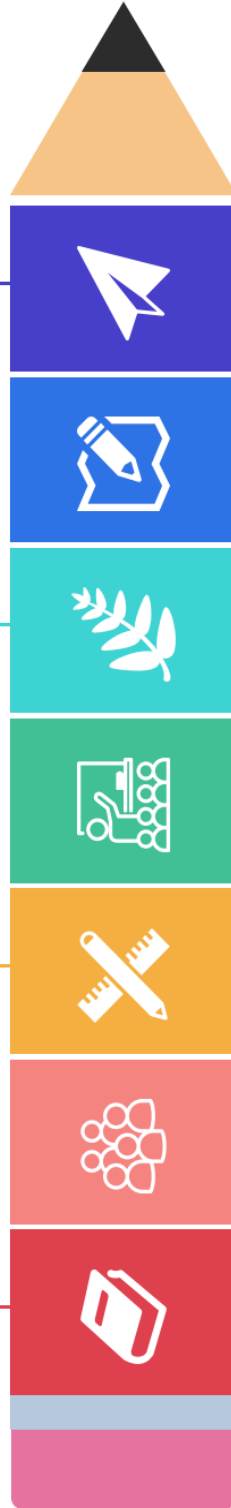
We can cater for an annual intake of up to 60 children

### Outside Space

We are very fortunate to have pleasant grounds with large versatile and open spaces

### School Vision

We all work together to provide safe, inclusive learning environment where all are valued, respected and achieve their very best. Any challenges are met with determination and welcomed as opportunities to flourish and grow



### Capacity

We have a capacity to provide education for up to 420 plus children in our Nursery

### Classrooms

The school has 14 classrooms, a nursery class, 2 halls, an immersive room and a number of group rooms and resource areas

### School Values

The schools strong values of 'Pride, Respect, Inclusion, Determination and Encouragement' have the support of all our staff and provide the children with a very nurturing and caring environment



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### **Job Advert: Early Years Class Teacher**

An exciting opportunity has arisen for an enthusiastic, committed and inspirational Early Years Class Teacher to join our team and make a difference to every child at Waulud Primary School. This role will provide an opportunity to gain more experience or for ECT at the beginning of their career in teaching.

#### **About the job**

Permanent

Full time/Part time

Salary – MPR/UPR

#### **About Us**

Waulud Primary School is a successful, welcoming and thriving two form entry school with a culture of high aspirations for all pupils and staff.

Everything we chose to do must have a positive impact on our children and help our school achieve its vision of "working together to provide a safe, inclusive learning environment where all our valued, respected and achieve their best"

Ofsted recognised that "the schools strong values provide children with a very nurturing, caring environment."

Our children are given limitless opportunity to 'Believe, Achieve and Grow'

#### **About You**

We wish to appoint someone who:

- Sets high expectations for all, challenges, motivates, inspires and supports children to achieve their best
- Demonstrates consistently our shared vision, attitudes and values
- Have an approachable positive mind-set and be able to build strong relationships with pupils, staff, parents and the wider community
- Has a willingness to teach and offer rich learning experiences across the school and value building self-confidence, resilience and a sense of well being

**The post would suit either a newly qualified teacher or an experienced teacher looking for a new challenge.**



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### We Will Offer You

- A vibrant, happy school environment to work in, where everyone is nurtured, encouraged and challenged to aim high
- A strong and supportive team who are enthusiastic, knowledgeable, dedicated and committed to our school vision
- Excellent career/professional development
- Well behaved pupils with a growth mind set and desire to learn
- An environment where you can make a real difference
- Extensive Staff Wellbeing Package – this is prioritised for all members of our staff community

Visits to the school are strongly encouraged and a mutually beneficial time can be arranged by contacting the school office. Please contact us on [HR@wauludprimary.co.uk](mailto:HR@wauludprimary.co.uk) or 01582 593469

Thank you for your interest in our school, and we look forward to meeting you soon.

If you are interested, please apply at [www.mynewterm.com](http://www.mynewterm.com) or you can collect an application form, job description and person specification from the school office. Applicants for this public facing role will need to demonstrate the ability to converse, and provide effective help or advice, fluently spoken in English.

CV's will not be accepted for any posts based in school. The school is committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employment and the Disclosure and Barring Service (DBS).

**We reserve the right to close this vacancy early if a suitable candidate is found.**

**Closing Date: Midday Tuesday 21<sup>st</sup> May 2024**  
**Interview Date: Week beginning 20<sup>th</sup> May 2024**



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## Job Description

### EARLY YEARS CLASS TEACHER

**TITLE:** EARLY YEARS/KS1 CLASS TEACHER  
**SCHOOL:** WAULUD PRIMARY SCHOOL  
**RESPONSIBLE TO:** PHASE LEADER/MEMBER OF THE SENIOR LEADERSHIP TEAM  
**GRADE:** MAINSCALE/UPPER PAYSACLE

### PURPOSE OF POST:

The teacher will contribute to the School Improvement Plan, supporting the ethos, aims and vision of the school.

### PRINCIPAL RESPONSIBILITIES:

To undertake all duties required of a qualified teacher identified in the School Teachers' Pay and Conditions Documents and will undertake class teaching in a designated year group.

1. Assist in whole school, year group and lesson planning which meets the needs of all pupils.
2. Co-ordinate/act as a subject(s) specialist in a curriculum area including monitoring and assessment, policy assessment and teaching strategies, consulting with colleagues and feeding back to the Leadership Team.
3. Monitor and assess pupil results and progress, ensuring appropriate records have been kept, and use performance data to inform individual pupil, class and year group targets, lesson planning and the preparation of differentiated work, which meets the needs and potential of all pupils.
4. Support the school's pastoral system, within the year group, class and with individual pupils.



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5. Contribute to the school's performance management process, as required, monitoring some teaching in the curriculum area and the input of class support staff.
6. Contribute to the effective deployment of support staff and resources (ICT and consumables) within the class.
7. Play a full part in the life of the school community, supporting the ethos of the school, and encouraging staff, parents and pupils to do likewise. Comply with school policies and procedures in areas such as assessment, marking, behaviour management, communication with parents, teaching English as an additional language, cover, induction, planning, staff meetings, and parental events.
8. Ensure personal professional development, being up-to-date in national and local developments, participating in whole school and individualised INSET and sharing with others.

#### **DIMENSIONS:**

**Supervisory Management:**

**Financial Resources:**

**Physical Resources:**

**Other:**

**"Applicants for this public-facing post will need to demonstrate the ability to converse, and provide effective help or advice, fluently in spoken English".**

**DBS:** - Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences.

This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not





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entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Authority. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

**Disclosures are handled in accordance with the DBS Code of Practice which can be accessed via [www.disclosure.gov.uk](http://www.disclosure.gov.uk)**

*'The School is committed to safeguarding and promoting the welfare of children and expects all staff 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.'*

*'CVs will not be accepted for any posts based in schools'*



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## Person Specification

### EARLY YEARS/KS1 CLASS TEACHER

This acts as selection criteria and gives an outline of the types of person and the characteristics required to do the job.

**Essential (E):** - without which candidate would be rejected

**Desirable (D):** - useful for choosing between two good candidates.

Please make sure, when completing your application form, you give clear examples of how you meet the essential and desirable criteria.

Attributes	Essential	How Measured	Desirable	How Measured
<b>Experience</b>	<p>Good teaching practices or experience in Early Years/KS1</p> <p>To have had experience of planning and how to plan progression.</p> <p>Evidence of implementation and knowledge of effective behaviour management strategies.</p>	<p>1,2</p> <p>1,2</p> <p>1,2</p>	<p>Working with children with English as an Additional Language.</p>	
<b>Skills/Abilities</b>	<p>Able to communicate with a variety of stakeholders (e.g. colleagues, parents, external agencies)</p> <p>Able to use IT to support both the curriculum and work organisation.</p> <p>Able to work as part of, and contribute to, a whole-school, multi-disciplinary team.</p> <p>Able to monitor and evaluate teaching and learning.</p>	<p>1,2</p> <p>1,2</p> <p>1,2</p> <p>1,2</p>	<p>Able to coach and mentor others.</p>	



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	<p>Able to identify the necessary resources which ensure high quality teaching and learning.</p> <p>Able to identify the needs of individuals to inform lesson planning.</p> <p>Able to deliver high quality lessons, evaluate the impact of these and develop future planning accordingly</p>	<p>1,2,5</p> <p>5</p>		
<b>Equality Issues</b>	<p>Ability to demonstrate a working commitment to equality of opportunity and safeguarding for all pupils</p> <p>Awareness of the effects of discrimination on pupils, parents, colleagues and policy.</p>	<p>1,2</p> <p>1,2</p>		
<b>Specialist Knowledge</b>	<p>Early Years Framework – Development Matters</p>	<p>1,2,5</p>		
<b>Education and Training</b>	<p>Qualified Teacher Status</p> <p>Evidence of on-going CPD</p>	<p>4</p> <p>1,2</p>	<p>Evidence of meeting the threshold standards</p> <p>Sustained and substantial performance in the threshold standards.</p>	<p>1,2</p> <p>1,2</p>
<b>Other Requirements</b>	<p><b>Fluency of English</b></p> <p>Able to converse with ease with members of the public and provide effective help or advice in accurate and fluent spoken English</p>	<p>1,3,5</p>		

(1 = Application Form    2 = Interview    3 = Test    4 = Proof of Qualification    5 = Practical Exercise)



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We will consider any reasonable adjustments under the terms of the Equality Act (2010) to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The Job-holder will ensure that Luton Borough Council's policies are reflected in all aspects of his/her work, in particular those relating to;

- (i) Equal Opportunities
- (ii) Health and Safety
- (iii) Data Protection Act (1984 & 1998)

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people;
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- Emotional resilience in working with challenging behaviours; and, attitudes to use of authority and maintaining discipline.

*The School is committed to safeguarding and promoting the welfare of children and expects all staff 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.*