



THE GROVE ACADEMY

Candidate Information Pack

Role:KS1 Class Teacher

Required for: September 2024



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Chief Executive Officer's Welcome

A very warm welcome to Aspire Academies Trust. I am delighted that you are interested in joining one of our family of schools.

Our Multi Academy Trust (MAT) comprises of six primary schools, and a Training Centre, currently supporting approximately 2500 students and 350 staff. In the next three years, we intend to extend the current numbers further and welcome more schools into the Trust.

The advantage of working within a MAT is that there are many natural opportunities for collaboration on every level. It is easy to become insular in a stand-alone own school or to only see things from one school's perspective. Being part of a MAT enables deeper, more meaningful links to be established, leading to more efficient ways of working and sharing of resources, ideas and best practice. It is our experience that this helps the whole school community to benefit.

I wish you the very best of luck in your application. You won't find me, or the Aspire Central Team, hiding behind closed doors. We welcome a chat and take a proactive role with our Academies and their Local Advisory Bodies. We like to get to know people personally and thrive on working as part of a team so I look forward to meeting you soon.

Kind regards,

Vicky Parsey
CEO

Principal's Welcome

On behalf of the children, staff and governors of The Grove Academy, I would like to extend a warm welcome you and thank you for your interest in working at our School.

The Grove Academy is a three-form entry Primary school, with a Nursery. As part of Aspire Academies Trust, we aim to provide an exciting, broad and engaging curriculum, encouraging our children to become confident and resilient life-long learners. We offer a safe, nurturing and creative environment that supports, inspires and motivates our children through a breadth of learning opportunities

We are committed to providing high quality education and experiences for each and every one of our pupils. As we move forward into the next academic year, we aim to empower and excite our pupils as we all navigate a post-pandemic curriculum and life in school together.

If you are still keen to apply, please read on and I look forward to receiving your application. This pack should provide you with all the information you need as you start your career with us, but if there is anything else you would like to know about The Grove Academy, please do get in touch.

Best Wishes

Sarah Hennigan
Principal

Role Overview and the Trust Schools

The Grove is a vibrant school with a strong ethos and a highly committed staff team. We have high aspirations for our pupils and enjoy providing exciting and stimulating learning opportunities for them. We are developing our plans and provision for the future with even greater ambition.

We are seeking to appoint an enthusiastic and motivated class teacher to join our KS1 team from September 2024. This post is being advertised as either full time or three days per week.

Our Schools

Name	Location	Brief outline of the school	Facilities
Bedmond Academy	Abbotts Langley	A small one form entry primary school, based in the warm, vibrant village of Bedmond which sits on the edge of Hemel Hempstead and Watford. Joined the Trust in 2017.	A purpose built school situated in large grounds consisting of fields and woods. A recently built hub which is used for meetings and breakfast and after school club. There is an ongoing improvement plan for the site.
Bovingdon Primary Academy	Bovingdon village	A two form entry school set in the heart of the village. This is a popular, oversubscribed village school with an outstanding Ofsted grading. One of the first 3 schools to form the Trust.	Consists of the original school building and later purpose built additional buildings.
Broadfield Academy	Hemel Hempstead	A two form entry school which was originally an infant and junior school and later converted to a Primary. Joined the Trust in 2018.	Purpose built school with extensive playing fields. The buildings have been well maintained. There is a family centre on the site.
The Grove Academy	Watford	A large three form entry school in Garston with an 80 place nursery. One of 3 schools to form the Trust in 2014.	This is a large site with extensive outdoor space. The buildings are over 2 floors.
Hammond Academy	Hemel Hempstead	A two form entry school which currently has 1 bulge year. One of the original 3 schools which formed the Trust.	A large site with spacious learning environments. There are 3 separate outside areas and playgrounds for different year groups and an outside canopy.
Knutsford Primary Academy	Watford	A friendly, oversubscribed two form entry primary school. Joined the Trust in 2018.	The original school was built in 1939 and destroyed by fire in 1999. It took 3 years to re-build and now boasts a lovely purpose built building with a recently installed all-weather pitch.

Application Procedure

For a confidential discussion regarding this vacancy, please contact:
Chris Kelly – chris.kelly@thegroveacademy.org.uk

For visits to the school, please contact:
Chris Kelly

Please complete your application on My New Term using the link below:
<https://mynewterm.com/jobs/138507/EDV-2024-GA-85321>

We are only accepting applications through My New Term. In compliance with Safer Recruitment Guidelines CV's will not be accepted.

Closing date: 10th May 2024

Interview date: To be confirmed

Shortlisted candidates will be contacted with details of the interview process.

Safer Recruitment

Aspire Academies Trust is committed to safeguarding and promoting the welfare of children and expects all staff and visitors to share this commitment. Appointment to this post is subject to an enhanced Disclosure and Barring Service check (DBS) as well as other pre-appointment checks outlined in Keeping Children Safe in Education (September 2021).

Equal Opportunities

At Aspire Academies Trust we believe that all individuals are of equal value and we are committed to equal opportunities for all. All people who work and study in the school have the right to be respected and valued within a safe and secure environment and not to be discriminated against on the grounds of age, class, sex, race, disability, sexual orientation and religion or belief. To help us meet our high standards and aspirations of a fully diverse and inclusive workplace, we strongly encourage suitably qualified applicants from all backgrounds to apply for this vacancy.

Privacy Notice

Please click here to access Aspire Academies Trust Privacy Notice for staff: [GDPR Policies - Aspire Academies Trust](#)

Role Description

Class Teacher

Salary scale: £31,350 - £42,689 (per annum)

In addition to the General Professional duties set out in the School Teachers' Pay and Conditions Document the following duties are attached to the post of Class Teacher

Purpose of the role

- Class Teacher

Accountability

- The post holder reports directly to the Principal/Assistant Principals

Key responsibilities

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the postholder including;
 - i. Planning, Teaching and Class Management
 - ii. Monitoring, Assessment, Recording, Reporting
 - iii. Curriculum Development
- Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the postholder's pupils
- Provide leadership across the school in a designated subject or curriculum area, this to include:
 - i. monitoring quality and standards
 - ii. contributing to school planning and self-evaluation
 - iii. providing professional support to other teachers and support staff
 - iv. advising the staff on appropriate resources and materials
 - v. leading appropriate professional development
- Meet the Teachers Standards.
- To be responsible for promoting and safeguarding the welfare of children.
- To comply with responsibilities under the Data Protection Act (1998) for the security, accuracy and significance of personal data held on paper or electronic systems
- To comply with the Trust's policies.

Context

We welcome teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the academy's development and therefore, to the progress of all pupils. Subject leadership may be required and will be assigned dependent based on the needs of the academy, through discussion with the teacher.

Teachers in the upper pay range can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards. In particular, teachers at Upper Pay Range will:

- provide a role model for professional practice
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team

Key contacts

- Head of School
- Governors
- Trustees
- All staff within the Academy
- Parents, children and families
- Visiting professional



This job description is not exhaustive; the post holder may be required to undertake such other duties, commensurate with the post, as may from time to time be assigned by the Executive Principal, Head of School or the Local Governing Body.



Person Specification

Essential Criteria

- QTS
- A commitment to further professional development
- Evidence of effective teaching and learning strategies
- Experience of teaching at EYFS/KS1 / KS2
- An understanding of national curriculum requirements at the appropriate key stage
- An understanding of monitoring, assessment, recording and reporting on pupil progress
- Knowledge of statutory requirements concerning Equal Opportunities, Health and Safety, SEND and Safeguarding
- Effective communication skills, engaging a range of stakeholders
- A commitment to the Academy's values and to taking an active role in the context of the MAT
- Enthusiastic
- Able to motivate self and others
- Calm under pressure and well-organised

Desirable Criteria

- Experience across the whole primary age range
- Experience in the preparation and administration of statutory national curriculum tests
- Experience of planning and managing the work of teaching assistants.
- The ability to contribute to a specific curriculum area or areas.



Benefits of Working for Aspire Academies Trust

There are many benefits to working for the Trust.

Cross Trust Working

- The advantage of working within a multi-academy trust (MAT) is that there are many natural opportunities for collaboration on every level. Being part of a MAT means we can forge deeper links, sharing of resources, ideas and best practice. It is our belief that when schools work together, share their ideas and draw on each other's strengths, they can achieve so much more.
- We regularly create ways of working in partnership across the Trust, for example shared INSET, working parties, forums for business, education, governance and more. We urge you to seek these opportunities out, take advantage of them as learning opportunities and use them as a stepping stone to further your development and career progression.

Development and Career Progression Opportunities

- As we grow and incorporate more academies, greater opportunities not just for collaboration, but for progression will open up. Our aim will always be to fill leadership vacancies from within the Trust wherever possible, to support our employees in their career progression. To support this aim, we have worked with West Hertfordshire Teaching Schools Partnership to create our 'career ladders'. These ladders show the routes available to employees who wish to progress, and the development opportunities available to support them in those goals. There are also opportunities to move within our Academies to grow and develop within the Trust or apply for secondments to gain valuable experience in a different setting.

Leave

- There are many types of leave available to employees, from career breaks to study leave.

Pension Schemes

- You will be auto-enrolled into the relevant pension scheme although you have the option to opt out if you wish. For more information, visit: www.lgpsmember.org (support staff), [Teachers' Pensions \(teacherspensions.co.uk\)](http://Teachers'Pensions(teacherspensions.co.uk)) (teachers)

Childcare Vouchers

- Childcare Vouchers closed for new applicants on the 4th October 2018 and will be replaced with a new government scheme called Tax-Free Childcare which is not administered by your employer. For more information, visit <https://www.gov.uk/tax-free-childcare>

School Lunch

- We appreciate that schools are busy places therefore a free school meal, from our kitchen, is available for every member of staff. Our catering teams pride themselves on the quality and variety of food on offer to our pupils and staff.

Performance Management

- We want you to feel valued as an employee, to grow with us as a Trust and to achieve your potential, whatever your role or aspiration. As such, performance development is incredibly important to us as a Trust. We work hard to ensure effective performance development by using both formal and informal processes to support individuals and teams to achieve high levels of performance at the current time and to be able to do the same in the future.
- The key to great performance and continuing development, we find, is establishing a shared understanding about what skills, behaviours, standards or changes need to be made or gained in order to achieve the Trust and Academy goals.

Aspire Academies Trust Values

At Aspire we have strong values and expect our staff to work to these values and behaviours. We would expect future employees to share in our values and be committed to upholding them and holding others to account on working to our high expectations.

Values	Behaviours and characteristics
Integrity	Honesty, trust, respect, fairness, equity, openness, autonomy
Aspirational	High expectations, positivity, passion, motivated, challenging, energy, craftsmanship
Collaboration	Stakeholder focus, sharing, communicating, partnerships, community, Trust-wide and beyond
Creativity	Research-rich, innovative, enterprising, horizon-gazing, curious
Relationships	Humility, respect, caring, empathy, professional behaviours, approachable, safety
Accountability	Responsibility, commitment, focus, standards, individual and shared, co-agency



We look forward to receiving your application, good luck!