



The Collegiate Trust  
Exceptional Education for All

## Class Teacher MATERNITY COVER

# Information for Applicants

<b>Academy</b>	<b>Courtwood Primary School, Croydon</b>
<b>Required</b>	<b>September 2022</b>
<b>Salary</b>	<b>TCT1 £29,915 to TCT11 £41,136</b> <i>(depending on experience – ECT's are welcome to apply)</i>
<b>Closing Date</b>	<b>9am, Thursday 30<sup>th</sup> June 2022</b>
<b>Interviews</b>	<b>Week commencing Monday 4<sup>th</sup> July 2022</b>

**This post is for a full-time position in either a Year 3 or Year 4 mainstream class.**

**The post is a fixed term maternity cover.**

**The post would suit either an ECT or an experienced class teacher.**

**Applicants would have the opportunity to lead a subject across the school for the duration of the post.**





# Welcome

Dear Applicant

Thank you for your interest in the post of Maternity Cover Class Teacher. I hope that this information pack will help you to learn more about our fantastic school and that you will be excited about the prospect of joining our excellent team. High quality and well-supported staff are crucial for the success of our children and 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 50 years ago, *Courtwood Primary School* is an established and important part of our local community and is at an exciting time in its development. The school has an excellent reputation in the borough for inclusion and provides specialist teaching for children with Autistic Spectrum Disorder in our Enhanced Learning Provision (The Treehouse). We also have an amazing woodland that enables us to deliver Forest School learning to our pupils.

*The Collegiate Trust* has a clear vision to deliver *exceptional education for all*. Courtwood pupils are well motivated and a pleasure to work with, whilst our staff are talented, hard-working and ambitious for themselves and others. Our facilities enable us to provide the very best learning environment and learning experiences for our pupils and it is the combination of these factors that leads to the improving standards at our school and the enviable reputation that *The Collegiate Trust* has built. I am very proud of what we do and what we have achieved at *Courtwood* and I hold the highest aspirations for what we will do and achieve in the future.

Whether you are at the very beginning of your career or are looking to develop your experience, a school within *The Collegiate Trust* is a great place for professional growth. NQTs benefit from a focused induction period, prior to appointment, and a well-established programme of support throughout the year, whilst more experienced colleagues have many opportunities to develop skills and extend their professional learning through an extensive and varied programme of professional development. Our aim in all appointments is to appoint colleagues who will share our aspirations and make a major contribution to building the best life chances for our pupils.

I would be delighted to receive an application from you if, upon consideration, you feel that this role and the Collegiate may be right for you. To submit an application, please complete the form on the Trust website, attaching where requested a statement of no more than two sides of A4, identifying clearly how you meet the person specification. If you have any further questions about this post or would like to arrange a visit prior to the interview day, I would be pleased to speak with you; please feel free to telephone me at *Courtwood* on 0208 657 8454 or email us via [admin@courtwood.org.uk](mailto:admin@courtwood.org.uk). Visits will take place during the week beginning Monday 20<sup>th</sup> June 2022.

Yours sincerely,

**Mrs N Grant**  
**Headteacher**

## Key Information

Our school is located in Forestdale, South Croydon, within close proximity to Central Croydon and good transport links. We are a one-form entry school, with an ASD ELP for 14 children. We also have a woodland on site, for dedicated Forest School sessions.

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 many fantastic facilities for our children, including a purpose-built Nurture room; Enhanced Learning Provision including a sensory room; a large field; Forest School Woodland, an Outdoor Classroom; pond and a specialist PE coach to deliver one PE lesson per class, per week.



*You can find out more information about our school, and our Trust at the following websites:*

[www.courtwood.org.uk](http://www.courtwood.org.uk)

[www.tct-academies.org](http://www.tct-academies.org)



## Information about *The Collegiate Trust*

TCT works in the Crawley and Croydon areas with a clear vision to deliver *exceptional education for all*. Such an education achieves excellent outcomes in pupil progress and attainment, a rich creative, cultural and physical learning experience, and great personal and social development for all pupils. We achieve this by working with and developing strong teams of staff in each school, under the direction of the Principal of the school and the *Local Governing Body* (LGB)

The Trust has grown out of *Riddlesdown Collegiate*, an **outstanding** (OFSTED, May 2016) secondary school in Croydon with almost 2000 students and over 200 staff. *Gossops Green*, in Crawley, was the next school – and the first primary – to join the Trust, followed by *Waterfield Primary* (also in Crawley) on 1<sup>st</sup> March 2018. *The Quest Academy* joined the Trust on 1<sup>st</sup> June 2018 and *Courtwood Primary* and *Gilbert Scott Primary* joined the Trust on 1<sup>st</sup> September 2018. *Kenley Primary School* joined most recently in September 2021.

TCT educates over 4,400 children and young people from nursery up to 18 years of age. The responsibility that places on us is huge, but we are excited by the positive impact we already have on the lives of so many. We also employ almost 700 staff and recognise our responsibilities as an employer in looking after the great people who work with us. Our work in developing pedagogy is built on the very best classroom practice and we are driven by our determination to make a difference to our pupils and students; we want each of them to get a great education as a result of attending one of our academies. Six out of seven of our schools are judged good or better with OFSTED: *Riddlesdown* improved to *outstanding* in 2016 and *Gossops Green* improved to *good* in September 2019 at its first inspection since joining the Trust; we are looking forward to the first inspection of *Gilbert Scott* as a part of our family, which has been delayed due to the pandemic.

Each school within the Trust is supported centrally by the Director of Education and school improvement team on teaching and learning issues, the *Chief Operating Officer*, *Finance Manager* & *HR Manager* on business management and HR issues, and the *CEO* on wider leadership issues. This complements rather than replaces in-school functions and allows the Principal and LGB to operate with a high level of autonomy in delivering the highest standards in their school. The LGB works to a *Scheme of Delegation* approved by the Trust's Board of Directors.



# Our Values

## Learning Behaviours

We encourage our children to be active members of the school community and always give 100% to what they do. Our learning behaviours to be successful are:

Resilience  
Independence  
Perseverance  
Practise  
Listening  
Effort

At Courtwood each pupil has a right to the following:

- A right to learn
- A right to be safe
- A right to be treated fairly
- A right to be happy
- A right to be listened to



Each class will spend time discussing with their class teacher, the responsibilities that they have alongside these rights.

## Teaching at Courtwood Primary School

At *Courtwood Primary*, we believe that intelligence is not fixed and work as a *growth mindset* school.

We use a variety of teaching methods including both mixed and matched ability groups. Assessment for learning is essential to our approach to understanding our pupils' needs and have the best impact on their learning.

We remove barriers to *growth mindset* so that children:

- recognise that intelligence can continually be improved through effort
- thrive on challenge
- throw themselves into difficult tasks
- are self-confident
- ignore the sometimes lower aspirations of those in the world around them
- react to failure by trying harder
- engage in self-monitoring
- have learning goals



- like feedback on their performance so they can improve
- are not driven by rewards but by the intrinsic worth of the learning task
- value process over product (it is the learning that matters)

## Schedule for Appointment

<b><i>Advert</i></b>	<b>Wednesday 15<sup>th</sup> June 2022</b>
<b><i>School Visit</i></b>	<b>Week beginning Monday 20<sup>th</sup> June 2022</b>
<b><i>Closing Date</i></b>	<b>9am, Thursday 30<sup>th</sup> June 2022</b>
<b><i>Invitation to Interview</i></b>	<b>Thursday 30<sup>th</sup> June 2022</b>
<b><i>Interview</i></b>	<b>Monday 4<sup>th</sup> July or Tuesday 5<sup>th</sup> July 2022</b>

## Job Description

<b>Purpose of Post</b>	To teach all areas of the primary curriculum, taking responsibility for the progress of the pupils and contributing fully to the life of the school.
<b>Reporting to:</b>	Senior Leadership Team

**This post is for a full-time position in either a Year 3 or Year 4 mainstream class.**

**The post is a fixed term maternity cover.**

**The post would suit either an ECT or an experienced class teacher.**

**Applicants would have the opportunity to lead a subject across the school for the duration of the post.**

### Curricular Leadership

- i. To prepare and teach effective lessons, ensuring regular assessment, including reporting to parents, informs all aspects of planning and supports improved standards.
- ii. To take full responsibility for pupil progress and achievement
- iii. To contribute fully to collaborative development and improvement within the year group, phase, school and Trust.

### Pastoral Leadership

- i. Promote the general progress and well-being of individual pupils and of the class as a whole, liaising with colleagues to ensure the implementation of the school's pastoral system
- ii. To undertake duties at the direction of the SLT.
- iii. To promote and safeguard the welfare of all children and for whom you are responsible or with whom you come into contact.

### Professional Leadership

- i. To participate in all performance management processes.
- ii. To maintain all professional standards as laid down by the school and the Trust.
- iii. To work with colleagues and governors to contribute to whole school improvement.
- iv. Through line management arrangements, ensure professional development needs are identified and addressed.

## Person Specification

### Qualifications

Good honours degree

Qualified Teacher Status

### Experience

Effective working with young people of a range of ages and abilities

Evidence of making an effective contribution to a team

### Skills & Attributes

Ability to deliver high quality learning over time to all pupils in a class

Sound knowledge of working with children with Autism

Ability to be provide effective pastoral care

Capacity to work alongside colleagues, contributing effectively to a team

Ability to quickly establish and maintain positive relationships with pupils, staff and families

Understanding of safeguarding issues and promoting the welfare of children and young people

Well-developed communication skills, including a high level of written and oral literacy and competent ICT use

Suitability to work with children

Potential for professional progression

Commitment to extra-curricular activities

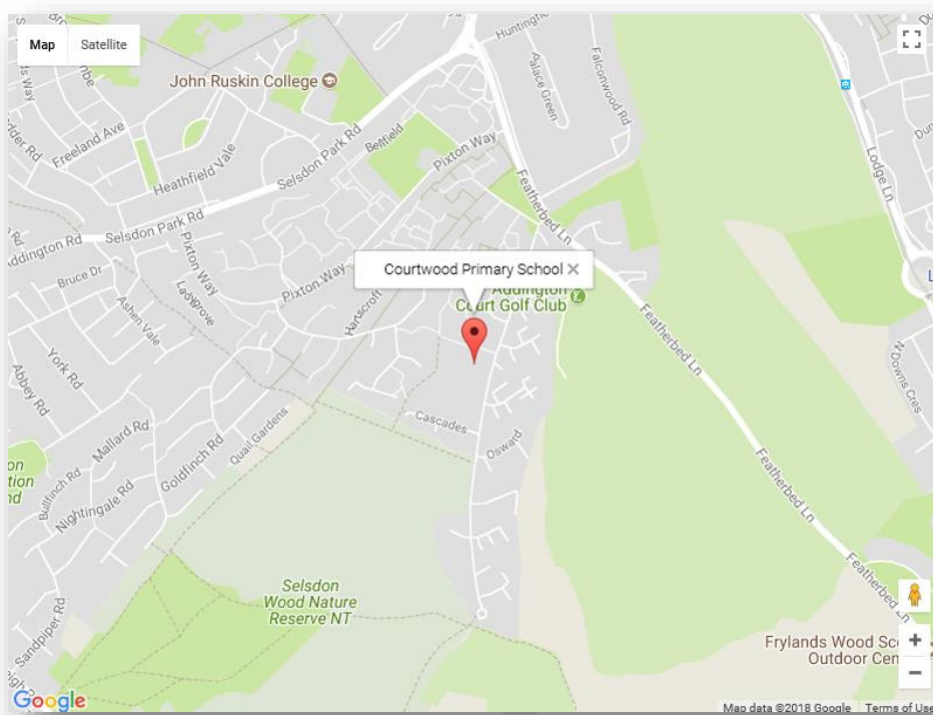
***The Collegiate Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.***

**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.**



## How to find us



### By Car:

Junction 6 from the M25. The A22 is also close by.

### By Train:

The nearest station is **East Croydon Station** from where you can get a tram / bus.

### By Bus:

Route 433 with good connections to the local tram service.

**Courtwood Primary School**  
Courtwood Lane, Croydon, CR0 9HX

📞 020 8657 8454

✉ [admin@courtwood.org.uk](mailto:admin@courtwood.org.uk)

💻 [www.courtwood.org.uk](http://www.courtwood.org.uk)