



The Collegiate Trust
Exceptional Education for All

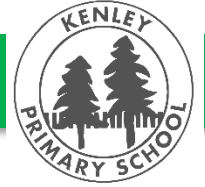
KS2 Lead and Class Teacher

Information for Applicants

School	Kenley Primary School, Croydon
Required	1 st January 2024, or sooner
Contract	Full-time -Part-time considered 0.8 minimum
Salary	From TCT 5 (M3) £38,219 - TCT 14 (UPS3) £51,179 plus, TCT TLR A £3,214
Role	Key Stage 2 Leader & Class Teacher
Closing Date	
Interviews	As and when applications are received



Welcome



Dear Applicant

Thank you for your interest in this post. 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, as a small primary school, we are able to offer a comprehensive professional development package to ensure that they are provided with the best possible teaching and support.

Kenley is a friendly, caring school with high expectations for all our pupils and importance placed upon Ambition, Responsibility and Community. We provide a stimulating and happy environment in which staff, parents and governors work together to enable the school to provide a creative, balanced, and meaningful curriculum. We are a vibrant school that does our absolute best to ensure all our children flourish throughout their time with us; thriving as individuals and achieving their academic potential. We promote 'The Kenley Way': Be Ready, Be Respectful, Be Safe.

The Collegiate Trust has a clear vision to deliver exceptional education for all. Our pupils are well-motivated and a pleasure to work with, whilst our staff are talented, hard-working, and ambitious for themselves and others. Our excellent facilities – including an incredible Forest School and outdoor learning environment - enable us to provide the very best learning environment and experiences for our pupils. 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.

If you are looking to develop your experience, a school within The Collegiate Trust is a great place for professional growth. All staff benefit from a focused induction period, prior to appointment, and a well-established programme of support throughout their career; more experienced colleagues have many opportunities to develop leadership 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 Trust 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, which is very much encouraged, I would be pleased to speak with you via the school office.

We hope that after reading the information provided here, researching the Trust, visiting the school, and reflecting on the tremendous opportunity this role offers, that you will submit an application. Should you choose to do so we look forward to receiving and considering it fully.

Yours sincerely

Mrs Jacki Keogh

Head of School, Kenley Primary School

Key Information

Kenley Primary is a one-form of entry school, set on a spacious and attractive site.

Teachers	9
Education Support	6
Administration	2
Premises	1

Our school benefits from a talented and highly committed team of staff, with a strong combination of experienced and newer colleagues.

The development of staff is a key feature of our work, and we collaborate closely with other local schools and look forward to working across our Trust.

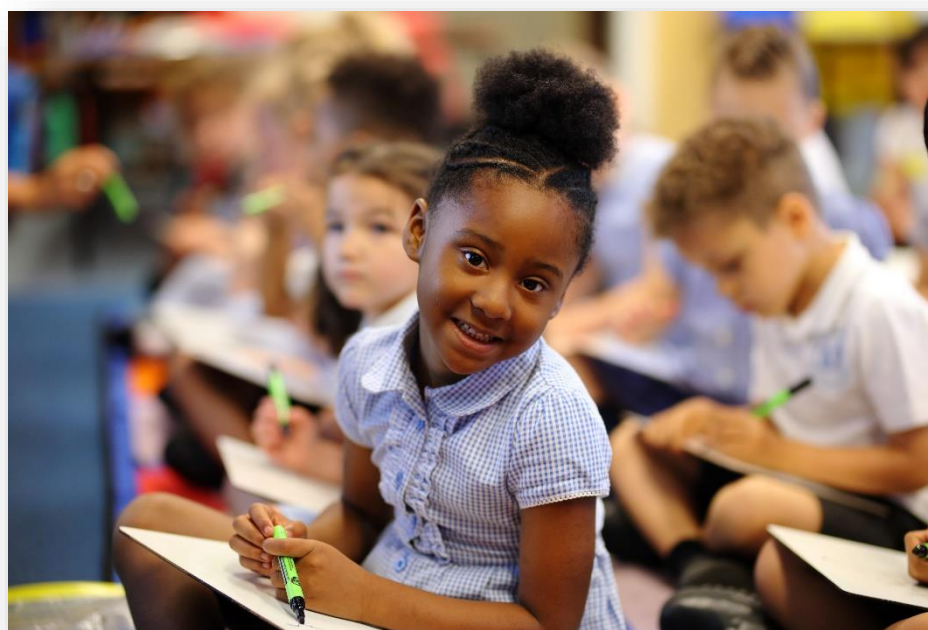
Reception	28
Year 1	29
Year 2	30
Year 3	30
Year 4	25
Year 5	19
Year 6	27
Total	188

The Senior Leadership Team is an experienced group, which oversees key strategic areas of work in the school including monitoring pupil progress and the quality of teaching.

The Head of School works with a talented and ambitious team, with excellent support from the Trust's Director of Education, Executive Principal, and its CEO.

Executive Principal	Mrs K Turner
Head of School	Mrs J Keogh
Assistant Principal	Mrs M Smy
SENDCO	Mrs F Simpson
School Business Manager	Mrs K Jones

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



www.kenleyprimary.org.uk

www.tct-academies.org

Information about *The Collegiate Trust*

MISSION: *Collaboration to deliver an exceptional education*

VISION: *Exceptional Education for All*

TCT has grown out of *Riddlesdown Collegiate*, a large, **outstanding** (OFSTED, March 2023) secondary school in Croydon with a longstanding reputation for high standards and an exceptional education. Since 2015, our Trust has been growing and, today, we are a family of 8 schools with c.6000 pupils and 800+ employees. The planned addition of a further secondary school in Autumn 2023 will bring our Trust to c.7000 pupils and c.1000 employees.

School	Range	Date joined	Roll	Principal	OFSTED
Riddlesdown Collegiate	11-18	founding school	2063	Dr Parimal Bhatt	Outstanding
Gossops Green Primary	4-11	1.11.2016	594	Mrs Sarah Dunne	Good
Waterfield Primary	3-11	1.3.2018	390	Mr James Purveur	Good
The Quest Academy	11-18	1.6.2018	974	Mr Andy Crofts Mr Tom Beecham	Good
Quest Primary	3-11	1.9.2018	206	Mr Andy Crofts Miss Jo Stawman	Good
Courtwood Primary	4-11	1.9.2018	213	Mrs Natasha Grant	Good
Kenley Primary	4-11	1.9.2021	196	Mrs Katie Turner Mrs Jacki Keogh	Good
Woodcote High School	11-18	1.4.2023	1273	Ms Kirstie Woodcock	Good

Each school within the Trust is supported by our Central Team who work with Principals and their teams on school improvement, teaching and learning, finance, facilities and operations, IT, HR and governance issues. This support allows the Principal and Local Governing Body (LGB) to focus on delivering the highest standards in their school. The LGB works to a *Scheme of Delegation* approved by the Trust's Board of Directors.

Our culture of ambition is clearly focussed on our PEOPLE and their LEARNING. We support all members of our team to do the best job they can by ensuring high quality professional development in a healthy workplace environment where wellbeing is seen as an essential requirement for success.

Why Work With Us?

The Collegiate Trust is an exciting, fast-paced group of schools committed to progress, collaboration, and excellence for all... staff and students alike. We are a dynamic and expanding trust of seven schools (two secondaries with Sixth Form provision, and five primaries) with numerous and diverse career opportunities for both new and existing staff.

All staff and governors, at every level of their career, in both teaching and business support functions, have an equal entitlement to Continuous Professional Development (CPD). This promotes, develops, and supports staff in their shared commitment to lifelong learning. Results are reviewed and evaluated regularly in order to support further development of our CPD programme and drive constant improvement.

Through expert facilitation, Trust-wide collaboration, inter-school networking, and our extensive CPD programme, every member of staff has the opportunity to make substantial contributions to the development of the curriculum, pedagogy, and delivery of business services, whilst improving their own prospects of career progression.

We are committed to: -

- facilitating **career progression**
- offering **excellent professional development**
- providing **opportunities to lead**
- extending **support from Trust experts**
- developing **collaborative opportunities** to generate new and next practice

Other tangible benefits of working within a TCT school include¹:-

- ✓ Exceptional performance rewards
- ✓ Well-equipped staff room and work room
- ✓ Excellent learning resources in classrooms
- ✓ Cutting-edge technology provision
- ✓ Free Microsoft Office apps

Individuals who are successful in their application to The Collegiate Trust join us at an exciting time. In return for the opportunity to be part of our Trust, we ask that all joining members of staff share in our vision of “Exceptional Education for All” and are motivated to work continuously towards developing their own professional excellence.

¹ At the time of publication, not all benefits available at every TCT school.

Schedule for Appointment

Closing Date:

Interviews: As and when applications are received



Job Description



Purpose of Post: To be an effective and reflective leader and classroom teacher, who demonstrates good practice, and can collaborate effectively with others to improve outcomes for learners in Key Stage 2.

Accountable to: [OBJ] **Head of School**

Key Accountability: [OBJ] **Key Stage 2 Leader & Class Teacher**

The Role

- To teach a class within the Key Stage.
- To lead and work collaboratively with Key Stage staff members to drive the progress of learners, promoting high levels of achievement through motivational leadership.
- To model and facilitate a high-quality learning experience which provides pupils with the opportunity to achieve their full potential.
- To play a key role in school improvement, supporting the development of whole school priorities based upon research and evidence.
- To exemplify the application of agreed policies, teaching standards, priorities and expectations, so as to set a good example to other colleagues.
- To take a leading role in monitoring, evaluating and reviewing the impact of the curriculum in order to promote high standards of achievement, attainment, and progress for all learners in the Key Stage, and be able to demonstrate impact.
- To support the delivery of effective teaching and learning across the Key Stage.
- To contribute to a shared school culture, values and aims.
- Lead and contribute to the professional learning of colleagues.
- Take responsibility for ensuring effective use of assessment and tracking systems and assess the achievement of pupils.
- To collaborate with other colleagues and senior leaders to support effective curriculum delivery in the Key Stage.
- Be accountable for the good or better progress of pupils within the Key Stage.
- To undertake appropriate professional duties which may be delegated by the Senior Leadership Team.

Key Responsibilities

- To work alongside the Assessment Lead in diagnosing and implementing effective strategies for raising the attainment of students across the school.
- To lead or have an oversight of a core curriculum area across the school.
- To support colleagues in their key stage in their work for the development and improvement of the school.
- To work alongside the Head of School, to ensure the safeguarding of all pupils, and that the safety and wellbeing of pupils and staff is promoted and maintained at all times.
- Model excellent practice in the classroom.

School Ethos and Culture

- Ensure that the highest standards of behaviour and site use are upheld in the key stage and across the school.
- To be active in issues of staff and pupil welfare and support.
- To demonstrate a commitment to Equality of Opportunity for all members of the school's community.

Teaching and Learning

- To identify strategies for raising the attainment of students and to work towards these identified and agreed goals.
- Support the training and development of teaching staff to improve the quality of teaching and raise expectations and ambition in lessons.
- To support the development of staff through mentoring Early Career Teachers (ECTs) and students.
- Use regular assessments to monitor progress and set targets and respond accordingly to the results of such monitoring.
- Ensure that all pupils achieve at Age Related Expectation (ARE) or, if working below expected standards, make significant and continuing progress towards achieving ARE by the end of the key stage.
- To be able to model outstanding practice in terms of classroom teaching, preparation, marking and assessment.

Other

- To line manage staff and support with performance development
- To plan and deliver relevant training and professional development.
- To undertake any other responsibilities as directed by the Head of School

Wellbeing

- Promote and support the wellbeing of individual pupils and of the class as a whole
- Play a supportive role within our collaborative team, ensuring a positive approach to your own wellbeing as well as that of colleagues

Person Specification

Qualifications

- Good honours degree
- Qualified Teacher Status

Experience

- Evidence of teaching young people within the Primary phase
- Evidence of making an effective contribution to a team
- Evidence of supporting other teachers to develop their practice
- Experience of monitoring standards

Knowledge & Skills

- Ability to plan, organise and prioritise work to meet deadlines
- Know how to develop and sustain excellent working relationships
- Can communicate effectively with all members of the school community
- Ability to identify and implement successful inclusion strategies for all children
- Knowledge of safeguarding and child protection issues
- Ability to promote a positive school ethos

Understanding

- Able to track and interpret class performance data, identifying areas for improvement and adjusting teaching and learning accordingly
- Understanding of curriculum and pedagogical issues, including recent research and developments within the primary phase
- Understanding of innovative and creative strategies that enable children to make excellent progress
- Thorough understanding of, and commitment to, equality opportunity
- Understand, and be able to implement, effective behaviour management strategies

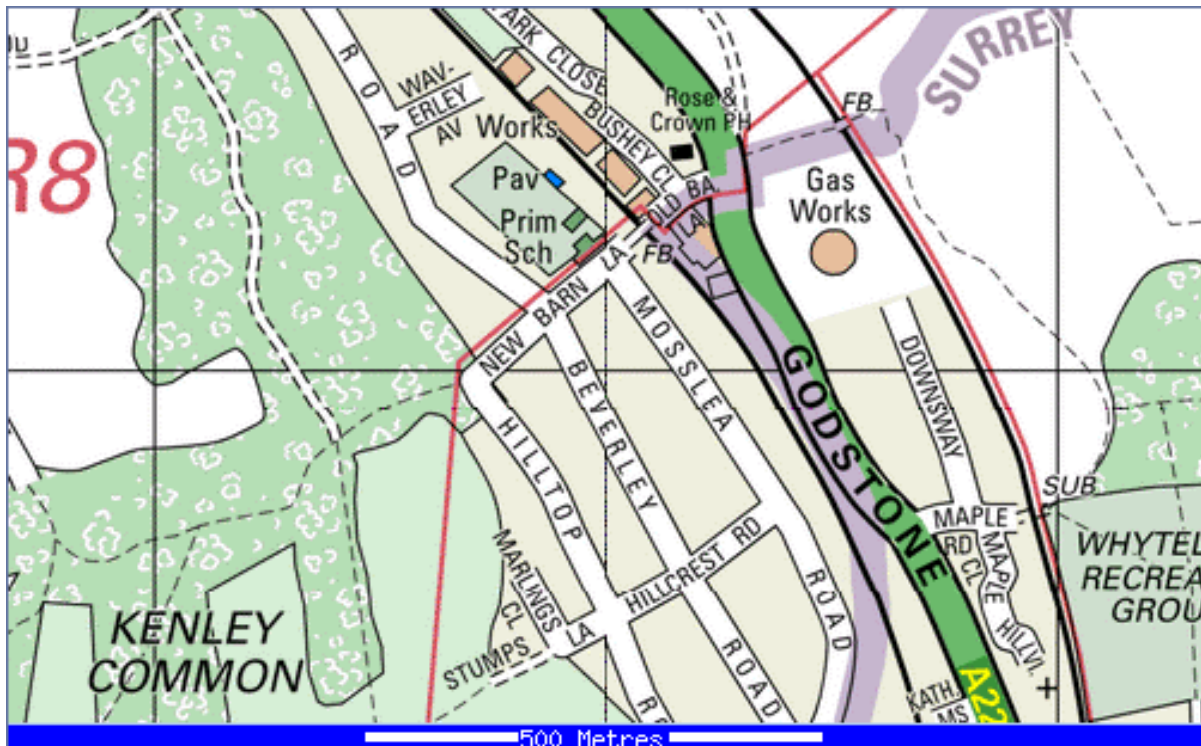
Professional Qualities

- An excellent command of the English language, to include speaking and written skills
- Commitment to equal opportunities, inclusion, safeguarding, and education of the whole child
- Willingness to accept support from others and to promote individual and team development
- Ability to work independently and on own initiative, taking responsibility for own professional Development

Visits before applying are encouraged

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, online searches and the Disclosure and Barring Service. Appointment will be dependent upon further health, medical, safeguarding and attendance checks.

How to Find Us



By Car:

If you are travelling by car, Kenley Primary School is located a short distance from the A22, Godstone Road. If you are coming from the M25 Junctions 7 (Croydon) or 6 (Caterham) provide easy access to Kenley.

By Train

The nearest mainline station is Kenley. Alternatively, the larger Purley Station is just 2 miles away.

By Bus:

Bus route: 407, 434.

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