



# Class Teacher Application Pack

**LOWBROOK ACADEMY**



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## Lowbrook Academy

The Fairway, Cox Green, Maidenhead, Berkshire, SL6 3AR.

T: 01628 671355

E: [lowbrook@lowbrookacademy.co.uk](mailto:lowbrook@lowbrookacademy.co.uk)

[www.lowbrookacademy.co.uk](http://www.lowbrookacademy.co.uk)



Lowbrook Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.

We welcome applications from all sections of the community, regardless of gender, race, religion, disability, sexual orientation or age.



# WELCOME TO OUR SCHOOL

Dear Applicant,

Thank you for your interest in the role of Class Teacher at Lowbrook Academy.

Located in leafy Berkshire, Lowbrook Academy is currently ranked as the highest performing primary school in the Royal Borough of Windsor & Maidenhead and the second highest performing school in the country in The Sunday Times' Top 500 schools (March 2024).

This young at heart Academy continues to grow and, with its forward-thinking mindset, encourages the most dynamic and enthusiastic individuals to join our team. We use the most up-to-date technology for pupils to learn and develop, and we regularly challenge our agile methodologies to deliver real value and teach in an energetic and creative way.

We are looking to appoint a dedicated and enthusiastic practitioner who will share our vision of 'Happy, Healthy, High Achievers' and support and lead the Academy into the future.

As one of our class teachers, you will play a key part in developing and delivering an excellent curriculum achieving the highest level of attainment for our pupils and ensuring effective planning, delivery and assessment. Both ECT's and experienced teachers are welcome to apply.

In exchange, you will be a key part of a talented and successful team of educational professionals with unrivalled opportunities to learn and build your career. Personal growth at Lowbrook Academy is key, and is supported with an excellent programme of CPD.

We welcome and strongly encourage school visits. Please contact the Academy on 01628 671355 to arrange a suitable date and time.

Yours faithfully,

**Dave Rooney**  
Principal





## HOW TO APPLY

Salary:  
**Main Pay Range – Upper Pay Range  
(depending on experience)**

Application closing date:  
**Wednesday 8<sup>th</sup> May 2024**

Starting date:  
**September 2024**

1. Please read this application pack carefully. On page 7, you will find the job description, which lists the key competencies that we are looking for.
2. Complete the enclosed application form; CVs will not be accepted.
3. Please make sure you address the criteria outlined in the person specification (page 6) when writing your personal supporting statement.
4. We highly recommend that you visit the school before applying for the position. To arrange a visit, please call the school office on **01628 671355**.
5. Should you have any queries on the application process, please contact Mrs Louise Berry, Business Manager, on **01628 671355**.
6. Completed applications should be sent by email to [lowbrook@lowbrookacademy.co.uk](mailto:lowbrook@lowbrookacademy.co.uk) or by post to **Lowbrook Academy, The Fairway, Cox Green, Maidenhead, Berkshire, SL6 3AR**.

References will be sought for shortlisted candidates prior to the interview date. The successful candidate will be required to complete an enhanced DBS check.



## ABOUT US

### Happy, Healthy, High Achievers

Lowbrook is an Academy where a fusion of originality, innovation, technology and research produce the highest quality of education unlike any other.

“We are all better than we know” – Kurt Hahn, Founder of Outward Bound.

At Lowbrook our goal is to inspire all to be the best we can. This is underpinned by our Vision:

#### LAETI, SANI, MULTA, PERFICIENTES

Translated as Happy, Healthy, High Achievers, it is this emphasis on well-being and developing the whole child that drives the outstanding results and progress our children achieve.

Over time we have created a learning environment that is outstanding complementing the highest quality teaching and learning experience for our children.

The curriculum at the Academy embraces a common set of aims that drive the curriculum, teaching and assessment. They are derived from the research outlined within the Cambridge Primary Review and unashamedly reflect the values and moral purpose, for what school is about. More details about this can be found in our Curriculum Policy available on our school website.

We are committed to safeguarding and promote the welfare of children. We expect all our staff to share this commitment.

Children’s ages: 4 – 11

Current school roll: 331

### OUR VISION & VALUES

#### LAETI, SANI, MULTA PERFICIENTES

Happy, Healthy, High Achievers

The vision is underpinned by the following goals and principles

- Enjoyment, Commitment and Achievement (*Engagement, Exploring, Knowing, Understanding and Making Sense, Fostering Skills, Exciting Imagination and Enacting Dialogue*)
- Equality of Opportunity
- Fairness and Justice
- Respect, Reciprocity, Responsibility and Honesty
- Innovation and Creativity
- High Aspirations
- Autonomy, Independence and Resilience
- Wellbeing and Healthy Living
- Local, National and Global Citizenship
- Sustainability and Interdependence

# CLASS TEACHER'S PERSON SPECIFICATION

We are seeking a dedicated and enthusiastic practitioner who will share our vision of education and lead the Academy into the future. For this crucial role, we will be looking for the following:

## QUALIFICATIONS

- Educated to degree level.
- Qualified Teacher Status in the UK.

## EXPERIENCE

- Both experienced practitioners and ECT's are encouraged to apply.

## KNOWLEDGE AND UNDERSTANDING

- Have a sound knowledge of the National Curriculum and The Cambridge Primary Review.
- Have an excellent understanding of curriculum and pedagogical issues relating to teaching and learning, including knowledge of the latest inspection and research findings.
- Have an understanding of the expectations in the Ofsted Framework regarding effective learning and teaching and statutory safeguarding requirements.
- Familiarity with KS1 and KS2 Standardised Attainment Tests.
- Have an understanding of and commitment to the Academy's policies, in particular:
  - Participation and implementation of the Academy's Behaviour Policy;
  - An awareness of Health and Safety implementation in the work place;
  - An awareness of Safeguarding procedures;
  - Implementation of the Academy's Single Equality and Disability Scheme Policy (inclusive of Accessibility Plan).
- Knowledge of effective strategies to include, and meet the needs of, all pupils including those who are disadvantaged and with EAL and SEND.

## SKILLS AND ABILITIES

- A teacher with good ICT knowledge and skills and able to demonstrate the effective use of ICT to enhance the teaching and learning.
- Must be able to plan lessons effectively for all the pupils in class, setting clear learning intentions and differentiated tasks.
- Must be able to keep records of pupil progress in line with Academy policy.

- Must be able to use assessments of pupils' learning to inform future planning.
- Ability to plan and work collaboratively with colleagues.

## PERSONAL QUALITIES.

- Must be willing to engage parents to encourage their close involvement in the education of their children.
- A teacher with a flexible approach to work who enjoys being a good team member.
- Must have good communication skills both orally and in writing.
- Must be able to manage own workload effectively and respond swiftly to tight deadlines.
- Good interpersonal skills, with the ability to enthuse and motivate others and develop partnerships.
- Willingness to share expertise, skills and knowledge and the ability to encourage others to follow suit.
- Willingness to contribute to whole school INSET.
- Openness and willingness to address and discuss relevant issues, allied with an ability to inspire and challenge others.
- To practice equal opportunities in all aspects of the role and around the work place in line with policy.
- To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post.
- A sporting or artistic interest will be useful in this role, with a view to help further our curriculum.



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# CLASS TEACHER'S JOB DESCRIPTION

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The Post holder will take responsibility for a class of children determined on an annual basis by the Executive Principal and in accordance with the duties listed below:

## DUTIES

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- The current School Teacher's Pay and Conditions document describes duties which are required to be undertaken by teachers in the course of their employment. In addition, certain particular duties are reasonably required to be exercised, and completed in a satisfactory manner. It is the contractual duty of the post holder to ensure that his/her professional duties are discharged effectively.
- This job description sets out the duties to be undertaken and performed to the satisfaction of the Executive Principal and Governing Body by the post holder in the role of 'Class Teacher'.

## TEACHING AND LEARNING

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- To plan and differentiate lessons to meet the needs of all pupils including those with special educational needs and the gifted and talented.
- To teach high quality lessons catering for a variety of different learning styles.
- To assess for learning on a daily basis and in line with the Academy's policy.
- To work within the Academy's ethos of making learning fun and meaningful and creating an atmosphere where all children achieve their full potential.
- To make effective use of ICT to enhance teaching and learning.

## CURRICULUM

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- Be a curriculum innovator.
- Personally keep up to date with all new curriculum initiatives and developments and adopt a positive approach to change.
- Take responsibility for the co-ordination of particular subjects as required and have a good working knowledge of the requirement of the whole school curriculum.
- Ensure that personal curriculum planning is of a high standard and consistent with the expectations of the Principal.
- Teach classes and groups as required and set a standard of excellence within your own classroom.
- Assist with the curriculum planning throughout the Academy.
- Liaise with all subject coordinators and support them in relation to own key stage needs.
- Assist in the monitoring of standards of teaching and learning.

## MANAGEMENT AND LEADERSHIP

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- Support and assist the Principal in leading the school towards its mission statement, its aims and objectives.
- Assist in the formulation of a long-term strategic plan for the school and in the formulation of the School Improvement Plan.
- Assist the Principal in the process of school self-evaluation, preparation for OFSTED, and in the formulation and implementation of the Governors' Action Plan following any such inspection.
- Take responsibility for classroom standardised assessment, including the organisation of resources, collection and collation of data and its analysis.
- Take a leading role in the setting of high standards of discipline within the Academy and contribute positively to the general ethos of the school.
- Be responsive to change and facilitate change when faced with new initiatives and statutes.
- Assist in the preparation and implementation of school policy.
- Set a positive example to members of staff and pupils.

# CLASS TEACHER'S JOB DESCRIPTION

## KEY ORGANISATIONAL OBJECTIVES

The post holder will contribute to the Academy's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the Academy's Equal Opportunities framework.
- Commitment and contribution to improving standards for pupils as appropriate.

## CONDITIONS OF SERVICE

Governed by the National Agreement on Pay and Conditions of service, supplemented by local conditions as agreed by the Governing Body.

## SPECIAL CONDITIONS OF SERVICE

The post holder may be required to work outside of normal school hours on occasion (e.g. to attend Full Governing Body Meetings, etc.), with due notice.

Because of the nature of this post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointed interview.

As this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to Police checks. If candidates are successful in their application, prior to taking up post, they will be required to give written permission to ascertain details from the Police regarding any convictions against them and, as appropriate, the nature of such convictions.

## EQUAL OPPORTUNITIES

The post holder will be expected to carry out all duties in the context of and in compliance with the Academy's Equal Opportunities policy.



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## OUR VISION & VALUES

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