



**SHENSTONE  
SCHOOL**

# **Primary Class Teacher**

## **Recruitment Pack**





***“Together we engage, thrive and achieve”***

**Executive Head Teacher: Lori Ann Mackey MA (Ed)**

Head of School: Heather Jolly BA (Ed) Hons

Deputy Head Teacher: Leann Bargery BA (Ed) Hons

Deputy Head Teacher: Meena Malhi BA Hons

Dear Applicant

Thank you for showing an interest in the role of Class Teacher for our Primary School provision.

We have devised this recruitment pack to show you, with pride, what being a member of the Shenstone School community means. Please take time to read through the literature provided, and we would encourage you to explore the school's website and arrange a time for a school tour, as detailed on the job advert page.

Our website can be found at [www.shenstone-tkat.org](http://www.shenstone-tkat.org) and contains further information about our Vision and Values, Policies and Procedures, Health and Well-being, Curriculum Offer, School Development Plan, Ofsted report and highlights what makes Shenstone a truly remarkable school. The school has an ethos of ***“Together we engage, thrive and achieve”***. This is integrated into, and evident in, all we do at Shenstone.

If, after reading through the recruitment pack, you still feel as though Shenstone is the place for you, we would welcome you to apply. To do so, please use the application to showcase your experience and how it reflects both the job description and person specification for the role. We want to hear why you are choosing Shenstone School and what you can bring to the role of Class Teacher.

If you require any further information or have queries, please do not hesitate to contact the school office at 01322 524145 or via e-mail at [hr@shenstone-tkat.org](mailto:hr@shenstone-tkat.org).

Yours faithfully

**Lori Mackey**  
**Executive Head Teacher**

Shenstone School (Crayford Site), □ 94 Old Road, Dartford, Kent, DA1 4DZ □ 01322 524145  
Shenstone School (Sidcup Site), □ St Andrews Road, Sidcup, Kent, DA14 4RX □ 020 8302 1743  
□ <https://www.shenstone-tkat.org/>



2019-2022





## About Shenstone School

Shenstone School is an all-through specialist school for children and young people with severe and/or profound and multiple learning difficulties. We opened our doors to our secondary provision in September 2022, when we welcomed our first year 7 cohort. As a school community, we are thrilled to have the opportunity to extend our learning offer to year 7-13 by 2029. The Secondary site is situated in Belvedere. Although we currently have a temporary facility for our secondary students, a specially adapted secondary school is currently being built in Halt Robin Road, Belvedere. We hope our permanent site will be up and running next academic year; however, we are expanding to welcome two new Year 7 classes in September 2023.

Our staff are passionate about providing the best opportunities and education to our students. Working in partnership with parents and carers, we successfully foster and develop a positive attitude in our young people and support them to have opportunities that will allow them to achieve beyond their expectations. The support and guidance students receive from staff gives them the confidence to learn independently and strive to achieve their most aspirational outcomes. The school positions itself as a centre of excellence for its students, parents/carers, staff, local authorities and the wider community.

We aim to ensure that all students have the maximum opportunity to participate fully in society to enhance their life chances. We pride ourselves on ensuring that learning remains purposeful but is equally fun. We are committed to supporting the emotional health and well-being of all our students, staff and parents/carers, and we stand by our motto of "together we engage, thrive and achieve".

We are very proud of Shenstone School and our achievements which include: The Autism accreditation through the National Autistic Society, The Wellbeing Award for Schools, Outstandingly Happy School status, Move Centre of Excellence Award, National Online Safety Certified School status, and we are also an accredited Arts Award Centre. We continue to expand with new ideas and initiatives to maintain and improve services for students and staff.

Staff at Shenstone School can access the following benefits: excellent induction and probation processes, comprehensive in-house training, competitive pension scheme, employee counselling services, vaccination programmes, on-site mental health first aid team and various other well-being and social activities.



## About TKAT

Shenstone School is part of the TKAT academy (The Kemnal Academies Trust). TKAT is one of the largest Multi-Academy Trusts in the South and East of England, with 45 Primary and Secondary Academies in the TKAT Family. Our ultimate aim is to ensure we drive educational standards through the provision of outstanding teaching, leadership and learning for all. Our leaders focus on student progress and attainment and regularly share knowledge, insight and experience. We believe passionately in the power of collaborative working and actively promote school-to-school support.

Our students are at the heart of everything we do, and we strive to inspire learners and change lives as a result of our exceptional educational provision.

Via our website [www.tkat.org](http://www.tkat.org), you can read our Welcome Brochure, which gives lots of information about:

- Our journey so far
- Our vision and values
- Our governance
- Our Executive Team
- Our primary strategy
- Our secondary strategy
- How we support our Academies

### **Working for TKAT:**

In return for working for TKAT, as an employee, you will benefit from

- A wide variety of opportunities for professional development, including the potential to develop your career at more than one TKAT academy,
- Opportunities to work flexibly, where possible.
- Our support for your well-being at work, and
- The rewards of working to improve the life chances of our students.

## What we do well

The following statements have been obtained from staff via questionnaires or feedback requests.

Shenstone has provided me with so many opportunities for progression.

I have settled in well and look forward to coming in every day to work with the amazing team and children at Shenstone.

The induction I received was thorough and the staff on site have all supported me with my ongoing learning within the job.

**Shenstone is one big team**

I felt like I achieved so much.

It is a rewarding job with beautiful friendly staff and children.

I most enjoy working alongside amazing children and being part of a team.

I loved working at Shenstone, the staff were friendly and the children were lovely.

I like working at Shenstone, the SLT and all the staff are lovely.



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## Job Advert

<b>Post Title:</b>	Class Teacher
<b>Post Location:</b>	Shenstone Primary School (but must be willing to work across all sites if necessary)
<b>Contract Type:</b>	Permanent
<b>Hours/Weeks:</b>	Full-time/52 weeks per year
<b>Salary:</b>	<b>Main Pay Scale/Upper Pay Scale</b> (salary will depend on qualifications and experience). <b>Plus</b> SEND allowance (£2,384)
<b>Post Start Date:</b>	September 2023
<b>Tour:</b>	If you are interested in applying and wish to view our amazing school, please e-mail <a href="mailto:hr@shenstone-tkat.org">hr@shenstone-tkat.org</a> and we will arrange a tour for you.
<b>Closing Date:</b>	Sunday 2 <sup>nd</sup> July 2023
<b>Interview Date:</b>	TBC

## About the Role

We are seeking to recruit an inspirational and innovative Class Teacher to join our fantastic staff team at Shenstone School.

The ideal candidate will inspire and motivate students and lead a dedicated class team to encourage progression and happiness for our students. We would love to hear from you if you think you have what it takes to support and develop our students to maximise their most aspirational learning potential.

Qualifications/Experience required:

- Experienced, qualified teacher with QTS
- Evidence of CPD relevant to SEND
- Experience in a special school setting is essential
- Teachers who have experience in planning a whole school approach, including assessing, monitoring and tracking.

It is paramount that you feel confident and resilient to work to support students who may present with behaviours that challenge.



## **JOB DESCRIPTION**

### **Class Teacher**

<b>Accountable To</b>	Executive Head Teacher and Senior Leadership Team.
<b>Scale</b>	Main Pay Scale/Upper Pay Scale plus SEN allowance. Salary will be depending on qualifications and experience
<b>Responsibilities</b>	<p><b>A. Strategic direction and development of the Curriculum provision in the school</b> – with the support of, and under the direction of the head and deputy head teacher(s) to:-</p> <ul style="list-style-type: none"><li>▪ Contribute to a positive ethos in which <b>all students</b> have access to a broad, balanced and relevant curriculum;</li><li>▪ Analyse and interpret relevant school, local and national data relating to their own class and advise the head teacher on the level of resources required to maximise achievement;</li><li>▪ Liaise with staff, parents/carers, external agencies and other schools to co-ordinate their contribution, provide maximum support and ensure continuity of provision within their class;</li><li>▪ Consider the views of both students and parents/carers and to respond appropriately</li></ul> <p><b>B. Teaching and learning – to:</b></p> <ul style="list-style-type: none"><li>▪ Develop a classroom environment and teaching practice which secures effective learning across the breadth of the school's curriculum and provides a professional model, clearly demonstrating effective teaching, classroom organisation and display, and high standards of achievement, behaviour and discipline;</li><li>▪ Regularly monitor progress of students within their class which is then reflected in teaching plans,</li><li>▪ Evaluate the effectiveness of their teaching and learning by work analysis and use these analyses to guide future improvements;</li><li>▪ Ensure setting of realistic and challenging expectations for students in their class</li><li>▪ Liaise effectively with staff to ensure the successful transition of students through the school</li><li>▪ Contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole;</li></ul> <p><b>C. Relationships with staff - to:</b></p> <ul style="list-style-type: none"><li>▪ Achieve constructive working relationships with all staff</li><li>▪ Direct, organise and manage the work of support staff within the classroom,</li><li>▪ Provide regular information to senior staff on class progress;</li></ul> <p><b>D. Effective deployment of staff and resources – to:</b></p> <ul style="list-style-type: none"><li>▪ Maintain and develop class resources, co-ordinate their deployment and monitor their effectiveness in meeting the class objectives;</li></ul> <p><b>E. General:</b></p> <ul style="list-style-type: none"><li>▪ Promote equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy.</li><li>▪ Take on any additional responsibilities that might be determined from time to time.</li></ul> <p><b>F. School-specific responsibilities and tasks:</b></p> <ul style="list-style-type: none"><li>▪ Be responsible for a curriculum area.</li></ul>



<b>Review of job description</b>	This job description is intended to provide guidance on the range of duties associated with the post. It is not intended to provide a full and exclusive definition of the post, and the post holder may be required to undertake additional duties by the Executive Head Teacher. It may be subject to modification and amendment at any time after consultation with the post holder.		
Signed member of staff		Date	
Signed appraiser		Date	
Approved by Executive Head Teacher		Date	





<b>PERSON SPECIFICATION</b> <b>Class Teacher</b>		
	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>Qualified Teacher with Qualified Teacher status.</p> <p>Evidence of relevant and up-to-date CPD and commitment to further professional development</p>	
<b>Experience</b>	The Class Teacher should have experience teaching primary or secondary school mainstream or special.	Special school experience
<b>Knowledge &amp; understanding</b>	The Class Teacher should have knowledge and understanding of the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of students' progress; the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection; the positive links necessary within the school and with all its stakeholders; effective teaching and learning styles.	In addition, the Class Teacher might also have knowledge and understanding of Makaton, Brain Gym, Sensory Circuits, PECs, and Team-Teach
<b>Skills</b>	The Class Teacher will be able to: promote the school's aims positively and use effective strategies to monitor motivation and morale; develop good personal relationships within a team; establish and develop close relationships with parents and governors communicate effectively (both orally and in writing) to a variety of audiences; create a happy, challenging and effective learning environment.	In addition, the Class Teacher might also be able to: Develop a curriculum area
<b>Personal characteristics</b>	Approachable, Committed, Empathetic, Enthusiastic, Organised, Patient, Resourceful, Flexible	

## Safeguarding

Shenstone is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Offers of employment will be subject to the full Safer Recruitment process, including an enhanced DBS check and barring service check. We will also undertake an online search as part of our diligence.

## Equal Opportunities

Shenstone is committed to equality of opportunity. We welcome applications from all suitable candidates, regardless of any protected characteristic for example race, gender, sexual orientation, disability or age. All applications are treated on merit. This includes applications from individuals wishing to work full-time, part-time or on a flexible basis.



To apply for this vacancy, please download and fully complete the TKAT application form.  
Once completed please return to [hr@shenstone-tkat.org](mailto:hr@shenstone-tkat.org)

Please be advised that references will be taken for all shortlisted candidates prior to interview and in accordance with the terms stated on the application form.

Only those shortlisting for interview will be contacted.