



Haberdashers'
Crayford Primary

KS2 Primary Teacher Recruitment Pack

June 2023



Together, stronger



Haberdashers'
Academies Trust
South

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Dear Candidate,

Thank you for your interest in this post.

We are a Trust of nine schools, all based in South-East London. Whilst each of our schools maintains its individuality, we share a common mission: to ensure that every single child and young person in our care is successful at school so that they can flourish and be successful in their lives.

Having joined the Trust as CEO in September 2020, I am excited by the steps we have taken together and the future ambitions we have set.

We are a Trust with great potential, and three key strategies guide our success – all of these can be found on our website and within this recruitment pack. At the heart of these is our School Improvement Strategy but we know we will not be successful without great people and a secure infrastructure. Therefore, our People Strategy (which includes our EDI and well-being strategy) and our Business Sustainability are integral to our core business.

Our scale of expertise and leadership gives us the capacity to achieve great things. It is this capacity which will allow us to take on new challenges and allow our staff to become the best version of themselves.

We want the best people to join our Haberdashers' community and we are committed to a diverse and inclusive student and staff body. If you are passionate about making a difference and feel that you have the right experience and expertise, I encourage you to apply to join us on our journey.

I look forward to hearing from you.

Jan Shadick
Chief Executive Officer
Haberdashers' Academies Trust South



Dear Candidate,

Thank you for your interest in working at Haberdashers' Crayford Primary.

As a popular school with a high number of applicants each year, we pride ourselves in offering a high-quality co-educational education to the children from the community we are situated in. We value the contribution every individual brings to our school and in return we ensure that we provide all children with the best education and learning experiences possible.

Haberdashers' Academies Trust South is a Multi-Academy trust of nine schools, (four secondary and five primary), supported by a professional learning arm. These are currently organised as four 'clusters', Crayford Primary is part of the Crayford cluster which provides schooling for children aged 3-18 with over 1600 children in three schools: Crayford Academy (secondary), Crayford Primary and Slade Green Primary.

We provide targeted support and a broad education to enable each and every one of our pupils to reach their full potential and to grow into well-rounded members of our community and aim to ensure all the children and young people who come to our schools:

- Are happy and safe at school and are able to learn successfully within a supportive environment
- Are able to achieve their full potential personally, academically and socially.
- Develop and grow as independent, resourceful and resilient individuals.
- Are equipped with the skills, qualifications and love of learning they will need to be successful in the world they will join as adults.

I hope that this brief information, alongside the recruitment details, encourages you to apply to join us in our exciting current phase of development. We encourage visits to the school which can be arranged via the school office on 01322 402 186. Should you have any queries please do not hesitate to contact me.

Kindest regards

Ms Kate Ellis
Principal, Haberdashers' Crayford Primary



About Haberdashers' Academies Trust South



We are a multi-academy trust consisting of four secondary schools and five primary schools and have been educating children and young people since 1876.

Our moral imperative at that time was to ensure that every child in our care received the best possible education in order to make the best start in life. That moral imperative remains today, underpinned by ethos of working together and our values of being ambitious, always growing and contributing to the world as global citizens.

In a complex world, we need our children and young people to be as well equipped for their future as possible so that they can flourish. We will support them to become compelling individuals so that by the time they leave us they will have experienced a range of opportunities that not only build their mind but also build their character.

We are proud to be a diverse community and take seriously the need to ensure that every child, young person and adult connected with our schools feels included, welcomed and listened to. This is an important part of who we are and our commitment to equality and fairness. This commitment remains at the forefront of our work.

To find out more about Haberdashers' Academies Trust South, please visit: www.habstrustsouth.org.uk

VISION 2026 Every School an Excellent School

It is the Trust's vision for all of our schools to be excellent schools. Our mission is to ensure that every one of our children and young people flourishes at school so that they can be successful in their lives.

Our three main objectives are:

- Excellent outcomes for all children and young people so that they can be successful in their next steps and future lives;
- To be regarded as a great employer, attracting, retaining and developing the best staff;
- To be the Trust of choice and a welcome presence in our communities.

To find out more about our Vision and Strategy, please visit: <https://www.habstrustsouth.org.uk/Our-Vision-and-Strategy>

Our Sponsors

Our sponsors are a huge part of the culture within our schools. The links with our sponsors are a unique and special part of what our Trust and schools what they are today.



The Worshipful Company of Haberdashers

Our main sponsor is the Worshipful Company of Haberdashers, one of the Great Twelve Livery Companies of the City of London. Education is hugely important to the Haberdashers' Company and today there are more than 12,000 children and young people in its' family of 21 schools. The Haberdashers' network of maintained and independent schools stretch across the country, covering north London, Shropshire and Monmouth and our own Trust, in south London and Kent. We have regular opportunities to collaborate with the wider network of Haberdashers' schools on a number of initiatives and events.

The Haberdashers' Company supports our pupils in many ways. There are a number of educational and careers initiatives that are organised by the Company, such as the Livery Academy Awards, Monmouth - City of London Work Experience, Haberdashers' Musician of the Year, an annual Year 7 visit to the prestigious Haberdashers' Hall, cross school sporting competitions, mentoring, trips and much more. Each year, a number of Year 13 pupils receive scholarships that will support them financially through university and the Company fund a number of projects throughout the school year. The relationship with the Haberdashers Company is central to the success of the Haberdashers' Advantage enrichment programme, and pupils, parents and staff are proud of this relationship.

Being part of the Haberdashers' community is very important to us as a school. The Haberdashers' come and visit us each year to hear from the children, to see what has been happening in our school and to celebrate our achievements. The Haberdashers' Company supports pupils, past and present, as they progress through their educational and professional journey, which offers our pupils something truly unique.

Find out more: www.haberdashers.co.uk



Temple Grove Schools Trust

Temple Grove Schools Trust is a charitable trust dedicated to raising standards for primary education. The Trust was founded some 50 years ago and springs from one of the country's oldest prep schools, Temple Grove founded in 1810. The Trust seeks to provide all children with a breadth and depth of learning opportunities in order to realise individual aspirations and potential.

Our primary schools are extremely fortunate to have a partnership with the Temple Grove Schools Trust. Schools benefit from bursaries that allow us the opportunity to give our children learning experiences they may not get at other schools; including music lessons, professional coaches and multiple trips.

Find out more: www.templegrove.org.uk

Role Description

Job Title:	KS2 Primary Teacher
Contract type:	Permanent
Salary:	MPS/UPS including outer London allowance
School/ Service:	Haberdashers' Crayford Primary
Location:	DA1 4RS
Hours per week:	Full Time
Accountable to:	Senior Leadership Team

About the role

Haberdasher's Crayford Primary is looking to appoint an outstanding primary practitioner to work within Key Stage Two. You will need to be enthusiastic and committed to offering an excellent teaching experience for the children in our school, bringing real energy and dynamism to the role. We are looking for someone who can commit to our values and ethos, and who is willing to grow and support excellent outcomes for children we serve. Experience of teaching in KS2 and/or Y6 is required.

If you are motivated by working in a challenging and supportive environment where the key outcome is our shared desire to achieve the very best for our children and young people to secure life chances from which they may not otherwise benefit, if you have the talent, tenacity and passion to work at the school we hope you will consider applying for this role.

At Crayford Primary, we can offer you an enhanced salary package, which is not only higher than the national average but also exceeds that of other Bexley schools, making us a financially rewarding place to work.

Professional Development

Our staff are important to us. We know that without great staff, our children will not be as successful. Therefore, professional development is key to our success. The Habs Institute of professional learning coordinates a range of professional development opportunities for staff.

Key Responsibilities of Role

Main responsibilities

- To carry out teaching duties, as required, in accordance with the Primary Phase schemes of work
- Plan lessons that meet the needs of all pupils, through differentiation of tasks and appropriate challenge
- Be creative in providing imaginative learning opportunities for pupils and to take full responsibility for the learning environment in which you teach
- Work effectively with year group and phase partners to plan dynamic and effective learning schemes
- To prepare and review, annually, learning and teaching development plans and policies, which support the school improvement priorities
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning
- To ensure that achievement data is collected and used effectively to raise standards of learning and teaching
- To be instrumental in helping to develop a stimulating and engaging curriculum for pupils within a phase group and learning and teaching team
- To monitor and review the quality of learning and teaching, ensuring that pupils make good progress
- To inspire, motivate and influence staff and pupils, being instrumental in developing and maintaining the highest standards of learning, teaching and pupil behaviour.
- Report to parents on the development, progress and attainment of pupils.
- To plan and work effectively with members of the support team as appropriate so that all pupils achieve their potential
- To ensure that agreed policies and procedures for learning and teaching are implemented
- To carry out teaching duties, as agreed with the Principal.
- Support learning and teaching in the setting, monitoring and attainment of learning targets

General

- Promote equal opportunities and inclusion, addressing immediately should this fall short in their School
- Promote the single Federation ethos.
- Promote the school's commitment to the continued professional development of all staff.
- Undertake any duties as may reasonably be required by the Principal or CEO.
- Work within the school's framework with regard to Health and Safety.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children.
- Report any Safeguarding concerns in accordance with Federation Safeguarding Policy

Person specification

Essential experience, skills and knowledge

- Good Honours degree with relevant discipline
- QTS
- Experience of working/teaching KS2
- A consistently good classroom practitioner with an excellent track record of progress and results
- Effective behaviour management practice and skills
- Knowledge and understanding of the theory and practice of providing effectively for the individual needs of all children
- Knowledge and understanding of statutory National Curriculum requirements: the monitoring, assessment, recording and reporting of pupils' progress
- Knowledge and understanding of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection; the positive links necessary within school and with all its stakeholders
- Knowledge and understanding of effective teaching and learning styles
- Knowledge and understanding of the preparation and administration of statutory National Curriculum tests
- Ability to develop good personal relationships within a team and with parents, governors and the community (developing community links)

Desirable experience, skills and knowledge

- First aid certificate
- Experience of working across the whole Primary age range
- Experience of leading a subject or team

About you

- Is a 'can do' person who works positively and collaboratively
- Resilient, energetic and enthusiastic
- Is committed to working with others to improve the literacy levels of all children
- Commitment to safeguarding and promoting the welfare of children and young people



“ I applied to Haberdashers because it’s always been one of those prestigious schools and I just wanted to be a part of the Federation.

There is always somebody here to support you, to push you, to drive you and we all share the same goal – to provide a good education for all the children that come to our schools”

Emily Gyimah, Principal
Haberdashers’ Hatcham Primary

Why Haberdashers?

Joining Haberdashers' Academies Trust South at any point in your career will be a rewarding and fulfilling experience. You will be part of a driven team that spans nine schools and a central services team in South East London and Kent, who are all resolute in their aim to make our schools excellent places to learn and work. We offer an attractive benefits package, plenty of professional development opportunities and a focus on career growth. You will also experience a flexible and supportive work environment with a focus on health and wellbeing, and a culture of openness and respect.

- **Providing talent development opportunities:** Habs Institute, the professional learning arm of the Trust, is committed to the development of all our staff and departments.
- **Haberdashers' Advantage:** our relationship with the Haberdashers Company ensures that working for the Trust is a truly exceptional and unique experience
- **Offering flexible working:** We are able to consider flexible and family- friendly working opportunities.
- **Pensions:** when you join the Trust you will be enrolled onto a Teaching or Local Government pension scheme
- **Supporting your health and wellbeing:** All our employees have free access to a 24-hour confidential counselling service.
- **Perks and discounts through Perkbox:** All our staff have access employee benefits, recognition and wellbeing via the Perkbox platform.
- **Season ticket travel loans & Ride2Work scheme:** Get help with travel through a travel ticket loan or help with buying a bike
- **Computer Loan Scheme & Microsoft Office:** Purchase hardware or software at a discounted rate
- **Discounts:** Enjoy money off with a range of suppliers including Apple and O2
- **Actively promoting equality and diversity:** We are committed to promoting an equal and inclusive community and attracting a diverse range of candidates.
- **Join us on our journey:** over the next five years we will bring our mission to life with our strategic vision of 'every school an excellent school'

To find out more about the benefits of a career at our Trust, please visit:
www.habstrustsouth.org.uk/Benefits

“I came to interview and the questions were more about the holistic experiences of children and that perspective of education just really interested me.

It’s great being part of the Haberdashers’ community because you have all these partner schools and colleagues that you may not necessarily know on a first name basis but its really interesting to learn from each other and share best practice on Trust Inset Days. It’s nice to be a part of a wider community”

Amy Spicer, Year 5 Teacher
Haberdashers' Slade Green Primary



Recruitment process and additional recruitment information

Closing date: 21 June 2023, 12pm

Interview date: w/c 26 June 2023

Start date: From September 2023

Recruitment Process:

Once you have submitted your application, it will be assessed against the criteria in the person specification. If you score well against this criteria, you will then be invited to attend an interview. Details will be made available when selected, but the interview is likely to include:

- A written task
- A presentation
- A panel Interview

Special Requirements:

If you require reasonable adjustments prior to your interview, these can be arranged by emailing crayfordhr@habstrustsouth.org.uk

Equality and Diversity:

We recognise the benefits of a diverse workforce. We are committed to eradicating discrimination in the workplace, becoming an employer of choice, for all staff to believe that they have a voice and be empowered to make a difference

References: We will obtain references from your referees if you are successful at interview. In order to prevent any delays, please ensure that the reference section of the application form is accurate and completed in full.

Right to work in the UK: Section 8 of the Asylum and Immigration Act 2006 makes it a criminal offence for an employer to take on a new employee whose immigration status prevents him/her from taking up employment. If you are invited to attend an interview, you will be asked to produce original and up to date documentary evidence of your right to work in the UK.

Data Protection: Any data about you will be held securely with access restricted to those involved in dealing with your application in the selection process. By signing and submitting your application form, you are giving consent to the processing of your data.

Criminal Convictions: All education establishments in the UK are exempt from the Rehabilitation of Offenders Act 1974. In practice, this means that all shortlisted applicants must inform on all spent and unspent convictions on their application form and when completing a Disclosure and Barring form. Failure to provide this information may result in dismissal. List 99 is also obtained on anyone who will be working or coming into contact with children; and must be received by the School before employment can commence.



Haberdashers' Crayford Primary

For a confidential discussion about this post
or to arrange a visit to our school, please
contact the office at
crayfordhr@habstrustsouth.org.uk

Thank you for your interest in
Haberdashers' Crayford Primary.
We look forward to receiving your
application.

www.habscrayfordprimary.org.uk

Haberdashers' Crayford Primary
Iron Mill Lane, Kent DA1 4RS