

# **JOB INFORMATION SHEET CLASSROOM TEACHER (MATERNITY COVER)**



## **INTRODUCTION**

Frank Wise School caters for 105 pupils aged between 2 - 19 years with severe and profound and multiple learning difficulties. We serve a growing community with a mixed catchment area extending over 15 miles and include much of North Oxfordshire. As a forward-looking school we offer excellent facilities and teaching resources.

Number of pupils currently on roll	- 105
Number of full time teachers	- 18 + Head
Number of Classroom Support Staff	- 42
Number of Midday Carers	- 20
Hydrotherapy Pool team, Office team, and part-time nursing and therapy support	

## **SCHOOL STRUCTURE**

Currently the school has 11 broad chronologically based classes including an Assessment Nursery class and a Post-16 class. Pupils are grouped by age to enable every child to develop within a socially diverse Family Group in which each child is valued as a unique individual. Each class of around 8 children is led by a teacher supported by three full-time Classroom Support Officers.

## **THE CURRICULUM**

The school enjoys an excellent reputation for curriculum innovation and was graded outstanding by Ofsted in 2015 for the third consecutive time. We are a Teaching School, one of the Lead Schools of the Oxfordshire Teaching Schools Alliance, working to support and improve pupil outcomes in schools. Through whole staff involvement we have developed an exciting and evolving curriculum framework based on clear teaching objectives achieved through skilled task analysis and differentiation. We feel this approach not only provides consistency throughout the school, but also offers scope for individual teachers to design and implement highly structured teaching programmes to meet the very specific educational needs of each child in their class. Detailed written record keeping on a daily basis is an integral part of our approach. The school has also developed ways in which pupils can be more involved in recording their own achievements supporting their Assessment for Learning.

Our curriculum is exceptionally well resourced including extensive ICT resources with iPads in every classroom, wireless connectivity across the site and we provide each teacher with their own high specification laptop. All children are given full access to the broad skills based curriculum and we believe that creative and expressive skills have an equally important place in our pupils' and students' timetables.

Class teams meet after school once a week for professional discussions, and the whole staff team meet every month for Staff Meetings. The successful candidate would be expected to continue with this philosophy towards professional good practice and to take a full and active part in its future development.

## **PARTNERSHIP WITH PARENTS**

We believe that close co-operation with parents and carers is an essential part of every child's education. Therefore, all staff at the school are expected to liaise and work closely with parents in a variety of ways to the benefit of the children. Parents are always welcome to assist in the planning and support of teaching programmes and to read and discuss their child's individual records. Partnership is currently achieved through the more formal systems of Annual Reviews, Parents' Termly Review Evenings and informally through home/school diaries and regular contact with class teachers.

The Friends of Frank Wise School actively support our work by financing the costs of our three mini-buses and by underwriting the costs of staff involvement for day and residential trips. Through major fund-raising initiatives they have also provided the school with a superb hydrotherapy pool, a classroom block and music room, improved playground facilities, the complete refurbishment of our Drama Room and the recent kitting out of our post-16 block with specialist equipment, and furniture and integrated technology.

## **INCLUSION WITH MAINSTREAM SCHOOLS**

The School's policy of strong associations and links with mainstream schools manifests itself at present by all our pupils spending at least half a day per week in nine different local primary and secondary schools for joint curricular activities. We also see inclusion as a two-way process, therefore, we augment our mainstream links by offering cross institutional curricular work based at our school. As a Teaching School we are closely involved with a wide range of partner schools, and our outreach work helps to support a range of children who remain in mainstream placements as well as providing training across many areas of SEND.

## **RECENT AND CONTINUING DEVELOPMENTS**

As a Teaching School and a National Education Trust Advocacy School, we are a resource for other schools and pupils with special needs in the area and contribute to national projects and discussions. This highlights exciting challenges and the need for applicants committed to an integrated approach to the education of children with learning disabilities. A variety of links and support networks are already established with most local schools. Courses and meetings are often held at the school and we provide professional advice and expertise to mainstream colleagues on an outreach basis. The school is proud of its high profile within the local community and beyond. Staff are committed to further developing their skills and promoting our common aims and purpose outside of the immediate school environment.

We are totally committed to extensive staff development programmes and following more than ten years of holding the Investor in People award, including the Gold Standard., we have moved onto working with the Teacher Development Trust. We regard access to high quality in-service training and continuing professional development opportunities as a right for all staff. Over many years we have trained a large number of our support staff as teachers for the school under the Graduate Teacher Programme and the School Direct programme, and we are committed to an extensive induction and ongoing training programme for support staff.

## **THE JOB**

Conditions of service will be in accordance with the 'School Teachers' Pay and Conditions of Employment'.

### **The teacher appointed will be expected to:-**

- Take responsibility for a class within Key Stages 1 - 5, teaching 0.9 of the week with half a day PPA time (for NQTs there is an entitlement to a full day PPA time and would therefore be a teaching commitment of 0.8)
- Prepare and implement appropriate teaching programmes for their class within the school's curriculum framework. This includes keeping well presented written daily teaching records
- Have excellent classroom organisation and management skills. To appreciate the need for a bright stimulating and imaginative classroom environment which reflects care and concern for the presentation of children's work
- Prepare and implement behavioural strategies for those children in their class requiring consistent careful management. This would be done in consultation with senior staff at the school and training would be available if required
- Write reports for parents and carers (Annual Reviews and possible advice for Statements of Special Educational Needs)
- Be able to discuss and plan effectively with parents, carers and other professionals
- Contribute to and become fully involved in all aspects of school life

## **SALARY**

Main Scale 1 - 3 + Special Educational Needs 1 (we are seeking teachers who are early in their career (including NQTs), who are keen to learn and develop within the context of a well established outstanding school.

## **THE APPLICANT**

We are looking for a teacher who will fully support the stated purpose, values and aims of the school and will be able to play a major part in all aspects of its future development. We believe that the relevant skills for

this post can be taught, but the positive attitudes required cannot. Therefore, previous experience and additional specialist qualifications would be an advantage but are not essential.

**The professional qualities we are looking for are:**

- effective, qualified teacher
- a willingness to acquire knowledge of the developmental nature of learning for pupils with SLD/ PMLD is essential, and skills in teaching pupils across the special school ability range, including more profoundly disabled children, are desirable
- skills in promoting high standards of behaviour amongst pupils and respect for others
- excellent written and verbal communication skills
- competent ICT skills
- knowledge and understanding of current educational legislation and initiatives

**The personal qualities we are looking for are:**

- enthusiasm, warmth and a sense of humour
- commitment and positive attitudes towards the education of pupils with disabilities
- determination to make learning exciting, relevant and fun
- ability to motivate and work cooperatively within a relaxed, friendly, but hard working team
- good organisational skills
- good analytical skills combined with a flair for innovative, strategic thinking
- energetic approach to all aspects of the job
- passion for excellence and the capability to enjoy the challenges associated with a motivated school committed to high professional standards in all aspects of its work

**In addition:-**

Applicants must respect the need for confidentiality and professionalism which this post demands.

We believe that the relevant skills for this post can be taught, but the positive attitudes required towards our pupils cannot. Therefore, previous experience may not be necessary as full training will be given.

The person appointed should enjoy the challenges that are associated with a school motivated and committed to high professional standards.

**All applicants must support the purpose, values and aims of the school.**

## **APPOINTMENT PROCEDURES**

We would warmly welcome applicants who wish to visit the school before they apply. Visits can be arranged by phoning (01295) 263520 or by emailing [info@frankwise.oxon.sch.uk](mailto:info@frankwise.oxon.sch.uk).

Completed application forms should highlight any previous experience, professional interests and skills and please ensure we have an email address and contact telephone number for confirmation. Dates for application and commencement dates are set out in the advert for this post.

Please note that if you are successful in your application you will be required to provide information (including details of any previous convictions/cautions, including spent convictions) which will be checked by the Disclosure and Barring Service in accordance with the DfE Guidance on Child Protection.

**All short listed candidates will be asked to visit the school (if they have not done so already) to meet with children and staff prior to interviews.**

## **ADDITIONAL INFORMATION**

Frank Wise School is committed to safeguarding and promoting the best interests of our pupils and students, and we expect all staff and volunteers to share this commitment. Appointments are made subject to a 6 month probationary period and an enhanced DBS check.

Oxfordshire County Council has a policy of no smoking in the workplace. This school actively supports that policy.

Frank Wise School is a committed equal opportunities employer.

