



The Sycamore
Church of England
Trust

Grow together, Learn forever

Teacher Recruitment Pack

Mainscale Teacher 1-3
Base School: St John's CE Primary School



We are looking for a colleague to be part of the team at St John's where our aim is to help children belong, achieve and thrive so they can "soar on wings like eagles" (Isaiah 40:31) and fulfil their potential.

Academic excellence and high expectations are at the heart of this vision. Children learn well when they are known, loved and happy and so St John's has a family-feel to it and we are looking for teachers who will share those values.

We are a one form entry school with a nursery. Our building is Victorian in parts and quirky but well-loved, maintained and updated. We have created interesting spaces such as a sensory room and a play therapy space, alongside a wonderfully stocked and cosy library. Outside we have a reading nook, an amazing field and three yards for playtimes.

Our best resource is of course the people in the building! We have wonderful children who are calm and purposeful in their learning and fun and engaging in their play and chatter. They know how to be ready, respectful and safe and visitors always comment on the lovely atmosphere in school. Staff work as a team, supporting one another whatever their role and always putting the children first. We are a learning community of all ages - all of the teachers have recently completed/are completing NPQs, Chartered Teacher courses or Church of England flourishing courses. The reason we have a vacancy is due to a teacher who arrived at an early stage in their career, going on to a senior leadership role.

As headteacher I am committed to the well-being of all the people in the building. Our Christian values of love, courage and perseverance should be lived out and 'felt' by all. We have worked hard for Emotionally Friendly Setting accreditation and staff well-being is an important part of that. If you join our team you will find support, encouragement and lots of opportunity for professional development.

We are open to employing ECTs and others at an early point in their career (M1-M3). We are a placement school for Manchester Metropolitan University and know that there are always new things to be learnt from those on placements and so you will find colleagues who will listen and respect what you can bring to our team, as well as generously sharing their experience.

Please do have a look at our website. We are also on BlueSky (our Twitter/X account has been dormant for a while for ethical reasons) and you will see some day to day learning activities shared - but do also feel free to come for a visit. I am happy to show people around during the school day on Friday 1st May at 2pm or Wednesday 6th May at 9am.

Deadline for application to be in: Sunday 10th May
Shortlisting: Wednesday 13th May
Interview: Wednesday 20th May

Job Description

Post Title	Teacher
Responsible to:	Headteacher and Trust Leadership Team
Location:	St John's CE Primary School Trust wide working may be required.

Main Purpose of the Role

A Primary School Teacher is responsible for educating children aged 4–11, supporting their academic, social, and emotional development. The role involves planning engaging lessons, assessing progress, and creating a safe, inclusive learning environment.

Special Conditions of Service

- Attendance at evening meetings may be required.
- Staff may be deployed at other schools within the Trust, should the need arise.

Immediately Responsible for:

- Teaching Assistant

Core Responsibilities and Tasks

Teaching & Learning

- Plan, prepare, and deliver structured lessons aligned with the national curriculum.
- Adapt teaching methods and adjust activities to meet the diverse needs and learning styles of pupils.
- Use a range of resources, including digital tools, to enhance learning.
- Ensure pupils can access learning activities through specialist support e.g. curriculum/SEN specialism
- Set appropriate homework and provide constructive feedback.

Assessment & Progress

- Assess pupil progress through observation, tests, and assignments.
- Track attainment and maintain accurate records.
- Identify and support pupils with additional learning needs.
- Prepare reports for parents, carers, and school leadership.

Job Description

Classroom & Behaviour Management

- Create a positive, inclusive classroom environment.
- Promote good learning habits, attendance, and punctuality.
- Deal promptly with conflict and incidents and encourage pupils to take responsibility for their own behaviour in line with established school policy.

Safeguarding & Pastoral Care

- Ensure the safety and well-being of all pupils.
- Recognise and report safeguarding concerns according to statutory guidelines.
- Build positive relationships with pupils to support emotional development.

Collaboration & Communication

- Work closely with teaching assistants and support staff.
- Participate in staff meetings, training, and school events.
- Communicate effectively with parents and carers.
- Collaborate on planning and curriculum development within year groups or key stages.

Support for the School

- Assist in the training and development of classroom support staff including supervision of volunteers, trainees.
- Contribute to the overall ethos/aims/work of the school
- Comply with school policies and procedures relating to child protection, health, safety and security, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned).
- Establish constructive relationships and communicate with other agencies/professionals to support achievement and progress of pupils.
- Participate in training and other learning activities as required
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Be responsible for and committed to safeguarding and promoting the welfare of children and young people and for ensuring that they are protected from harm.

Corporate Responsibilities

All employees of The Sycamore CE Trust have a responsibility for, and must be committed to, safeguarding, and promoting the welfare of children and young people and for ensuring that they are protected from harm.

In addition, we expect all employees to:

- Be aware of, support and contribute to the ethos and values of the Trust.

Job Description

- Recognise own strengths and areas of expertise and use these to support and advise others.
- Participate in training and other learning activities and performance development as required.
- Familiarise themselves with, and adhere to, all relevant Trust Policies and Procedures
- Comply with the Trust’s Health and Safety requirements.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents, and colleagues

Additional to Note

This is an outline job description only and the post holder will be expected to undertake duties commensurate within the range and grade of the post or any other reasonable duties as directed by the Central Leadership Team.

Duties may be subject to periodic review, in consultation with the postholder, to reflect the changing work composition of the Trust.

Job Description prepared by:	Sign: Tina Powell	Date: 16.02.26
Agreed correct by Postholder:	Sign:	Date:
Agreed correct by Supervisor/Manager:	Sign:	Date:

Person Specification		
	Essential	Desirable
Qualifications & Training		
Qualified Teacher Status (QTS).	√	
Degree or equivalent qualification relevant to teaching.	√	
Evidence of ongoing professional development.	√	
Additional training in SEND, phonics, or curriculum specialisms.		√
First Aid Training		√
Experience		
Experience teaching or working with primary-aged pupils (through employment or placements).	√	
Experience planning, delivering, and assessing learning in line with the National Curriculum.	√	
Experience using a range of strategies to support varying abilities and learning styles.	√	
Experience of supervising other staff and delegating work	√	
Experience working with pupils with SEND or EAL.		√
Experience using formative and summative assessment to track progress.		√
Knowledge & Understanding		
Strong understanding of the National Curriculum and age-related expectations.	√	
Knowledge of effective teaching and learning strategies.	√	

Person Specification		
	Essential	Desirable
Qualifications & Training		
Knowledge of effective teaching and learning strategies.	√	
Awareness of behaviour management techniques and positive reinforcement.	√	
Understanding of current educational issues and developments.		√
Knowledge of how to integrate technology effectively into learning.		√
Skills & Abilities		
Ability to plan engaging, differentiated lessons.	√	
Strong communication skills with pupils, colleagues, and parents.	√	
Ability to create an inclusive, supportive, and stimulating learning environment.	√	
Effective classroom and behaviour management skills.	√	
Strong organisational skills and ability to meet deadlines.	√	
Ability to use assessment data to inform future teaching.	√	
Use of ICT for administration purposes: current Windows based packages including Microsoft Word, Excel, Outlook, and PowerPoint	√	
Awareness of confidentiality and ability to deal appropriately with sensitive or difficult situations	√	
Display the highest levels of integrity and complete discretion and trustworthiness.	√	
Ability to contribute creatively to wider school life (e.g., clubs, events, enrichment).		√

Person Specification		
	Essential	Desirable
Qualifications & Training		
Personal Qualities		
Passion for teaching and commitment to pupil progress.	√	
Positive, enthusiastic, and approachable manner.	√	
Resilience, flexibility, and ability to adapt to changing needs.	√	
Strong sense of responsibility and professionalism.	√	
Commitment to equality, diversity, and inclusion.	√	
Confident, authoritative, and able to work productively with a wide range of staff, parents and pupils	√	
A commitment to safeguarding and promoting the welfare of children	√	
Willingness to take part in whole-school development opportunities.		√
Desire to engage in reflective practice and continuous improvement.		√