



The Sycamore
Church of England
Trust

Grow together, Learn forever

Teacher Recruitment Pack

Closing Date: 5th July 2026



Teacher

Working Hours: 32.5 Hours (Full time)
Base: St Thomas's CE Primary School, Pimhole Road, Bury, BL9 7EY
Contract: Fixed Term 12 months

Required From: 1st September 2026

The Sycamore Church of England Trust are seeking to appoint an enthusiastic and effective Teacher who displays a passion for learning, creativity and a commitment to developing the potential of every child.

As a new teacher joining our teaching team, you will play a significant role in supporting the pupils and parents by promoting our aims, values and ways of working in your everyday practice. You will help promote those strong Christian values that support our learning community. You will be embedding current good practice with the support of our talented team; and supporting in leading learning in the classroom in a creative way, bringing along your own ideas and experiences to help us raise achievement across our school and further develop our inspiring and engaging curriculum.

We are looking for someone who has:

- A proven track record of developing provision which impacts positively on learning and teaching
- Excellent skills in communication, behaviour management and nurturing
- Commitment, flexibility, and enthusiasm
- High aspirations for all children and young people
- Desire for career development through Continuing Professional Development
- Fully embraces the values of our Trust and the opportunities that working within a Trust offers

In return we can offer:

- Children who love learning
- Opportunities to work collaboratively with our Trust Leaders and our partner schools. This includes Trust wide opportunities to develop skills, experience, and professional development.
- An exciting, forward-thinking Trust with a hard-working team of talented and enthusiastic staff and trustees who are committed to providing the best for the children in our care.
- A trust committed to your continuing professional and personal development. All employees will have access to an extensive CPD library to support your current and future career aspirations.
- A Trust committed to the wellbeing of our staff with access to a full range of confidentially offered wellbeing services including counselling, free flu jabs, online GP appointments and physiotherapy.

For an informal chat regarding the role please contact Emma Butler (Head of School) on 0161 764 7565.

Please apply for this role on our website [Vacancies | The Sycamore Trust](#) and the closing date for this role is Sunday 5th July. CVs will not be accepted. Please be aware, if shortlisted that interviews are expected to be held on Thursday 9th July.

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

| Job Description | |
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| Post Title: | Teacher |
| Responsible to: | Headteacher, Deputy Headteacher, Senior Leadership Team |
| Location: (Trust wide working may be required) | St Thomas's CE Primary School, Pimhole Road, Bury, BL9 7EY |
| Main Purpose of the Role | |
| <p>Under the direction of the Headteacher, carry out professional duties of a school teacher as set out in the School Teachers' Pay and Conditions Document. Teach in accordance with the ethos, organisation and policies of the school as a fully committed member of the teach team and as detailed in the specific duties below.</p> | |

Core Responsibilities and Tasks

TEACHING

- A relevant Key Stage class, developing a stimulating and challenging learning environment, which secures effective learning and provides high standards of achievement, behaviour and discipline
- Evaluate pupils' progress, achievement and attainment
- Pastoral care of pupils in the class and contribute with others to the care of pupils in the school
- Plan work in accordance with school schemes of work and National Curriculum Programmes of study
- Liaise with relevant colleagues on the planning of units of work to ensure continuity and progression
- Work in collaboration with Teaching Support Staff attached to teaching groups, relevant to their levels of responsibility
- Take account of pupils' prior levels of attainment and use them to set targets for future improvements, including the management of learning for children with SEND
- Maintain good discipline within both the classroom and the school in general according to school policy
- Set appropriate and demanding expectations for pupils learning, motivation and presentation

ASSESSMENT RECORDING AND REPORTING

- Maintain notes and plans of lessons undertaken and records of pupil's work
- Mark and monitor class and homework, providing constructive oral and written feedback, which is age appropriate, including clear indicators for future learning as appropriate
- Carry out assessment programmes as agreed by school policy
- Maintain pupil assessment records in line with school policy
- Attend appropriate parent's evenings and meetings
- Be familiar with the Code of Practice for the identification and assessment of SEND and prepare and review Individual Target Plans (or other appropriate plans) for pupils.

PASTORAL WORK

- Undertake responsibility for the general welfare for a class/group of pupils as designated by your role
- Be the first point of contact for parental concerns/giving of information
- Monitor and set expectations according to school policy for the social and personal progress of individuals in your class/designated group of children
- Promote good attendance and punctuality and monitor in accordance with school policy

SUPPORT FOR THE PUPIL

- Use specialist (curricular/learning) skills/training/experience to support pupils

- Assist with the development and implementation of Individual Education Plans (provision maps).
- Establish good working relationships with pupils, acting as a role model and setting high expectations.
- Promote inclusion and acceptance of all pupils within the classroom
- Encourage pupils to interact with others and work cooperatively with others and engage all pupils in activities.
- Promote self-esteem and independence, employing strategies to recognise and reward achievement within established school procedure.
- Provide feedback to pupils in relation to progress and achievement under the guidance and direction of the teacher.

SUPPORT FOR THE CURRICULUM

- Implement agreed learning activities/teaching programmes, adjusting activities according to pupil learning styles and individual responses/needs.
- Implement local and national learning strategies
- Support the use of ICT in learning activities and develop pupils' competence and independence in its use.
- Help pupils to access learning activities through specialist support e.g. curriculum/SEN specialism
- Determine the need for, prepare and maintain general and specialist equipment and resources.

SUPPORT FOR THE SCHOOL

- Be aware of and 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).
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/aims/work of the school
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
- Attend and participate in regular meetings as appropriate.
- Participate in training and other learning activities as required
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Undertake planned supervision of pupils out-of-school hours learning activities.
- Supervise pupils on visits, trips and out of school activities as required.
- 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.
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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.
- Treat pupils and family members with respect and dignity and follow safeguarding procedures rigorously.
- 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 school or Trust.

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

Person Specification

| Qualifications, Knowledge, Skills, and Experience | Essential or Desirable | Assessment Method |
|--|------------------------|---|
| Education and Qualifications | | |
| To have attended a DfE recognised training establishment and obtained Qualified Teacher status | Essential | Application Form, Interview, Certificates |
| Training in the relevant strategies , e.g., Literacy/numeracy or in a particular curriculum or learning area e.g., bi-lingual, sign language, dyslexia, ICT | Essential | |
| Knowledge and Experience | | |
| Working knowledge and understanding of national curriculum and other relevant learning programmes/strategies. | Essential | |

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| Working knowledge and general understanding of principles of child development, learning styles and independent learning | Essential | Application Form, Interview, Reference |
| Working knowledge of relevant policies/codes of practice and awareness of relevant legislation | Essential | |
| Understanding of inclusion especially within a school setting | Essential | |
| Experience of resources preparation to support learning programmes | Essential | |
| Can use ICT effectively to support learning | Essential | |
| Substantial experience of working with children (within a specified age range or subject area) within an educational setting. | Essential | |
| Experience of the successful use of behaviour management strategies and engaging learners with challenging behaviours. | Essential | |
| Experience of mentoring/supporting children and working with families | Essential | |
| Experience of working with children with specific learning difficulties. | Essential | |
| Ability to build effective working relationships with all pupils and colleagues | Essential | |
| Ability to adapt own approach in accordance with pupil needs | Essential | |
| Ability to work with children at all levels regardless of specific individual need | Essential | |
| Very good personal numeracy and literacy skills | Essential | |
| Professional Values and Practice | | |
| High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements | Essential | Application Form, Interview, Reference |
| Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners | Essential | |
| Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work | Essential | |

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| Able to improve their own practice through observations, evaluation and discussion with colleagues | Essential |
| Ability to work collaboratively with colleagues, and carry out role effectively, knowing when to seek help and advice | Essential |
| Ability to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning | Essential |
| Ability to promote a positive ethos and role model positive attributes | Essential |
| Willingness to participate in relevant training and development opportunities | Essential |
| Ability to work effectively and confidentially within a team environment, understanding the different roles and responsibilities within a school and trust. | Essential |

Employees of the school 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.