



Rush Common School

Abingdon Learning Trust

RECEPTION LEAD RECRUITMENT
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11 / 09 / 2023



About

ABINGDON LEARNING TRUST

From the outset, the creation of Abingdon Learning Trust remains about maximising opportunities for children and young people in our schools so that each individual can thrive, grow and succeed.

Adding value more widely to the communities in which our schools sit is important to us too, and our Trust-wide commitment to achieving a Net Zero position in two generations of students, by 2035, demonstrates one facet of this.

We believe strongly that local school governors and school leaders know their schools best and are therefore in the position to make decisions for their school most effectively, with much responsibility delegated locally by the Trust Board.

We aim to celebrate diversity and promote equality of opportunity for all who learn and work in our schools and Trust; to create a culture and ethos where inclusion, equality and diversity are embraced; where employment and educational opportunities are open to all; and where everyone in the Trust is treated with fairness, dignity and respect.

We are committed to being the employer of choice in the area, and understand that great staff directly help our pupils and students reach their full potential for a happy and successful life.

Our commitment to staff includes our Wellbeing and Workload Charter and investment in CPD at all ages and stages; an additional structure of teacher Professional Pathways, which include strong support for ECTs, NPQs and preparation for the next professional challenge; and a culture that places carbon reduction towards a net zero position by 2035 at its heart.

We believe in investing for all of our futures.

OUR VALUES

QUALITY to create an outstanding learning community, including strong leadership and governance

OPPORTUNITY to provide the best opportunities for all children to reach their full potential

COLLABORATION to support a shared commitment and dedication to learning

AMBITION for continual improvement and to strive for excellence in all we do

COMMUNITY To be an active participant in our community, leading and supporting initiatives for the benefit of all members of society

Further detail can be found on the *Abingdon Learning Trust website*.



JOB DETAILS

POST OF:

AT:

SUMMARY OF ROLE:

COMMENCEMENT:

CONTRACT TYPE:

SALARY:

Reception Lead

Rush Common School

Lead the Reception Phase of the school

1st January 2024

Permanent Full-time

Main Scale or Upper Pay Scale, with a

TLR2(2) allowance

Letter from the CHAIR OF LOCAL GOVERNORS OR HEADTEACHER

On behalf of the Local Academy Board, I would like to thank you for applying to work at Rush Common School.

The board of governors at Rush Common are enormously proud to be part of what we believe is an amazing school which has gone from strength to strength under the leadership of the current Head, Kristen Fawcett and his leadership team.

If you join the school, you will be part of a committed, hardworking, and outstanding team who always put the children and their success at the heart of everything they do. You will find a shared sense of purpose and community amongst your colleagues who work together to support the children of Rush Common on their journey to be confident and accomplished learners as well as well-rounded individuals. These aspirations are demonstrated in our excellent results which are consistently well above national average as well as through the excellent behaviour seen around the school and in the kindness that the children show each other.

As governors we are a mixed group, comprising parents, members of the local community, employers, and staff: mixed in background, but all united in our support of the school's professional staff and all ambitious to make the school an excellent place to work and an excellent place to be a pupil. We believe that our support, and the challenge we provide, are part of what makes Rush Common a great school.

We hope you will be inspired to work here and will want to join us in our ambition to improve what we do on a daily basis. You will be well supported with opportunities provided to facilitate your professional development both within and outside the school. We look forward to your application.



Introduction to RUSH COMMON SCHOOL

Rush Common School is a welcoming and popular two-form entry Primary School with a capacity of 447 pupils aged between 2 and 11. The school is split into four stages: Preschool, Reception, Key Stage 1 (Years 1 and 2) and Key Stage 2 (Years 3, 4, 5 and 6). Rush Common School converted to an Academy in March 2012 and is part of Abingdon Learning Trust. The school was awarded a Good Ofsted Grading in November 2021.

At Rush Common School, we aspire for our pupils to achieve high academic standards, whilst also developing a wide range of learning and thinking characteristics that prepare them well for their future lives. We aim for pupils to grow into effective communicators, critical thinkers, knowledgeable pupils, creative, confident learners and self-aware and empathetic people. To achieve this, our talented and enthusiastic staff provide a broad ranging, balanced and enriching curriculum.

Every pupil's personal development is highly-valued and we are ambitious for our pupils as they build on individual strengths, whether academic, musical, sporting or artistic. We challenge all of our pupils to be the best that they can be, and provide tailored, targeted support for pupils when required.

Our pupils have a real love of learning and a fantastic attitude towards school and their education. They are happy, active and resilient children, who demonstrate exemplary behaviour. Their ability to articulate their views and opinions and describe their learning is highly impressive and they are very proud of everything they achieve across the curriculum.

We have a wide range of pupil leadership opportunities across the school; this includes Head boy and girl, House Captains, School Parliament, Eco Council, Digital leaders and Play Leaders. As pupils take on and develop these roles we find it grows confidence, allows children to develop a greater sense of responsibility and cultivates an understanding that pupils have a voice in our school.

We are proud of our curriculum enrichment activities and pupils are excited by the opportunities we offer. We teach Mandarin Chinese across the whole school and have found that pupils engage brilliantly with this challenging language. Pupils also participate in forest school and outdoor learning, choir, orchestra, numerous sports teams, history wow days and musical productions to name but a few. We believe these additional opportunities inspire and motivate pupils even further to follow their passions and dreams.



Job Description

JOB PURPOSE

With the Headteacher, Deputy Headteacher and members of the Leadership Team the post holder will:

- Participate as a member of the Leadership Team in working to achieve the aims of the school.
- Work as a member of the Leadership Team to ensure the highest expectations of pupils and staff, acting as a role model to all.
- To be effective and inspirational ensuring the school achieves excellence in every aspect of teaching and learning and that all teaching and associate staff are highly motivated.
- Contribute to the formulation of policies, to the decision-making processes and to the strategic planning required in the leadership and management of Rush Common School both within and beyond the specific areas of the post holder's responsibilities.
- Contribute to the day-to-day operation and management of the school.
- Collaborate with other members of the Leadership Team on shared tasks, and provide mutual support in achieving the outcomes identified above

PRINCIPLE ACCOUNTABILITIES

- Raise standards of achievement through accelerating progress and effectively consolidating learning across the phase.
- Demonstrate consistently good or outstanding teaching (in line with Ofsted criteria) and best practice across the phase and disseminate those skills to teaching and non-teaching team members.
- Develop a system for effective quality assurance of all programmes of activity, projects or change management initiatives.
- Lead in the support, guidance and motivation of staff within the phase.
- Ensure the effective recruitment, development, monitoring and motivation of all staff within the phase.
- Develop collaborative work between identified schools and other educational settings, services and agencies.

KEY RESPONSIBILITIES

- Lead and manage colleagues to ensure that:
 - I. Standards in of teaching and learning and curriculum implementation continue to improve year on year
 - II. Achievement (progress and attainment) by the end of the phase is maintained significantly above national averages
 - III. Quality of education and behaviour in the phase is excellent
 - IV. Transition between phases is both effective and developmental for the child, and collaborative and beneficial for the teachers.
- Carry out regular, effective and supportive performance management appraisals. Provide an appropriate response to staff performance issues.
- Contribute to self-evaluation and CPD when required.
- Respond to challenging behaviour in the phase that meets the threshold for phase leader involvement.



- Respond to parental complaints in the phase that meet the threshold for phase leader involvement.
- Meet regularly with identified external groups for information exchange, implementation planning and identifying other possible projects.
- Contribute, as appropriate, to the work of the School Leadership Team.
- Provide briefings and reports to the Headteacher, staff, Governors and committees as required.

SAFEGUARDING

Abingdon Learning Trust is committed to safeguarding and promoting the welfare of children. All staff must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

The points below are a requirement for the postholder of this position:

- A knowledge and keen awareness of Safeguarding Children matters and an ability to demonstrate personal values and beliefs in accordance with Rush Common School's Safeguarding Children Policy
- Display commitment to the protection and safeguarding of children and young people
- Enhanced DBS disclosure (with Barred List)
- A strong appreciation of child protection issues and the capacity of acting in accordance with Rush Common School's Safeguarding of Children policy
- Reading, understanding and following all aspects of the Rush Common School's Safeguarding Children policies, including informing the Designated Safeguarding Lead (DSL) or Deputy DSL promptly of any concerns
- Comply with safeguarding training expectations

Your contract of employment is directly with The Abingdon Learning Trust. Your main place of work will be Rush Common School, but you may be deployed to work at any school within The Abingdon Learning Trust and carry out those duties that may be reasonably required in relation to such deployment. This will depend upon the role, timetabling and organisational needs of the schools in the Trust and your own individual professional development needs. Any change to your main place of work will be discussed and agreed with you, in advance.

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values



Person Specification

	Essential Criteria - candidates will only be shortlisted if they meet all these criteria	Desirable Criteria
Qualifications	Qualified Teacher status. Degree/PCGE or equivalent qualifications.	Other educational/professional qualifications/evidence of professional development. Non-educational qualifications e.g. sport, music, first aid.
Knowledge and Experience	Significant recent successful experience in Primary School. Evidence of providing excellent provision for pupils and strong attainment and progress outcomes, including pupils with SEN, those at a disadvantage to their peers and more able pupils. Knowledge of the EYFS curriculum. Experience of policy development and review.	Recent attendance on leadership course. Awareness of the additional opportunities and challenges of Academy status. Experience with leading an area/subject in a school.
Professional Skills	Excellent teacher with a proven record of achieving strong outcomes for children over time. To be able to consider the motivation, strengths and needs of colleagues they are leading, such as T.A.s. Ability to implement strategies for raising pupil achievement, including monitoring and evaluating pupil's learning and creating plans as a result. Ability to take ownership of challenging situations within their role. Confidence, clarity and decisiveness in making and carrying out decisions To be able to model good work life balance for colleagues.	Experience in working with other partners Secondary/pre- school, extended services/ITT provider. Experience / training in Safeguarding procedures including Child Protection, risk assessment, safer recruitment etc. Knowledge of Data Management. Excellent IT and computing skills for teaching, learning and management.
Professional Ethos and Commitment	High expectations for self and others and a strong commitment to raising achievements. Commitment to promote partnerships with parents/carers and the wider community. High expectations of pupil behaviour and strategies to meet the personalised learning and emotional needs of every child.	
Personal Qualities	Approachable and excellent interpersonal skills. Solution focussed approach. Be able to manage own work life balance to maintain own well-being. Being resilient and having the ability to remain positive when challenges arise. Ensuring projects are seen through to completion. Ability to innovate and think strategically. Flexible and adaptable. Ability to set and work to deadlines.	





QUALITY
OPPORTUNITY
COLLABORATION
AMBITION
COMMUNITY



Terms of APPOINTMENT

The appointment will be made based on the School Teachers' Pay and Conditions Document (STPCD).

The appointment is for 1 January 2024 and is full time, and permanent.

Rush Common School and Abingdon Learning Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act.

A copy of the school's Safeguarding and Child Protection Policy is here:

<https://www.rushcommonschoo.org/assets/Documents/Attachments/Safeguarding-and-Child-Protection-Policy.pdf>

Applicants must be willing to undergo all the relevant pre-employment checks as laid out in Keeping Children Safe in Education.

How to APPLY

The application window opens on Monday 11th September for a three week period, with applications to be received by 12 noon on Monday 2nd October

To apply, an application form and applicant monitoring form should be downloaded from

<https://www.rushcommonschoo.org/our-school/vacancies/>

Please send the completed forms to:

recruitment@abingdonlearningtrust.org

Shortlisted applicants will be notified following assessment of applications against the person specification and job role requirements. Interviews will take place on Tuesday 10th October.

Please do contact Kristen Fawcett (Headteacher) by phone 01235 533583 for an informal discussion about the role.

We look forward to receiving your application.

