



**Upper Nidderdale Primary Federation**  
Glasshouses Community Primary School  
St Cuthbert's CE Primary School – Pateley Bridge

**Class Teacher – Early Years/KS1**



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# HEADTEACHER'S LETTER

Dear Applicant

On behalf of the pupils, parents and staff of The Upper Nidderdale Primary Federation may I say thank you for your interest in the role of Class Teacher at the Upper Nidderdale Primary Federation.

I have been fortunate enough to be the Executive Headteacher of the federation since April 2021 and at Glasshouses Community Primary School since 2017. Our schools are great places to be, with a team of people who all work together with the children's learning and wellbeing at the heart of everything they do. It is an exciting time to be a part the federation as we continue to explore the many opportunities for our children and staff to work together and learn from each other, it is a privilege to work within this community.

Our schools are a mix of a Community and a Church of England School, we have close links with both our local community and local Church and we expect all staff to respect and uphold our school values.

We encourage all prospective candidates to come and visit our school where you will receive a warm welcome. You will find details of how to contact us within this application pack.

Once again, thank you for your interest in the role and we look forward to receiving your application - Good luck!

**Nicola Thornber**  
**Executive Headteacher**

# WELCOME TO OUR FEDERATION

## **Glasshouses**

At Glasshouses we have three Classes:

Class 1 – Early Years/KS 1

Class 2 – KS1/ lower KS2

Class3 – upper KS2

## **St Cuthbert's**

At St Cuthbert's we have three classes:

Class 1 – Nursery, Reception and Year 1

Class 2 – KS1/lower KS2

Class 3 – KS2

Our Federation offers a vibrant and inspirational curriculum underpinned by a unique ethos of kindness and care for all pupils. We are proud to be recognised for our commitment and work as Unicef Rights Respecting schools and Glasshouses is a school of sanctuary. We are based in the idyllic village settings enjoying the privilege of being in an Area of Outstanding Natural Beauty which is a great resource for learning.

We are blessed with a hardworking and united team, including any temporary staff, who work relentlessly to ensure that every child in both of our schools receives the best education and the best support to meet the SEMH and SEND needs. Our ethos is very much about helping the children to be the best that they can be by developing the skills that are essential to them becoming upstanding members of the community. We believe that when you develop the personal characteristics for learning first, children have the confidence to shine.

The successful applicant will be supported by the SLT and wider leadership team and will have opportunities for CPD. Each school also has a base leader.

As we continue to navigate the impact of Covid-19 on the children and their education, this is an exciting time for our schools as we further develop the curriculum with staff development, training and updated resources. Our children only have one primary education and in these challenging times, our passion must ensure we strive to create inspiring and engaging opportunities for every single pupil.

We foster strong links between home and school as we feel that parental involvement is vital. We have strong PTA groups who raise funds for trips, resources and treats for the children and our staff are fully involved in fundraising events that take place in school.

Further information can be found on our website:

<https://uppernidderdalefed.school>

# HOW TO FIND US

Glasshouses Community Primary School  
Glasshouses  
Harrogate  
HG3 5QH

Telephone: 01423 711440

Email: [admingh@uppernidderdalefed.school](mailto:admingh@uppernidderdalefed.school)



St Cuthbert's CE Primary School  
King Street  
Pateley Bridge  
Harrogate  
HG3 5LE

Telephone: 01423 711407

Email: [adminstc@uppernidderdalefed.school](mailto:adminstc@uppernidderdalefed.school)

# JOB DESCRIPTION

**JOB TITLE:** Class Teacher Early Years/Key stage 1

**GRADE:** MPS /We will consider a strong ECT

**RESPONSIBLE TO:** SLT and Base Leader

## **Purpose**

The successful candidate will be expected to carry out the duties of a teacher in accordance with the Teachers Pay and Conditions Document and other relevant statutory provisions, and to carry out other such associated duties as are reasonably assigned by the Headteacher.

## **Professional responsibilities**

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the areas of learning for Early Years Foundation Stage / Year 1 Continuous Provision in line with the policies of the school.
- To facilitate, support and monitor the overall progress and development of EYFS / Year 1 pupils and designated groups of pupils.
- To foster a learning environment and educational experience which provides pupils with the opportunity to excel.
- To share in the development of the EYFS / Year 1 curriculum, teaching programmes, methods of teaching and assessment and their review.
- To support and contribute to the school's responsibility for safeguarding children.

## **Responsible for**

- Co-operation and close liaison with parents and guardians, professionals within Early Years Foundation Stage / Year 1 and the wider school, including fellow staff and colleagues from external agencies (for example, specialist teachers, health professionals and social workers).
- Working with others to plan and coordinate work both indoors and outdoors.
- Motivating and stimulating children's learning abilities, encouraging learning through experience
- Liaising with the Year 1 / Year 2 staff to ensure the smooth transition between year groups.

## **Generic responsibilities**

- Teaching all areas of the foundation stage / Year 1 curriculum, which is focused on helping the children achieve their potential
- To be part of a team to plan, prepare and evaluate all aspects of EYFS / Year 1 provision.
- Providing pastoral care and support to children and providing them with a secure environment in which to learn.
- Developing and producing visual aids and teaching resources.

- Organising learning materials and resources and making imaginative use of resources.
- Developing children's curiosity and knowledge.
- Working with others and contributing to the strong and experienced team ethos of the school, to plan and coordinate work both indoors and outdoors.
- Observing, assessing and recording each child's progress and preparing reports for external agencies.
- Attending in-service training.
- Ensuring the health and safety of children and staff is maintained during all activities, both inside and outside the school.
- Keeping up to date with changes in the curriculum and developments in best practice.
- To be adaptable, flexible and have a sense of fun and humour.

**Other duties**

- To play a full part in the life of the school community and support its distinct ethos.
- To follow and actively promote the school's policies and procedures.
- To comply with health and safety policy and undertake risk assessments as appropriate.
- To actively pursue own personal and professional development.

SIGNED ..... POST HOLDER

SIGNED ..... HEADTEACHER

DATE .....

# PERSON SPECIFICATION

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>ASSESSMENT</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>- Educated to degree level</li> <li>- Qualified Teacher Status</li> </ul>		- Application form
<b>Experience</b>	<ul style="list-style-type: none"> <li>- Recent experience in KS1 / EYEARS</li> <li>- Experience of planning and delivering the EY and KS1 curriculum</li> <li>- Experience of mixed age class teaching</li> </ul>	<ul style="list-style-type: none"> <li>-Recent experience of KS1 and EY statutory assessment</li> <li>-leading and managing an area of school</li> </ul>	<ul style="list-style-type: none"> <li>- Application form</li> <li>- Application form</li> <li>- Application form</li> <li>-interview</li> </ul>
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>- A thorough knowledge and understanding of the National Curriculum and EY in relation to the post</li> <li>-Ability to create a positive environment for learning with high expectations of behaviour</li> <li>-Pro-active approach to change / development</li> </ul>	<ul style="list-style-type: none"> <li>-Subject specialism(s) and experience of leading subjects in History, Geography, Science, Art</li> </ul>	- Application form and Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>- Ability to relate and build relationships with pupils, parents and other members of the school community</li> <li>- Enthusiasm and commitment to the aims and objectives of the school</li> <li>-approachable with a good sense of humour</li> <li>- Good communication Skills – both verbal and written for a full range of audiences</li> <li>Team player</li> </ul>	<ul style="list-style-type: none"> <li>- Willingness to participate in wider school activities and offer extra-curricular activities</li> <li>-a reflective practitioner with a desire to progress</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Application form</li> <li>- Reference</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>-Ability to prepare and plan effectively.</li> <li>-To have the ability to develop and maintain good professional relationships and contribute positively to curriculum development.</li> <li>-Ability to set high standards and provide a role model for staff and pupils.</li> <li>-Good organisational skills.</li> <li>-Ability to prioritise and manage time effectively.</li> </ul>	<ul style="list-style-type: none"> <li>The ability to contribute to the leadership of a specific curriculum area.</li> </ul>	<ul style="list-style-type: none"> <li>- Interview</li> <li>- Application form</li> </ul>