



THE DIOCESE  
OF GLOUCESTER  
ACADEMIES TRUST  
*unlocking potential*



KS1 Lead

Recruitment Pack

St. Mary's CE Primary School, Tetbury





Dear Applicant,

Thank you for your interest in the position of KSI teacher and KSI Lead at St. Mary's CE Primary School, Tetbury, Gloucestershire.

We are delighted you are interested in this vacancy at our school and would be very pleased to show you around. Please contact the school office on 01666 502275 to arrange a visit during the week beginning 27<sup>th</sup> March.

St. Mary's is a two-form entry Church of England Primary School and is the only school serving the town of Tetbury. Situated in the heart of the town, we enjoy the full support of our community and families. The successful candidate will oversee the four Key Stage 1 classes, working within a team of KSI staff. We are a happy and thriving school and our pupils are eager to learn and full of fun and energy and our staff make up a friendly, supportive and welcoming team.

The closing date for completed applications is midday on **Monday 17<sup>th</sup> April 2023**. Interviews are scheduled to take place on Friday 28<sup>th</sup> April 2023.

To submit your application please email the completed form to [admin@st-marys-tetbury.gloucs.sch.uk](mailto:admin@st-marys-tetbury.gloucs.sch.uk) before the closing date.

Yours faithfully.

Jo Woolley  
Headteacher



The Diocese of Gloucester Academies Trust seek to appoint an

### **KSI Leader**

St. Mary's CofE Primary School in Tetbury are seeking an experienced KSI teacher to inspire a class of KSI pupils and lead KSI. The successful applicant will demonstrate a passion for teaching and learning and be an excellent team player ready to rise to the challenge of leadership. As a member of the SLT, you will lead with enthusiasm and compassion putting the well-being of pupils and excellent pedagogy at the core of all you do. As a new member of The Diocese of Gloucester Academy Trust (conversion in June 2023) we can offer you the opportunity to work within a thriving, forward-thinking trust alongside experienced school leaders and staff

The post is offered as a salary of £40,625 – 43,685.

This is a full-time post.

Further details and an application form can be downloaded from the vacancy area of our website: [www.stmarystetbury.com](http://www.stmarystetbury.com)

If you would like an informal conversation about the role please contact Jo Woolley, Headteacher on [admin@st-marys-tetbury.gloucs.sch.uk](mailto:admin@st-marys-tetbury.gloucs.sch.uk) or 01666 502275

Closing date for applications is midday on **17<sup>th</sup> April 2023**.

The Diocese of Gloucester Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for the successful candidate.



## Job Description

**Job Title:** KSI Leader  
**Responsible to:** Headteacher  
**Line Management:** Deputy Headteacher  
**Contract Type:** Permanent

### Overall Purpose of this post

- To carry out the professional duties of a class teacher as set out in the STPCD
- Meet the expectations as set out in the teachers' standards.
- To lead and develop teaching, learning and assessment in KSI

### Duties and Responsibilities

- To work with middle leaders to lead, manage and develop the curriculum delivered to all KSI pupils.
- Lead and develop the practice of staff working in KSI
- Work with the EYFS team to ensure continuity and progression in the curriculum and a smooth transition into Year 1.
- To keep abreast of all national and local developments relating to the KSI
- Work with external agencies, advisors and school improvement partners
- To collaborate and share good practice and expertise within the SCSP and DGAT
- Use data effectively to assist improvement planning
- Monitor the quality of teaching and learning in KSI
- Record and evaluate pupils' starting points on entry to the school
- Meet the statutory requirements for KSI
- Provide parents and carers with all the necessary and statutory information on KSI
- Assist in the development of school policies and improvement plans relating to KSI.
- Maintain, develop and monitor the use of resources, advising the Headteacher on resourcing needs.
- To report to Governors and other external professionals on the standards and progress made by pupils in KSI.



- Undertake other duties which may reasonably be assigned by the Headteacher or Deputy to ensure the smooth running of the school.

### **Other**

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

It is the practice of the Diocese of Gloucester Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.



## Person Specification

	Essential	Desirable
<b>Personal Values</b>		
Committed to actively promoting the Christian ethos and values of the academy	X	
Committed to the Academy vision	X	
<b>Qualifications</b>		
• Degree and QTS	X	
• Specialism in KSI or have taught in KSI	X	
• Evidence of continued professional development	X	
<b>Experience</b>		
• Minimum 3 years teaching experience in a school setting	X	
• Experience of successfully leading others.		X
<b>Personal Qualities</b>		
Friendly and approachable with strong written and oral communication skills	X	
Well-motivated with the ability to use his/her own initiative	X	
Excellent organisational skills and attention to detail	X	
Flexible and co-operative team worker	X	
Reliable and punctual	X	
Able to work efficiently and accurately under pressure and to prioritise tasks	X	
Confident in dealing with a variety of stakeholders	X	
Professional and honest	X	



### **Additional Requirements**

A DBS will be required prior to appointment	X
Good health and attendance record	X
Excellent and unequivocal references	X
Current driving licence and personal transport	X

## **Background Information**

The Diocese of Gloucester Academies Trust (DGAT) is a Multi-Academy Trust established by the Diocesan Board of Education (DBE) in 2012 to serve schools from across the County. There are current fourteen primary and one infant school within the Trust. Fourteen of the fifteen academies have religious designation as Church of England schools.

The Trust is currently working with a number of schools who are exploring academy conversion. It is therefore anticipated that the Trust will grow in number during 2018 / 2019.

### **The vision and ethos of the Trust**

The vision of the Diocese of Gloucester Academies Trust (DGAT) is to provide children of all faiths and none with excellent educational provision which transforms lives within a caring and supportive Christian ethos.

In achieving this vision, DGAT works with academies which realise the benefits of a collaborative approach to sustaining and developing excellent educational provision. The Trust has therefore adopted a collegiate approach to developing communities of learning, designing flexible models of working which fully utilise the expertise which exists within its schools and in its centrally employed staff. It is an expectation of the Trust that all DGAT academies will play an active role in sharing best practice and learning from one-another, as well as being outward facing and engaging with the wider local and national educational agenda. The ultimate aim of the Trust is to build sufficient capacity within its academies to be self-supporting in order to be fully responsible and accountable for transforming pupil outcomes.

In order to support the Trust's academies, DGAT provides the following support:

- School Improvement



- Christian Character
- HR and Legal
- Finance and Business
- Premises and Insurance
- Compliance and GDPR