MITCHELL BROOK PRIMARY SCHOOL

CLASS TEACHER RECRUITMENT PACK





MITCHELL BROOK
PRIMARY SCHOOL

Welcome to Mitchell Brook Primary School

Thank you for your interest in the vacancy at our school.

Mitchell Brook Primary School is a 3 form entry school based in the south of Brent, north west London. The school is a vibrant, diverse, anti-racist school where all children succeed.

Our School Vision -
'Inspiring the minds of tomorrow to be confident life-long learners; through high Ambition, strengthening a positive sense of Identity and contributing to Society so that every child can succeed'

We tell our children and staff to 'reach for the stars' and that's exactly what we do! It is our firm belief that we are capable of so many amazing things and at Mitchell Brook, we ensure our children get the best of as much as we can give them - just to inspire greatness. For us, it is vital that we give our children as many experiences as possible to ensure that they are well equipped to succeed in today's rapidly moving society. The iconic Wembley Stadium is near to our school and just one of the 'Star Ambitions' we offer the children.

By becoming a staff member at our school, you'll join a dynamic, evolving and passionate community of staff, united by a shared commitment to our vision and underpinned by a drive for academic excellence, outstanding pastoral care and high-quality enrichment, which supports our children in becoming well-rounded individuals. You will be willing to take initiative and go the extra mile to ensure our school vision is met.

Please explore our website and make an appointment to visit. If you have any queries, please email vacancies@mbrook.brent.sch.uk

Best wishes,
Theresa Landreth
Interim Executive Headteacher



MITCHELL BROOK
PRIMARY SCHOOL

KS1 & KS2 Class Teachers

Main Teaching Scale
Required from January 2025

Mitchell Brook Primary is a vibrant, diverse, anti-racist school in North West London. Our school vision supports a drive focused on ambition, identity and society ensuring that all of our children are ready for life in the 21st century and beyond our school.

The school is a dynamic hub of creativity and innovation where the staff have the opportunity to develop amongst like-minded individuals. We are a large school and pride ourselves on the family atmosphere, which supports individual innovation and team collaboration. We pride ourselves on being a diverse school community who strives to give the very best to our children to ensure they are fully equipped to be excellent citizens of the future.

Highly committed to strong outcomes for all, we are looking for class teachers with passion for truly making a difference. By joining our team, you'll join a dynamic, evolving and passionate community of staff, united by a shared commitment to our vision and underpinned by a drive for academic excellence, outstanding pastoral care and high-quality enrichment, which supports our children in becoming well-rounded individuals. This is a school with opportunities to progress for the right candidates.

Our ideal candidate:

If you would like to join our school, you will need to be:

- *Passionate about teaching and learning*
- *An excellent class teacher*
- *Resilient and up for any challenge*
- *Nurturing*
- *Willing to go the extra mile*
- *Racially literate*
- *An effective and active team member*
- *To hold a satisfactory enhanced DBS.*



We are a well-resourced, forward thinking school. Staff are well supported in a friendly, professional environment. We welcome and encourage visits to the school from prospective candidates.

Please email vacancies@mbrook.brent.sch.uk to arrange an appointment if you would like to visit the school and go to the school website at http://www.mbrook.brent.sch.uk/vacancies to download, complete and submit the application pack . Please state your preference for Key Stage if you have one.

Mitchell Brook Primary School is committed to safeguarding and promoting the welfare of our students and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced Disclosure and the successful applicant will be subject to relevant vetting checks.

Closing Date: **Friday 13th November at 12pm**

SUPPORTING WELLBEING & WORKLOAD

Teaching & Learning

- PPA collaboration each week
- Reduced written feedback policy
- Considered lesson planning expectations
- Relevant CPD
- Published schemes to support planning
- Wealth of resources readily available
- Report writing time given
- Some CPD slots are protected for planning, marking and moderation
- Support from LSA, HLTA and inclusion teacher to raise standards

Leadership

- Approachable leadership team
- Leadership support at all phases and levels
- Coaching and support
- External coaching for leaders
- External coaching for global majority teachers
- ECT support with an experienced senior leader and mentor
- Mental Health Champion

Communication

- Weekly written 'staff updates'
- Daily Bulletin
- Half termly important dates calendar
- Staff surveys and feedback opportunities
- Online system to support communication regarding individual children.

Services

- Education Access Programme (EAP) for confidential external support
- Anti-racist focus in all areas
- Laptop for each class teacher
- Filtered water and tea and coffee provided
- Option to join in free school lunches (we have a chef)
- Staff events on site and off site

PERSON SPECIFICATION

01 QUALIFICATIONS & EXPERIENCE

First degree and PGCE or B Ed / B.A. (with QTS) or QTS via employment based route.

02 PROFESSIONAL KNOWLEDGE & UNDERSTANDING

- Have the ability to motivate and inspire pupils to learn
- Teaching reflects subject knowledge, good pace, using formative and understanding of children's strengths and areas for development
- Have knowledge and understanding of the National Curriculum
- Have knowledge of effective teaching strategies to meet the needs of all pupils including SEN, EAL.
- Understand and show a commitment to safeguarding pupils, with an up to date knowledge of relevant legislation and guidance
- Understand the principles of equity and how it may inform whole school policy

03 PROFESSIONAL SKILLS & ABILITIES

- Be an effective and inspirational teacher with strong behaviour management skills
- Be able to plan and deliver sessions and activities appropriate to the needs, interests, experience and knowledge of all pupils
- Be able to provide a caring and nurturing learning environment in which all children feel safe and can thrive
- Ability to assess own quality of teaching and learning and make improvements as required
- Be racially literate
- Have the ability to communicate effectively, verbally and in writing
- Be well organised and pro-active
- Able to manage own work load and keep to deadlines
- Confident in using IT across all curriculum areas
- Commitment to the importance of parental and local community involvement

04 PERSONAL QUALITIES

- Have a passion for teaching all children
- Excellent interpersonal skills and ability to work in partnership with colleagues and teams in order to foster and maintain positive working relationships across the school
- A commitment to promote equal opportunity for all staff and pupils
- Have high expectations of self and others
- Able to provide constructive and supportive feedback to support staff
- Punctual with very good attendance

JOB DESCRIPTION

Main purpose of the job:

- Be responsible for the learning and achievement of all pupils in the class ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012)
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

Duties and responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards (2012). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Teaching

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be accountable for the attainment, progress and outcomes of pupils' you teach
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject)
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
- Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document



Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self control and independence of all learners
- Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures

Team working and collaboration

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document

Fulfil wider professional responsibilities

- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies
- Make a positive contribution to the wider life and ethos of the school

Administration

- Register the attendance of and supervise learners, before, during or after school sessions as appropriate
- Participate in and carry out any administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document

Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well being, refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

Other

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the headteacher

OUR STARS VALUES



SUCCESSFUL



TEAM-FOCUSED



ASPIRING ATTITUDE



RESPECTFUL



SPIRITED

Mitchell Brook Primary School
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www.mbrook.brent.sch.uk