



Appointment to the post of KS2 Grammar and Latin Teacher

Information for Applicants





May 2019

Dear Colleague,

It is with great pleasure that I welcome you to Millbank Academy: our 'Outstanding' two-form entry primary school in central London. Our knowledge-led curriculum inspires, and our excellent teaching challenges, with the result that children achieve highly while enjoying a vibrant and happy school life. We believe in giving children the very best start in life.

Central to achieving this vision is our recruitment and development of outstanding teachers with first-rate subject knowledge, a passion for their subjects and a genuine concern for the children in their care. We do this by providing a supportive and friendly working environment, and through our 'Outstanding' teacher training centre and bespoke CPD programmes.

We can offer you:

- A strong commitment to your professional development and career management, through our Teaching School, talent and leadership development programmes and on site Curriculum Centre.
- Comprehensive curriculum resources and training from our Curriculum Centre.
- Clear opportunities for career progression as we grow to full capacity.
- A friendly and supportive school community.

Our three primary schools are close-knit communities that retain their own separate identities and unique characters, but their staff work closely with colleagues in our other schools to share ideas and to explore new ways of ensuring the best outcomes for our children. We have a **knowledge-led curriculum**. From Year 1 onwards, we gradually introduce teaching by subject specialists.

We hope this information pack encourages you to apply. Please do visit our websites to find out more about our school <https://www.millbankacademy.org.uk/> and our educational family www.futureacademies.org. We encourage you to book an appointment with the school office to tour the school.

To apply, please return a completed application form to Recruitment@millbankacademy.org.uk

I look forward to receiving your application, and to welcoming you to our innovative and ambitious Trust.

Yours faithfully,

Dr Matthew Laban
Headteacher



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Future Academies is a charity regulated by the Department for Education, and is sponsored by Future, charity number 1114396.
Registered office: Lupus Street, London SW1V 3AT

The Trust's Principles

Our work is built on three principles: Knowledge, Aspiration and Respect. These give us a shared language and link the many things we do together.

Knowledge

We believe in the transformational power of knowledge, structured through subjects.

Aspiration

We are ambitious for our pupils, and set high standards for ourselves.

Respect

We value every child and each other.
We respect our planet, our history, and British values.



**FUTURE
ACADEMIES**

Job Description – KS2 Grammar and Latin Specialist Teacher

Job Purpose:

- To deliver outstanding teaching and learning for all children in the class, within the framework of Future Academies' knowledge-led curriculum.
- To maintain assessment records and report on pupils' progress to senior staff and to parents and carer, in accordance with school policy.

The successful candidate will be required to:

- Provide high quality education and care appropriate to the developmental needs of the children, working in partnership with their parents and other agencies as appropriate.
- Teach English grammar and Latin across KS2, in addition to having a form group.
- Manage additional adults within the classroom.
- Ensure that all children are supported to keep safe, stay healthy, achieve and enjoy, make a positive contribution and work towards economic well-being.

Teaching and Learning:

- Deliver the curriculum, as relevant to age and ability, and be accountable for the attainment, progress and outcomes of pupils' taught
- Prepare children for their end of Key Stage assessments
- Be responsible for the preparation and development of teaching materials and plans as appropriate, in collaboration with the rest of their key stage team.
- 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 and be able to use and evaluate distinctive teaching approaches to engage and support and having high expectations for all
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to reflect and respond to the feedback to develop their learning
- Use an appropriate range of observation, monitoring and recording strategies and make accurate and productive use of assessment to secure pupils' progress
- Use relevant data to monitor progress, set targets, and plan subsequent lessons

Relationship with Parents and the Wider Community

- To support families with the induction and well-being of their child when they arrive in Early Years.
- Ensure that parents are well-informed about their child's attainment and progress.
- To develop an effective partnership with parents and help them understand how they can support their child's learning and personal development.
- Involve parents in the learning process through workshops and events
- Develop effective relationships with the community; make meaningful connections with our feeder childcare providers and their parents

Assessment and Evaluation

- To keep appropriate records of individual learners' work and achievements, consistent with school policy; to make a proper contribution to the writing of school reports; to complete National Curriculum assessments as are required.
- Work with other professionals to ensure the use of comparative data about pupils' prior attainment, to establish benchmarks and set targets for improvement
- Use this information to form annual action plans to inform address areas for improvements

Staffing and Resources

- Lead professional development of staff through example, creating strong team work.
- Support the provision of high quality professional development by methods such as coaching, drawing on other sources of expertise where appropriate.

- With support, to manage, monitor and review the range, quality and quantity of all available resources in order to improve pupils' achievements, ensure efficiency and secure value for money.

Safeguarding

- To ensure the safeguarding of pupils in accordance with school policies.

The successful candidate will have:

- A deep knowledge of English grammar.
- A sufficient knowledge of Latin to teach children up to Year 6.
- Excellent written and oral language skills.
- Experience of teaching.
- A clear understanding of how children learn best and how to make accelerated progress.
- Sound data analysis skills
- Experience of working with pupils with special educational needs.
- Experience of working with bilingual pupils and families.
- Have enthusiasm and commitment to high standards of teaching, learning and self-improvement, and be able to demonstrate this.
- Have a calm approach and positive attitude.
- Have good inter-personal skills, e.g. the ability to listen and respond appropriately to children, parents and colleagues.

It is desirable that the candidate has:

- A degree in English, Latin or classics.

Safer Recruitment at Future Academies

Future Academies is committed to safeguarding and promoting the welfare of children and young people. We undertake very thorough checks to ensure that we meet our obligations to protect the children attending our schools. We expect all staff and volunteers to share this commitment and to undergo appropriate checks, including an Enhanced DBS and barred list check. We also ensure staff in a teaching capacity are not subject to a prohibition order or an interim prohibition order. Teachers from the EEA are also subject to a check for any restrictions/sanctions. Those appointed to a management position will be subject to a 'Section 128 direction' to ensure they are not prohibited from taking part in the management of a school.

1. Candidates should be aware that all posts at Future Academies involve some degree of responsibility for safeguarding children and young people, although the extent of that responsibility will vary depending on the nature of the post. All members of staff will have access to the DfE Keeping Children Safe in Education guidance, September, 2016.
2. Longlisted candidates will be required to complete a Disclosure of Criminal Record form and bring the completed form to interview. If the job involves contact with children up to age 8 you will also be required to make a Disqualification Declaration. The information you give will be treated as strictly confidential. Disclosure of a conviction, caution, warning or reprimand will not automatically disqualify you from consideration. Any offence will only be taken into consideration if it is one which would make you unsuitable for the type of work you are applying for. However, offences relating to children may make you unsuitable since this is a "regulated position" under the Criminal Justice & Courts Services Act 2000.
3. If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including those related to children or young people (whether the disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and if so the outcome of any investigation or disciplinary proceedings. If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.
4. You should be aware that provision of false information is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected, and possible referral to the police and/or Independent Safeguarding Authority.

Invitation to Interview – please bring with you:

- Disclosure of Criminal Record, or Disqualification Declaration form in a sealed envelope. This form will be sent to candidates invited to interview.
- Documentary evidence of identity that will satisfy DBS requirements such as a current UK Photo card driving license and/or a current passport and/or a full birth certificate
- Documentary proof of address (i.e. utility bill, financial statement etc.)
- Where appropriate any documentation evidencing a change of name
- Original certificates confirming any educational or professional qualifications that are necessary or relevant for the post
- Evidence that you have the right to work in the UK

Please note that originals of the above are necessary. Photocopies are not sufficient.

Candidates will be asked to account for any gaps in their employment history and to address any discrepancies or anomalies in their application form. We will require information in accordance with statutory guidance for anyone who has worked or been resident overseas in the previous five years.

We will seek references on longlisted candidates and may approach previous employers for information to verify particular experience or qualifications before interview.

Pimlico – The Local Area

Our schools are ideally located in the heart of Pimlico, South Westminster. They are easily accessible by bus, train or tube, and the area has a number of docking stations for the Barclays Cycle Hire scheme.

Pimlico is a busy, vibrant area with an abundance of restaurants, cafes and shops, although it remains predominantly a residential area. Victoria, just a short walk or bus ride away, offers a fashionable shopping precinct, Cardinal Walk, with a variety of shops, banks and a Marks & Spencer store. The House of Fraser department store and many other well-known shops are on Victoria Street. Trendy Sloane Square, with its chic shops and lively restaurants, is also close by. Other amenities include the Queen Mother Sports Centre and Dolphin Fitness.

Pimlico is known for its pretty garden squares and impressive Regency architecture, and we are lucky to have Tate Britain within walking distance. Pimlico has had a few famous residents: Winston Churchill lived in Eccleston Square, and Mozart composed his very first symphony when he was an eight years old staying in Ebury Street.

