



Primary Teacher Candidate Pack

Candidate Pack



NORTHFIELD
PRIMARY SCHOOL



About the Trust.

Achievement Without Excuses.

We have an unwavering focus on achievement. This is paramount so that all of our children and young people enjoy greater life chances.

We take responsibility for ensuring that they succeed. We own our own performance and do not rest on our laurels or seek to blame others.

Excellence As Standard.

We set high standards. "Good enough" is simply not. We do not accept second best from our students or ourselves.

The Trust aims to be a highly reliable school improvement organisation that is disciplined in its approach to improving performance. A Trust with clear plans and simple and precisely executed systems that not only develop and sustain excellent performance, but never stifle individual flair.

Stronger As One.

We take collective responsibility for each other and the results of all of our children and young people. We enjoy sharing our success as a Trust while recognising the strengths of individuals and each school. To this end, collective accountability is rooted in a "if one fails we all fail" mentality.

As a family of schools we collaborate with each other, challenge each other and share best practice. We do not let competition get in the way of our desire to get the best outcomes for all.

Our Mission.

Running top-quality, high-achieving schools that give our children and young people the chance in life they deserve.

Our Vision.

Where every child and young person makes outstanding progress.

Our People Matter.

We know that our people make a difference to the lives of our 3-16 year olds. We want to make our schools places where great teachers want to teach, lead and build a career. Investment in the recruitment, development and retention of the best people is a top priority.

We aim to provide professional work environments where our people have the support and tools to do a great job and push our children and young people to scale new heights in a safe and secure environment.

Students Come First.

Our schools are run for the benefit of children and young people, not the ease of adults. Their achievement comes first and staff in schools and the central Trust office work to this end.

The Trust aims to keep low priority tasks away from front line teachers and leaders so that they can focus explicitly on our core business of teaching and learning.

Our Schools.

The Pontefract Academies Trust family includes a range of schools across Pontefract. We provide education from nursery through to primary and then onto secondary.

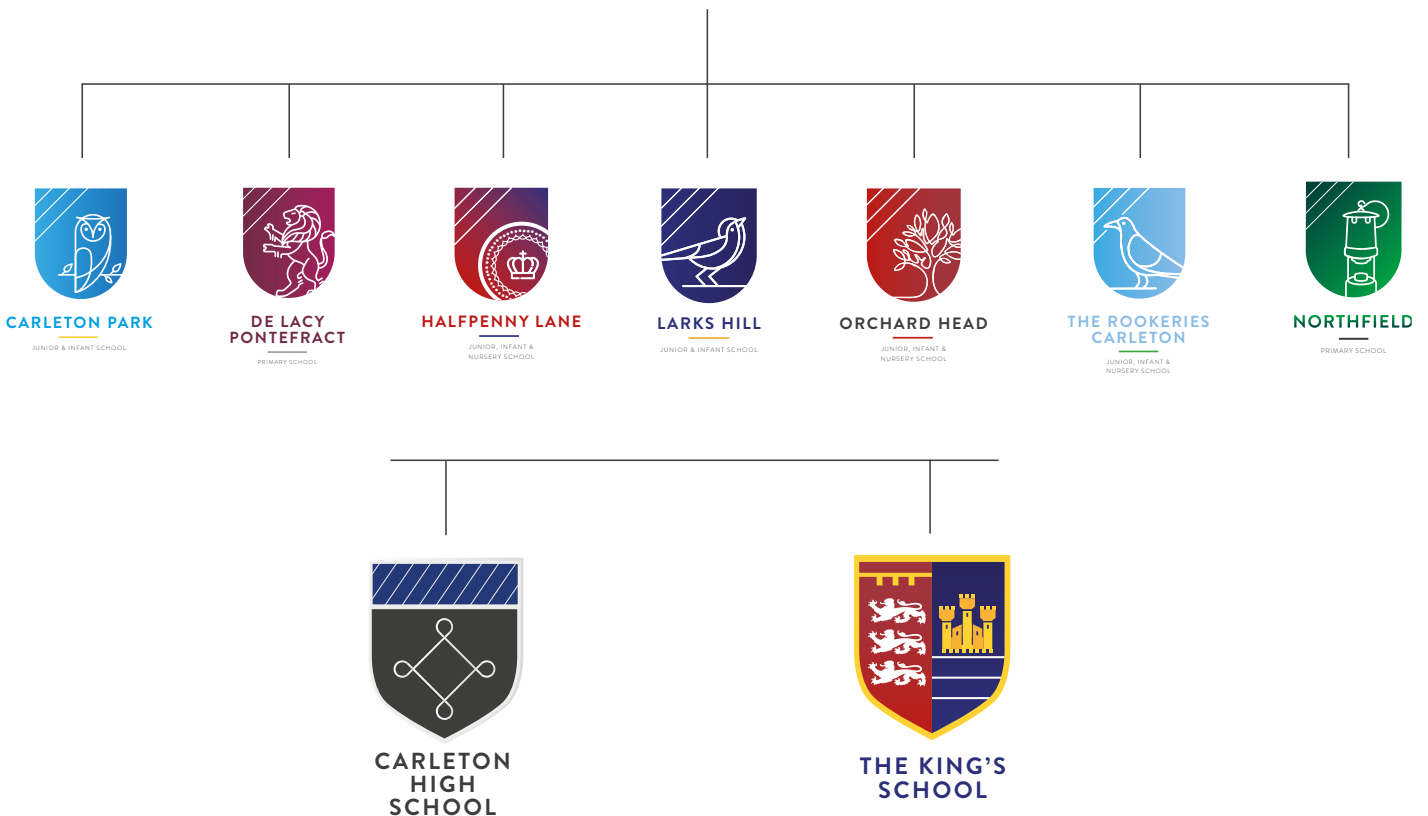
Each school is individual and responds to the needs of its local community to provide the best possible opportunity for its young people. However, being part of a Multi Academy Trust means each school can benefit from shared resources and systems that allow collaboration for the benefit of our children and young people.

9 SCHOOLS

ONE TRUST



PONTEFRACT
ACADEMIES TRUST



About Northfield Primary School

Northfield Primary School are proud to have recently joined one of the country's highest performing Trusts. Our school is firmly rooted in our local community and we believe that strong community ties enhance the educational experience for our students. We believe in laying the foundations on which children can build their futures. Our committed team of staff are dedicated to providing a well-rounded education that empowers children to reach their full potential. We believe that each child is unique and possesses their own set of talents and abilities, and it is our mission to help them discover and develop these qualities.

Our school is not just a place of learning; it's a vibrant and inclusive community that values diversity and promotes a sense of belonging. We encourage open communication between parents/carers, teachers, and children to ensure that every child feels supported and is successful.

As we embark on this new journey as a member of Pontefract Academies Trust, we are excited about the opportunities that lie ahead for our staff, students and our wider school community.



Perseverance
Respect
Independence
Determination
Excellence





Welcome

Introductory message from Mr Ayre, Headteacher.

Welcome to Northfield Primary School, where we are on an extraordinary journey of transformation. Since joining Pontefract Academies Trust in December 2023, we have been at the heart of a remarkable turnaround. With ongoing improvements in our school, building and community, we are creating something truly special.

Our journey is already yielding impressive results for all pupils. Last academic year, our Key Stage 2 outcomes and Phonics results exceeded the national average, a clear indication of the commitment and hard work of both our pupils and staff. This success is just the beginning, and we are focused on building upon it to ensure that every child reaches their full potential.

The creation of our school values: Perseverance, Respect, Independence, Determination and Excellence permeate throughout the school – children really do have a PRIDE in our school.

Another key achievement has been our significant improvement in attendance. Year-to-date, our attendance is an outstanding 97%, a full 4% higher than at this time last year. This remarkable improvement is a clear reflection of the positive, engaging environment we are creating and our strong links with the community – it shows that all our children are excited and eager to come to school each day.

As part of the Pontefract Academies Trust, Northfield Primary benefits from the support and collaboration of six other high-performing primary schools and two secondary schools. This unique network of expertise and shared resources provides exciting opportunities for both our children and staff to thrive. With subject experts creating a comprehensive curriculum bespoke to the children we serve – time then can be spent on adapting this to meet the needs of individual pupils.

Northfield's Senior Leadership Team brings experience from outstanding schools within the Trust, ensuring that we have the leadership and expertise necessary to drive our continued success. Together, we are committed to nurturing academic excellence and fostering strong character in every child.

At Northfield Primary School, we believe in providing our staff with the tools and opportunities to grow professionally and personally. As part of our commitment to development, we offer the following:

- **Everyday Development (EDD) Framework:** A forward-thinking approach to professional development, where staff can take ownership of their career progression. We empower you to shape your future while ensuring your skills and expertise grow to meet your personal and professional goals.
- **Energise & Engage Weeks:** These 'no meetings' weeks support work-life balance, and allow for an early finish on designated days.
- **Access to the Schools Advisory Service (SAS):** A valuable resource that provides additional support and services for staff to access.
- **Network Access to Other Leaders Across the Trust:** Supports subject and pedagogical expertise.

We offer a collaborative and supportive environment where our staff are valued, and where professional growth is actively encouraged.

Thank you for considering joining Northfield Primary School at such an exciting time. With our strong foundation and ongoing improvements, we are ready to welcome individuals who share our ambition to continue making a lasting impact on the lives of our children.



Mr Ayre
Headteacher

Job Description: Teacher (Primary Provision)

Reporting to:	You will have a named line manager (e.g. a middle or senior leader)
Salary:	MPS/UPS
Term:	Permanent – Full time
School Base:	Northfield Primary School

Job Purpose Summary

- Secure outstanding outcomes for pupils through outstanding provision;
- Demonstrate high-quality teaching to ensure pupils can make accelerated progress;
- Use effective resources and uphold the highest standards of learning and achievement for all pupils;
- Liaise effectively with colleagues to ensure consistency of approach in teaching and learning across the whole school, and wider Trust;
- Promote the vision, culture and ethos of the Pontefract Academies Trust (PAT);
- To meet the Teachers Standards;
- To maintain a good understanding of the whole school's curriculum plans and assessment and behaviour policies;
- All other duties are outlined in the School Teachers' Pay and Conditions Document;
- To deputise for the Designated Safeguarding Lead when required.

Key Responsibilities and Accountabilities

Teaching and Learning

- Plan work in accordance with the Trust's schemes of work and national curriculum requirements;
- Assist in developing appropriate specifications (syllabuses), schemes of work, resources, teaching strategies and related policies and procedures;
- Take account of pupils' prior levels of attainment and use them to set future targets;
- Maintain good discipline by following the behaviour policies and procedures;
- Ensure punctuality and establish a purposeful working atmosphere during all learning activities;
- Maintain excellent classroom management with due regard to health and safety policies;
- Set appropriate and challenging work for all pupils;
- Identify and work appropriately with 'special educational needs' pupils and 'academically more able' pupils.

Assessment, recording and reporting

- Keep appropriate records of pupils' work;
- Mark and return work set, including any homework within an agreed and reasonable time;
- Use the agreed marking scheme at all times;
- Carry out assessment programmes, as agreed by the school or department;
- Complete records of achievement in line with school policy;
- Complete pupil reports in line with school policy;
- Attend parents' evenings as required and keep parents informed about their child's performance and future targets.

Pastoral responsibilities

- Monitor and set targets for the social and academic progress of all pupils in the class;
- Endeavour to build up a good relationship with the pupils, so that they will look to the teacher for support and advice;
- Command high standards of pupil behaviour and conduct at all times and support the school in its application of related policies;
- Report issues of concern to the appropriate senior staff or pastoral support staff;
- Maintain an accurate register of attendance and do everything possible to encourage good attendance.

Job description continued on next page

Job description continued

Other duties

- Attend and contribute to team and full staff meetings;
- In relation to the Trust's strategic plan, contribute towards the goals and targets;
- Maintain a professional interest in educational initiatives and developments;
- Communicate effectively and professionally with parents and carers on pupil progress and welfare, if appropriate;
- Support out of school activities;
- Maintain an engaging a purposeful learning environment;
- Direct teaching support staff to ensure they are clear on how they can support pupil's learning;
- Contribute to the school's extra-curricular programme;
- Commitment to own professional development and maintain a record of professional development activities;
- Maintain a professional interest in educational initiatives and developments.

Contribution to whole school

- Comply with, and assist, with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person;
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop;
- Maintain an inclusive learning environment for all pupils;
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with others, to support achievement and progress of pupils;
- Take the initiative as appropriate to develop appropriate multi-agency approaches to supporting pupils;
- Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others;
- Deliver out of school learning activities or duties within guidelines established by the school;
- Contribute to the identification and execution of appropriate out of school learning activities, which consolidate and extend work carried out in class.

Responsibilities for Resources

- Effective use of materials and resources

Responsibilities for Budgets and People

- None

Performance Management and Review

- Objectives and professional development plans will be balanced between the Trust, personal and school-focused objectives and will be formally agreed with your line- manager at the start of the review period. Ongoing support and monitoring will be provided through regular 1:1s, peer support, and external mentoring or CPD where required;
- The annual appraisal process will be used to assess performance against agreed objectives and professional development plans in accordance with the Trust Appraisal Policy.

Core responsibilities and duties

All postholders are required to:

- Ensure that you understand and comply with the Trust Health and Safety Policy by following the relevant procedures that are in place;
- Read, uphold and promote the safety and well-being of pupils as set out in the Trust safeguarding procedures;
- Promote high standards of personal professional conduct in accordance with the Trust Employee Code of Conduct;
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, data protection and confidentiality, reporting all concerns to an appropriate person;
- Be aware of and support difference and ensure equal opportunities for all;
- Contribute to the overall vision and values of the Trust;
- Appreciate and support the role of other professionals;
- Work effectively as part of team;
- Attend relevant meetings, as required;

Job description continued on next page

Job description continued

- Participate in training and other learning activities and performance development as required;
- Treat all users of the school with courtesy and consideration;
- Present a positive personal image, contributing to a welcoming school environment which supports equal opportunities for all;
- Be proactive in seeking appropriate advice and guidance where required;
- Flexible and willing to work between different sites as required.

The duties and responsibilities highlighted in this description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis.



Person Specification.

No.	Categories	Essential or Desirable	Assessed by	
			Application Form	Interview or Task
1.	QTS or equivalent qualified teacher accreditation;	E	✓	
2.	Degree/PGCE or equivalent qualifications;	E	✓	
3.	Other professional qualifications;	D	✓	
4.	Understanding of Safeguarding and Child Protection issues;	E	✓	✓
Experience and Knowledge				
5.	Experience of basic technology, PC, internet, MS Office packages;	E	✓	✓
6.	Sustained track record of successful performance as an excellent teacher in relevant subject area;	E	✓	✓
7.	Excellent knowledge and understanding of how to use and adapt a range of teaching, learning and behaviour management strategies, including how to personalise learning to provide opportunities for all learners to achieve highly;	E	✓	✓
8.	Experience of supporting SEND pupils or pupils with behavioural issues;	E	✓	✓
9.	Excellent knowledge and well-informed understanding of the assessment requirements and arrangements for the curriculum areas being taught;	E	✓	✓
10.	A depth of knowledge and experience to be able to give advice on the development and well-being of children and young people;	E	✓	✓
11.	Demonstrate highly effective pedagogical practice;	E	✓	✓
12.	Have an excellent knowledge and understanding of the relevant subjects/curriculum areas and related pedagogy, including how learning progresses within them;	E	✓	✓
13.	Have an excellent knowledge on matters concerning equality, inclusion and diversity in teaching;	E	✓	✓
14.	Experience of forging community/voluntary/ parent and partner agency links;	D	✓	✓
15.	Experience of dealing with the behaviours not conducive to learning and able to deal with a variety of situations;	E	✓	✓
Abilities and Skills				
16.	Excellent ability to assess and evaluate;	E	✓	✓
17.	Ability to know how to improve the effectiveness of assessment practice in the workplace, including how to analyse statistical information to evaluate the effectiveness of teaching and learning across the school;	E	✓	✓
18.	Have an excellent ability to provide learners, colleagues & parents/carers with timely, accurate and constructive feedback on learners' attainment, progress and areas for development that promote pupil progress;	E	✓	✓
19.	Possess the analytical, interpersonal and organisational skills necessary to work effectively with staff and leadership;	E	✓	✓
20.	Understanding of pupil's welfare and pastoral needs;	E	✓	✓
21.	Full working knowledge of relevant policies/codes of practice legislation;	E	✓	✓
22.	Work as an effective team member and apply directions/instructions;	E	✓	✓
23.	Ability to participate professionally in meetings;	E	✓	✓
24.	Ability to relate well to children and young people;	E	✓	✓
25.	Able to organise self to plan and complete tasks;	E	✓	✓
26.	Deal with pupil's personal and other crisis;	D	✓	✓

Person Specification.

No.	Categories	Essential or Desirable	Assessed by	
			Application Form	Interview or Task
27.	High personal standards;	D	✓	✓
28.	Reliability, integrity and stamina;	E	✓	✓
29.	Respect confidentiality;	E	✓	✓
30.	Commitment to personal development and learning.	E	✓	✓

Employee Benefits.

We're passionate about employee benefits at Pontefract Academies Trust, offering the following as standard to all:

- Exciting career and leadership pathways supported by outstanding CPD opportunities
- Everyday Development Framework that supports flexible goals
- Personal Development Days for self-reflection and career planning
- Energise and Engage Weeks throughout the year where no meetings take place
- Generous employer pension (Teachers Pension)
- Laptop
- Fantastic family friendly policies
- Discounted gym membership
- Employee wellbeing programme (including physiotherapy, health, finance, wellbeing).
- Free flu vaccinations
- Discounts at numerous retailers including O2

How to Apply.

We are hosting a virtual coffee morning for prospective candidates to meet some of our team and ask any questions you may have about the role or our Trust. To book a time slot, please [click here](#).

If you are unable to make these dates but would still like a discussion regarding this role, please contact Joe Ayre, Headteacher, via email at recruitment@northfield.patrust.org.uk

To apply for this vacancy please submit your application form via our website using the following link:
<https://www.pontefractacademiestrust.org.uk/vacancies>

Key Dates

Application Deadline: Friday 25th April at 10am

Interview Date: Wednesday 30th April 2025

Start Date: Monday 1st September 2025

We look forward to hearing from you.



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✉ @PontefractAT

in Pontefract Academies Trust

Registered Company: 08445158

Pontefract Academies Trust are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to DBS checks along with other relevant pre-employment checks (including online checks).