



**Part time Rec/Year 1 Class Teacher (*Mixed aged class*)**

**Start date: 13<sup>th</sup> April 2026**

**Recruitment Pack**

**Coaley C of E Primary Academy**



Dear Applicant,

Thank you for your interest in the post of Class teacher.

Coaley C of E Primary Academy is part of a wider family of schools. Originally established in 2012 as one of the first Diocesan Multi-Academy Trusts, The Diocese of Gloucester Academies Trust is now recognised as a successful and growing Trust. There are currently 24 primary schools within the Trust family, including 22 church schools and two community schools.

I hope the information enclosed in this pack, along with the job description and person specification will provide you with a helpful context for this role. You may also find our school website <https://www.coaleyacademy.co.uk/web/> and the Trust website - [www.dgat.org.uk](http://www.dgat.org.uk) - useful sources of information.

If you would like an informal chat to inform your decision about applying for the role I would be pleased to hear from you. I'm sure you will find that we have much to offer. Details of how to contact me can be found on page three of this pack.

The closing date for completed applications is **Friday 30<sup>th</sup> January 2026, at 12 noon**. Interviews are scheduled to take place on **Wednesday 4<sup>th</sup> February 2026**.

The start date for this role is **Monday 13<sup>th</sup> April 2026 (unless available to start before this date)** and is a part-time (two days) permanent role.

To submit your application please email the completed form to Vicki Cowan [recruitment@dgat.org.uk](mailto:recruitment@dgat.org.uk) before the closing date.

Yours faithfully,

Miss Jen Thomas  
Headteacher

The Diocese of Gloucester Academies Trust seek to appoint a

**Part-time Rec/Year 1 Teacher (mixed class)**

Coaley C of E Primary Academy is looking to recruit a dedicated teacher who strives to make a difference to join our thriving school.

We are looking to recruit a teacher who shares our vision and ambitions for the young people of this community. We are looking for an experienced teacher who can motivate and inspire children. A teacher who understands that quality teaching and learning improves outcomes for all children socially and academically. This is a great opportunity for the right candidate and they will be joining a school that will encourage individuals to flourish.

**You will be joining:**

- A wonderful village school situated in the idyllic village of Coaley surrounded by fields and hills. We are very lucky to be able to offer Forest School provision all year around in our stunning setting.
- The Coaley family; a community of supportive and caring individuals who strive for the absolute best and cherish each and every individual
- A highly motivated and passionate group of staff who work in the best interests of the children.
- A school that understands the importance of staff development and well-being. We promote the opportunity to receive high-quality professional development by working with our DGAT family and other well-regarded CPD programmes to maintain high standards and expectations in all areas of school life.
- Staff who care for the children and more importantly, each other. As a family, we really do flourish at Coaley.

Further details and an application form can be downloaded from the vacancy area of our website or by emailing Sian King, via [admin@coaley.dgat.org.uk](mailto:admin@coaley.dgat.org.uk)

If you would like an informal conversation about the role please get in touch with Jen Thomas, Headteacher, via 01452 890358.

The closing date for applications is **Friday 30<sup>th</sup> January 2026, at 12 noon.**

**Other information that might help you decide if this is the role for you**

Usual working days and times:	Thursday & Friday
Work environment	School, classrooms
Dress code:	Smart/ Casual
Employee benefits:	<p>Free and confidential employee assistance programme available 24/7</p> <p>High quality professional development – please see the DGAT Continuous Professional Development and Learning Brochure for more information here: <a href="https://www.dgat.org.uk/cpdl-and-events">https://www.dgat.org.uk/cpdl-and-events</a></p> <p>A range of clear and supportive policies.</p>

**Please note:**

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. The Trust also requires consent from applicants to carry out online searches of publicly available information, including social media, prior to interview.

All posts are subject to satisfactory references.

## 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 currently twenty-one primary, one junior and two infant schools within the Trust. Twenty-two of the schools have Church of England designation.

The Trust is happy to work with schools that are exploring academy conversion and intends to continue to welcome more schools to our family.

### *Our vision is to enable all to flourish.*

Our vision is rooted in our Christian foundation and our belief that all within our family should experience life in all its fullness.

### *Our aims are to be:*

- Authentically Christian
- Boldly passionate about excellence in learning
- Relentlessly driven in our aspiration for everyone

### *Our core principles:*

- We aspire to be the best we can be in an ever-changing environment - providing opportunities for all to flourish
- Within our DGAT family we cherish everyone as individuals; appreciating and celebrating diversity
- We act with integrity; we are open to challenge and we are reflective about our practice
- We treat everyone with dignity and respect
- Through collaboration, in a nurturing community, we grow, learn and achieve

### *School is Trust and Trust is School*

In order to support our family of schools, DGAT provides the following support:

- School Improvement
- Christian Character
- HR and Legal
- Finance and Business
- Premises and Insurance



## Job Description

**Job Title:** Part Time Class teacher

**Type of Contact:** Permanent

**Responsible to:** Headteacher

**Job Purpose:** To carry out the functions of a teacher in accordance with the Teacher Standards and the stated aims and objectives of Coaley C of E Primary Academy.

### Main Responsibilities

- In consultation with the Headteacher, to plan, design and produce teaching materials and resources which are appropriate to age and ability and are in accordance with the school's curriculum development plan.
- In accordance with the scheme of work, plan, deliver and review lessons which are appropriate to the age and ability of the students so as to facilitate progression in students' learning
- Assess, record and report on the development, progress and attainment of the students assigned to him or her within the school guidelines
- Manage the classroom and teaching equipment so as to create a positive learning environment which makes effective use of available resources.
- Attend meetings, and carry out administrative tasks and duties as specified in the Staff Handbook
- Provide and facilitate the general progress and well-being of any individual student within any group of students assigned to them, providing guidance and advice to students on educational and social matters
- Implement the school's policy with regard to registration, student absence, dress code and enforce the school's rules relating to behaviour and health and safety
- Participate in weekly staff continuous professional development sessions and training days

- Be involved in the school's Performance Management process, to engage in professional development activities so as to enhance personal performance, fulfil

personal potential and be able to participate effectively in the implementation of the School's goals and Development Plan

- Ensure effective communication with all colleagues (teaching and support staff)
- Provide regular support and guidance when required for all teaching and support staff
- To participate in appropriate meetings with colleagues and parents relative to the above duties

### **Professional Knowledge, Understanding and Skills**

The teacher will:

- Deliver learning in accordance with the curriculum, national guidelines and the school's strategy and whole school development.
- Have strong subject knowledge of the primary, and early years, curriculum.
- Keep their knowledge, skills and understanding up to date.
- Continually be reflective, critically evaluating their own practice.
- Understand what constitutes good practice and high standards in teaching and learning.
- Provide quality educational provision for all groups of pupils and demonstrate effective practice for raising pupils' achievements.
- Be willing to use a variety of teaching strategies to engage all learners.
- Have a good knowledge of how scaffolding can support the learning of all pupils and put this into practice.
- Understand how the curriculum supports the ethos and values of the school.
- Promotes pupils' spiritual, moral, social and cultural development
- Promote equality as an integral part of the role and treat everyone with fairness, respect and dignity.



- Be a role model to pupils and all stakeholders
- Have high expectations of standards and behaviours

- Have a positive approach to behaviour management, using the school's behaviour policy for guidance.
- Commit to the personal welfare and safeguarding of all children, including having a sound knowledge of child protection.
- Have an ability to make cross-curricular links and use these to enhance learning.
- Recognise health and safety is the responsibility of every employee, to take responsible care of self and others and to comply with the Schools Health and Safety policies and any school-specific procedures or rules that apply to this role.
- Ensure that records of pupils and the provision made to meet their needs are kept securely in line with GDPR, are maintained and kept up to date.

### **Planning and Assessment**

The teacher will:

- Have a thorough knowledge of all pupils in the class, understanding their starting points and capabilities.
- Plan a varied, balanced, and appropriate curriculum which supports the needs of all pupils and ensures all pupils reach their potential.
- Assess, plan and deliver teaching and learning, consistently monitoring and reviewing outcomes to overcome barriers to pupils' learning and secure progress.
- Systematically assess and record pupils' academic progress and other areas of their progress and use the results to inform the next steps.
- Report on individual pupils' progress to the headteacher and parents, as required.
- Develop an understanding of how to use current research findings to inform practice.

### **Additional Responsibilities**





- To be a Subject Leader to an assigned subject or subjects if required, and to carry out related duties in accordance with the subject lead job description.



### **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.

### Class Teacher Person Specification

We are ideally seeking to appoint a candidate with the following qualities

	Essential	Desirable
<b>QUALIFICATIONS</b> Evidenced in: - application form	<ul style="list-style-type: none"> <li>Qualified teacher status</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of ongoing professional development</li> </ul>
<b>EXPERIENCE</b> Evidenced in either: - letter of application - interview - application form	<ul style="list-style-type: none"> <li>Successful primary teaching experience</li> <li>Working effectively in a team</li> <li>Experience in teaching in the primary phase or EYFS</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a church school</li> <li>Evidence of exceptional progress made by individuals and groups</li> <li>Working in mixed age classes</li> </ul>
<b>PROFESSIONAL KNOWLEDGE, UNDERSTANDING &amp; SKILLS</b> Evidenced in either: - letter of application - interview	<ul style="list-style-type: none"> <li>Enthusiastic, inspirational teacher</li> <li>Knowledge of National Curriculum, National Initiatives and recent developments</li> <li>Ability to create a supportive and positive learning environment</li> <li>Knowledge of principles of Assessment for Learning</li> <li>Promote enjoyment in learning</li> <li>Ability to communicate clearly both orally and in writing</li> <li>Good ICT skills, particularly using ICT to support learning</li> </ul>	<ul style="list-style-type: none"> <li>Experience in leading and supporting staff members</li> <li>Delivery/leading on SDP priorities</li> </ul>
<b>TEACHING &amp; LEARNING</b> Evidenced in either: - letter of application - lesson observation	<ul style="list-style-type: none"> <li>Match teaching to the pupils' individual needs with high expectations for children's attainment and progress</li> <li>Use a variety of teaching styles, including individual group and whole class approach</li> <li>Plan and deliver a curriculum entitlement to include pupils of all abilities</li> <li>Knowledge of effective teaching and learning strategies</li> </ul>	



<b>ASSESSMENT &amp; MONITORING</b> Evidenced in: - interview	<ul style="list-style-type: none"> <li>• Use assessment to set targets for pupils</li> <li>• Use effective monitoring techniques to ensure targets are met</li> <li>• Ability to communicate pupils' progress effectively to key partners</li> </ul>	
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<b>QUALITIES</b>  Evidenced in either: - letter of application - interview - reference	<ul style="list-style-type: none"> <li>• Sympathetic to our Christian ethos</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Ability to sustain personal motivation and commitment to continued professional development of self</li> <li>• Good personal presence</li> <li>• Willingness to participate in the life of the whole school and deliver an extracurricular club</li> <li>• Reflective practitioner</li> <li>• The ability to build relationships with all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to offer extra-curricular activities and go that extra mile</li> </ul>
<b>ESSENTIAL</b>	<ul style="list-style-type: none"> <li>• Commitment to safeguarding and equality</li> <li>• Commitment to safeguarding confidentiality at all time</li> </ul>	