



Nacton C of E Primary School
Y3/4 Class Teacher

Candidate Information Pack 2025

Nacton C of E Primary School
The Street
Nacton
Suffolk
IP10 0EU

Tel 01473 659370

Email: admin@nacton.suffolk.sch.uk

Information about the school

Number of children on roll: 93 (PAN 14)

Dear Applicant,

Thank you for requesting information about the Y3/4 Class Teacher position at Nacton C of E Primary School.

Enclosed you will find the job description and person specification.

Nacton C of E Primary School is a small village school with a family feel. We build strong foundations, rooted in the teachings of the Bible and example of Jesus, to enable our children to reach their fullest potential. They learn to value themselves, cherish one another and take responsibility for the world. From this sense of security and belonging, it is our aim that they 'flourish and fly' now and in the future.

I have been Headteacher here since September 2023. Nacton is a school full of potential and I am really excited about the journey we are taking. We have a great team and the MAT is really supportive.

Our values are central to school life. These include compassion, community, respect, friendship, endurance and curiosity. We are looking for someone who shares these values too.

If you want to find out more about our school do check our website - <https://www.nacton.suffolk.sch.uk> or come and meet us!

Closing date: 9am 26th March 2025

Interview date: 1st April 2025

Nacton C of E Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Successful applicants will need to provide evidence of their identity and the 'Right to Work in the UK'. An enhanced DBS check is required for all successful applicants and we will seek two references (one being your most recent employer).

I look forward to receiving your application.

Yours sincerely,

Gemma Taylor
Headteacher

Enclosed

1. Job Description
2. Person Specification

Nacton C of E Primary School

Teaching Staff Job Description

TITLE:	Y3/4 Class Teacher
Organisation:	Nacton C of E Primary School
Place of work:	Nacton
Pay range/ point:	Main Pay Range
Job Term:	Full time
Responsible to:	Headteacher
Date:	September 2025

PURPOSE OF THE JOB:

To teach a class of KS2 pupils and the associated pastoral care and administrative duties in the respect of the children in the class as well as the general responsibilities in the school as agreed by the Headteacher. This job description may be amended at any time, according to the changing priorities of the school as identified within the school's strategic plan and in consultation with the post holder.

Professional Duties:

To fulfil the DfE teacher standards 2012 including;

- To plan, prepare and teach the National Curriculum in line with statutory requirements and the school's schemes of work, ensuring teaching of the highest standard.
- To create a stimulating, organised, interactive and informative learning environment that encourages each child to achieve their potential.
- To work co-operatively as part of a team, including planning work for support staff.
- To monitor and assess pupils' work, using these assessments to inform planning and set targets that promote continuity and progression.
- To ensure the individual needs of the pupils are met through differentiated work, allowing for the highest standards to be achieved by all.
- To liaise with both school support staff and external agencies in order to develop appropriate approaches in Special Educational Needs in respect of children in the class.
- To work in partnership with parents and other members of staff to promote the wellbeing and educational progress of each pupil.
- To follow school policies under the direction of the Head teacher.
- To work towards equal opportunities in both class and school and to be aware of the content and requirement of the relevant school policies.
- To report all safeguarding concerns to the DSL and adhere to all current policies and legislation.
- To mark the attendance registers.
- In accordance with the provisions of the current Health and Safety at Work Act, to take reasonable care for the health and safety of yourself, colleagues and pupils.
- To maintain good order and discipline within the class, in line with the school's behaviour policy.
- To actively take part in professional development, sharing expertise and experiences as required.
- To actively extend own professional learning via collaborative study, attendance at INSET and reading to keep abreast of new developments.
- Work alongside other members of staff to review and innovate the curriculum.
- To be responsible for a curriculum area/s (to be agreed).
- To support and advise colleagues, including the Headteacher, on the teaching of a curriculum area throughout the school.
- To assist in the organisation and maintenance of policy statements and documents when required.
- To contribute to, and where relevant lead, staff meetings on matters to do with the subject area.

Nacton C of E Primary School
Class Teacher Person Specification - Requirement of the post

Attribute	Source of Evidence	Requirement
Qualifications		
Qualified Teacher Status	A	E
Experience		
Recent experience of high-quality teaching in KS2 within a school	A, I & R	E
Works effectively within a team	A, I & R	E
Able to support and promote the school's ethos, including Christian values of the school	A & I	E
Evidence of continuous professional development	A & I	D
Knowledge		
Shows knowledge of current education issues and developments	A & I	E
Has secure subject knowledge of the National Curriculum	A, I & R	E
Ensures curriculum coverage, continuity and progression in the curriculum, for all pupils	A, I & R	E
A clear understanding of a teacher's responsibilities to safeguard children	R & I	E
Evidence of successful leadership of a subject, project or initiative	A, I & R	D
Understanding of assessment and progress	A, I & R	E
Able to make adaptations for SEN learners	A & I	E
Knowledge of effective behaviour management strategies and the ability to put these into practice	A & I	E
Skills and abilities		
Be a highly effective practitioner who strives to improve their teaching	A & I	E
Ability to deliver well planned and stimulating lessons across the curriculum and ability range	A, I & R	E
Can demonstrate effective partnerships and engagement with parents	A & I	E
Ability to maintain an orderly, attractive and well managed learning environment and classroom	A & I	E
A teacher who recognises their accountability for the learning progress and well-being of the children they teach	A, I & R	E
Willingness to assist and participate in the wider aspects of school life.	A & I	E
Commitment to inclusion	A & I	E

Key

A= Application Form, I = Interview, R= Reference

E= Essential D= Desirable