



Horningsham Primary School



Class Teacher Recruitment Pack

Horningsham Primary School

Church Street, Horningsham, Warminster, Wiltshire, BA12 7LW

Headteacher: Mrs Odele Lapham

Tel: 01985 844342

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May 2025

Dear Applicant,

Firstly, welcome to our small and happy village primary school. Thank you for considering applying for the position of class teacher at Horningsham Primary School. We are looking to appoint a dynamic teacher to join our fantastic team on a temporary maternity cover contract from September 2025. Teachers at our school play a fundamental role in ensuring high quality learning. I hope the information in this pack will be informative and helpful as you consider your application.

Horningsham School is in a unique situation and position, being a successful small, rural community school, which is still maintained by the Local Authority. Additionally, our school sits in the village of Horningsham on the Longleat Estate in Wiltshire, with local neighbours including Lord and Lady Bath and the Lions of Longleat, among other exotic wildlife! We benefit greatly from this connection with Longleat.

Our school is full of charm, with outstanding manners and leadership skills exhibited by our children, as well as good progress and provision for all learners, regardless of their starting points. This is something we expect all of our staff to support and build upon alongside our team.

We are passionate about ensuring that every child receives the very best education and positive experiences at our school. We have an exciting curriculum that enthuses and challenges our learners. We aim to inspire creative and imaginative minds and look to our teachers to generate exciting, real-life opportunities for learning.

Our school has a happy and supportive staff who rise to the challenge and undertake a wide range of duties, given that we are fewer in number compared to larger schools. We highly value ongoing professional development and embrace change when needed.

We have the pleasure of being part of the Compass Collaboration, a collection of like-minded small, rural schools who offer each other support and challenge opportunities whilst maintaining our individual school identities.

We are looking for a colleague who can provide vibrant learning provision for our Reception/Year 1 class and someone who will support us in advancing our school's journey.

I hope that you will see the great opportunities our school offers for an effective teacher.

Kindest regards,

Odele Lapham
Headteacher



Artsmark
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Council England

Horningsham Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



Are you a dynamic, creative and forward-thinking Class Teacher?

We are searching for an excellent Class Teacher to cover a maternity position in our Reception/Year 1 class.

The successful candidate will begin in September 2025.

We are looking for an enthusiastic teacher who:

- Is able to teach a mixed age class.
- Had a good understanding of Early Years pedagogy and the EYFS Framework, as well as the KS1 National Curriculum.
- Delivers high quality Early Years provision, valuing outdoor learning and learning through play.
- Supports every child to reach their full potential with a good understanding of inclusion.
- Has the passion and skills to lead a curriculum area.
- Is proactive and forward thinking and will help us to continue to progress with our vision.
- Can work alongside others to learn, improve and share practice.
- Will support our wider activities in school.
- Builds strong relationships with colleagues, children, parents and governors.
- Is nurturing, passionate, motivated and aspirational.

In return, we can offer:

- A good school, in a beautiful village location.
- Great children who are happy and enthusiastic to come to school and learn.
- A highly committed, supportive and hard-working team.
- A welcoming, inclusive school with a caring environment.
- A positive relationship with parents, our community and a supportive Governing Body.
- A comprehensive, and supportive, induction process.
- Ongoing professional development opportunities.
- Networking with teachers across the Compass Collaboration.
- A positive, respectful culture that values wellbeing and work/life balance.



Visits to the school are warmly welcomed. Please contact our Admin and Finance Officer, Sara Elston, to find out more or arrange a tour: 01985 844342 or admin@horningsham.wilts.sch.uk

Further information about our school is available on our Website: www.horningsham.wilts.sch.uk

Safeguarding Children, Young People and Vulnerable Adults: Horningsham Primary School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Two references will be taken up for all shortlisted candidates prior to interview. Following recommendations from Keeping Children Safe in Education (KCSIE) for an additional pre-employment check, an online search will form part of this recruitment process. The nature of the work requires that the post holder has undergone checks by the Disclosure and Barring Service and has an enhanced clearance.

Equal opportunities: All employees have a responsibility to understand and abide by the obligations laid down in the school's equal opportunities policies.

Closing date: 9.00am Tuesday 10th June 2025

Interviews: Monday 16th June 2025

Salary:	Main Pay Range/Upper Pay Range	Job Title:	Class Teacher
Responsible for:	The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the Schoolteachers' Pay and Conditions document and within the range of teachers' duties set out in the Teachers' Standards.		
Main Job Purpose:	<ul style="list-style-type: none"> ▪ To carry out professional duties and to have responsibility for an assigned class. ▪ To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities. ▪ To promote the aims and objectives of the school and maintain its ethos. 		

Main Duties under the overall direction of the Headteacher:

1. To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to learning.
2. To plan and prepare lessons in order to deliver the Early Years Framework and National Curriculum ensuring breadth and balance in all subjects.
3. To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
4. To maintain good order and behaviour among the pupils, safeguarding their health, safety and wellbeing.
5. To ensure high quality teaching and adaptive practices to maximise inclusion.
6. To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
7. To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress according to the school's policies and procedures.
8. To use a range of assessment methods and data to drive the learning of individual pupils.
9. To ensure effective use of support staff within the classroom.
10. To participate in professional development as required.
11. Contribute to the development and co-ordination of a particular area of the curriculum.
12. To be part of a whole school team, actively involved in decision-making on the preparation and development of policies, curriculum development, teaching materials, resources, methods of teaching and pastoral arrangements.
13. To ensure that school policies are reflected in daily practice.
14. To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.
15. To liaise with outside agencies when appropriate e.g. Educational Psychologist.
16. To support the Headteacher in promoting the ethos of the school.
17. To demonstrate a high level of professionalism.
18. To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
19. To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
20. To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health & Safety policy and any school-specific procedures / rules that apply to this role.

This job description sets out the main expectation of the school in relation to the post holder's professional responsibilities and duties, but does not direct the particular amount of time to be spent carrying them out. There are not definitive working time arrangements in the national conditions of employment. This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

General Attributes:

- Able to work both independently and effectively as part of a team.
- Enthusiastic and passionate about learning.
- Able to adapt the Early Year Framework and National Curriculum to the needs of all pupils.
- Skilful in managing and working alongside support staff.
- Flexible, energetic and innovative.
- Creative and values inspirational learning opportunities and environment.
- A reflective practitioner who strives for improvement.
- Excellent IT skills to support classroom practice and planning.



Class Teacher Person Specification

	Essential	Desirable
Professional Qualifications and Training	<ul style="list-style-type: none"> ▪ Qualified Teacher Status. ▪ Evidence of commitment to continuous professional development. ▪ Sound knowledge of current legislation. 	<ul style="list-style-type: none"> ▪ Looking to develop further skills and qualifications. ▪ Experience of coaching/mentoring.
Experience	<ul style="list-style-type: none"> ▪ Recent experience teaching. ▪ Experience of engaging successfully with parents. ▪ Experience and knowledge of managing challenging behaviours. ▪ Experience of line managing support staff. 	<ul style="list-style-type: none"> ▪ Experience in EYFS2 and KS1. ▪ Experience of teaching across mixed aged classes. ▪ Can manage and lead an area of the curriculum.
Knowledge and Understanding	<ul style="list-style-type: none"> ▪ Ability to demonstrate good knowledge of the EYFS Framework and National Curriculum and relevant statutory assessments. ▪ Understanding of Quality First Teaching. ▪ Understanding of effective teaching and learning styles and strategies. ▪ Knowledge of the monitoring, assessment, recording and reporting of pupil progress. 	<ul style="list-style-type: none"> ▪ Knowledge and understanding of metacognition strategies. ▪ A particular interest in a subject.
Professional Qualities and Skills	<ul style="list-style-type: none"> ▪ Excellent classroom teacher. ▪ A commitment to helping children develop as creative and independent learners. ▪ Thorough understanding of assessment and data. ▪ Willing to be involved with the community. ▪ High expectations of self and others. ▪ Committed to real learning and provide exciting enrichment opportunities. ▪ Commitment to safeguarding and creating a culture of this within the school. 	<ul style="list-style-type: none"> ▪ Experience of curriculum design. ▪ Experienced in analysing and tracking assessment data. ▪ Experience of implementing, leading and monitoring new initiatives with other staff.
Personal Qualities and Attributes	<ul style="list-style-type: none"> ▪ Excellent interpersonal skills. ▪ Dedicated team player who is committed to the school's culture and vision. ▪ Ability to maintain perspective. ▪ Able to motivate, support and challenge. ▪ Organised, flexible and efficient. ▪ Excellent communication skills, both orally and in writing, with all stakeholders. ▪ Excellent IT skills. ▪ Enthusiastic, resilient, supportive. ▪ Good sense of humour! 	<ul style="list-style-type: none"> ▪ Bring personal interests and enthusiasm to the school community. ▪ Understanding of the needs of a small, rural school.