



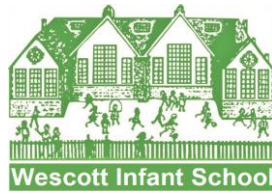
Applicant Information Pack:

# Class Teacher

**Closing date: 9am, Friday 15th May 2026**

Applications can be made  
by completing the application form.

To arrange a visit or return completed forms, contact:  
Kirsten Rack-Cooper: [finance@wescott.wokingham.sch.uk](mailto:finance@wescott.wokingham.sch.uk) tel. 0118 9786313



## An exciting opportunity in a popular, successful school

**The Circle Trust MPS1 – UPS3 | Full-time, Part-time, Permanent, Term time, Fixed Contract |**

**Starting 1st September 2026**

### **We offer:**

- A welcoming and inclusive school community where every member of staff is valued.
- Happy, enthusiastic pupils who love to learn.
- Supportive and approachable colleagues and leadership team.
- A collaborative and friendly staff team who share best practice and support one another.
- High-quality continuing professional development (CPD) opportunities aligned to career aspirations.
- Mentoring and support for Early Career Teachers (where applicable).
- Well-resourced classrooms and access to quality teaching and learning materials.
- Opportunities to contribute to whole-school development and subject leadership.
- A school that values positive relationships with parents, carers and the wider community.

### **As Class Teacher you will:**

- Plan, deliver and assess high-quality teaching and learning that meets the needs of all pupils.
- Create a safe, inclusive, and stimulating classroom environment that promotes positive behavior.
- Inspire, motivate, and challenge pupils to achieve their full potential.
- Use effective assessment strategies to inform planning and support pupil progress.
- Differentiate learning to support pupils with a range of abilities, including SEND and EAL.
- Build strong, positive relationships with pupils based on mutual respect and high expectations.
- Work collaboratively with colleagues to share good practice and contribute to team planning.
- A school that values positive relationships with parents, carers and the wider community.
- Communicate effectively with parents and carers regarding pupils' progress and wellbeing.
- Uphold the school's values, policies, and safeguarding procedures at all times.
- Engage with professional development opportunities to continually improve practice.

## To arrange a visit or apply

Kirsten Rack-Cooper [\\_finance@wescott.wokingham.sch.uk](mailto:_finance@wescott.wokingham.sch.uk) email tel. 0118 9786313

Applications can be made via the [application form](#) on our school website

**Closing date:** 9am, Friday 15th May 2026 | **Interview date:** tbc

The Circle Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our recruitment process follows the



keeping children safe in education guidance and offers of employment may be subject to the checks outlined in this guidance.

## Our school

Wescott Infant School caters for children from 4-7 years old. Each year we are able to admit 56 children to the Foundation Stage and can also take in-year admissions.

At Wescott Infant School we believe 'Anything's possible.'



**Our school values are:**

## Respect Kindness Resilience

**Children** are encouraged to be happy, inquisitive, confident, independent and resilient learners who continually aspire to develop and extend their learning. They take risks in their learning, are prepared for the future and understand their importance and their place in the world.



**Learning experiences** are inspiring, creative, exciting, fun, challenging, developed from the children's interests and are personalised to meet their individual needs. Outstanding and teaching ensures children make exceptional progress their learning journey.

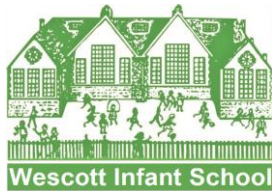


learning along

The **learning environment** is inclusive, safe, caring, friendly and welcoming where children take pride in their



achievements and have the belief to succeed. We foster an environment where every individual is respected and valued.



# Job description

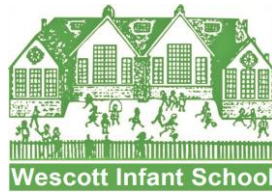
<b>Salary</b>	The Circle Trust MPS1 – UPS3 per annum	<b>Reporting to</b>	Headteacher
<b>Contract</b>	Full-time, Permanent, Part time, Term time, Fixed contract	<b>Start Date</b>	1st September 2026

## **Main Purpose of the Job**

- Be responsible for the learning and achievement of all pupils in the class/es, ensuring equality of opportunity for all.
- Be responsible and accountable for achieving the highest possible standards in work and conduct.
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher’s professional position.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.
- Act within the statutory frameworks which set out their professional duties and responsibilities and in line with the duties outlined in the current *School Teachers Pay and Conditions Document* and *Teacher Standards*.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school .

## **Teaching and Learning**

- Create and manage a caring, supportive, purposeful and stimulating environment, which is conducive to children’s learning.
- Promote a love of learning and children’s intellectual curiosity.
- Plan and prepare lessons and deliver the National Curriculum/EYFS curriculum, ensuring breadth and balance in all subjects and as relevant to the age and ability group/subject that you teach.
- Identify clear learning objectives, learning outcomes and success criteria, with appropriate challenge and high expectations.
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- Be accountable for the attainment, progress and outcomes of pupils you teach.
- Be aware of pupils’ capabilities, their prior knowledge, and plan teaching/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; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.



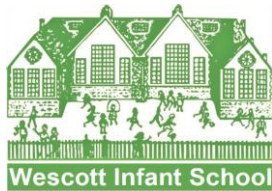
- Use the school's agreed range of observation, assessment, monitoring and recording strategies and methods as a basis for setting challenging learning objectives for all pupils, and for monitoring learners' progress and levels of attainment.
- Use relevant, accurate and productive data to monitor and secure pupils' progress, set targets, and plan subsequent lessons.
- Give pupils regular and ongoing feedback, both orally and through accurate marking during and after the lesson, and encourage pupils to respond to the feedback, reflect on progress, and take a responsible and conscientious attitude to their own work and learning.
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.
- Plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- Participate in arrangements for examinations and assessments within the remit of the *School Teachers' Pay and Conditions Document* e.g. KS1 SATs, Phonics Screening and EYFS Assessment.

### **Behavior and Safety**

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect.
- Manage classes effectively, using approaches, which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
- Have high expectations of behaviour, promoting self-control and independence of all learners and in line with the school's behaviour policy and rewards/ sanctions procedures.
- Carry out playground and other duties as directed and within the remit of the current *School Teachers' Pay and Conditions Document*.
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school procedures.

### **Team Working and Collaboration**

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school.
- Take part, as required, in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.
- Work collaboratively with others, sharing the development of effective practice with them, and contributing to the selection and professional development of other staff.
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.



### **Wider Professional Responsibilities**

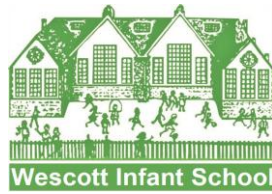
- Deploy support staff effectively with the classroom and parent helpers.
- Communicate and consult effectively with parents/carers to contribute positively to all aspects of their child's education – academic, social and emotional, with regard to pupils' achievements and well-being using school systems/processes as appropriate.
  - Communicate and co-operate with relevant external bodies and appropriate agencies.
  - Make a positive contribution to the wider life and ethos of the school.
  - Prepare appropriate records for the transfer of pupils.
  - Participate in staff meetings as required.
- Contribute to the leadership and development of a particular subject/s or area/s of the curriculum. (N.B. not Newly Qualified Teachers).
  - Be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, and resources, methods of teaching and pastoral arrangements.
- Support the Headteacher in promoting the ethos of the school and ensure school policies are reflected in daily practice.
  - Promote the welfare of children and support the school in safeguarding children through relevant policies and procedures.
- Promote equality as an integral part of the role and treat everyone with fairness and dignity.
- 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 and Safety policy and any school-specific procedures / rules that apply to this role.

### **Administration**

- Register the attendance of and supervise learners, before, during and after school sessions, as appropriate.
- Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions Document*.
- Produce annual end of year reports for all pupils in your class.
- Meet with parents at formal parents' evenings and throughout the year, as necessary, to inform them of their child's progress and achievements.

### **Professional Development**

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well-being, refining your approaches where necessary, responding to advice and feedback from colleagues.
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal.

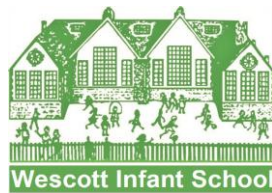


- Proactively participate in the school's appraisal process.

### **Other**

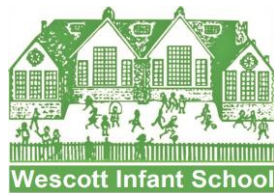
- To have professional regard for the ethos, policies and practices of the school in which you teach and maintain high standards in your own attendance and punctuality.
  - Perform any reasonable duties as requested by the Headteacher.
  - Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future.



# Person specification

Criteria	Essential	Desirable
<b>Professional Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Degree</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of teaching FS and Key Stage 1</li> <li>• Experience of managing/supporting SEND pupils</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching pupils on the autistic spectrum</li> <li>• Experience of leading a subject or whole school project</li> </ul>
<b>Teaching Skills</b>	<ul style="list-style-type: none"> <li>• Excellent classroom Practitioner with a good understanding of the National Curriculum and a commitment to the highest standards of teaching and learning.</li> <li>• The ability to create a happy, safe and challenging learning environment for children.</li> <li>• An understanding of how children learn and the ability to plan for effective and high-quality teaching across KS1.</li> <li>• An understanding of the principles and practices of assessment and planning and how these can be used effectively to maximise pupil progress for all groups of children.</li> <li>• The ability to meet all children's needs to ensure every child makes good progress including those with additional or complex needs or disabilities.</li> <li>• To be able to manage behaviour effectively using a range of strategies.</li> <li>• To be able to work as part of a team.</li> <li>• Ability to work with and deploy staff and resources effectively</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the SEN Code of Practice</li> <li>• Experience of promoting and embedding a Growth Mindset Culture</li> <li>• Experience of teaching Maths Mastery</li> <li>• Experience of Talk4Writing or similar approach to teaching writing</li> </ul>
<b>Other Key Skills</b>	<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills.</li> <li>• The ability to demonstrate a positive attitude and to develop and maintain positive and supportive professional relationships with children, staff, parents and governors.</li> <li>• Experience of implementing strategies to raise student attainment with evidence of success.</li> </ul>	




	<ul style="list-style-type: none"> <li>• Confident user of ICT</li> <li>• Excellent organisational and time management skills and an ability to prioritise effectively.</li> <li>• Ability to set high standards and provide a role model for staff and pupils</li> </ul>	
<p><b>Personal Attributes</b></p>	<ul style="list-style-type: none"> <li>• An outstanding passion and drive for teaching and learning</li> <li>• Commitment to equal opportunities</li> <li>• Boundless enthusiasm, determination and drive to inspire others to achieve high standards</li> <li>• Commitment to personal and professional development</li> <li>• Commitment to whole school improvement</li> <li>• Reliability, honesty and a commitment to maintaining confidentiality</li> <li>• Excellent organisational and time management skills and an ability to prioritise effectively</li> <li>• Open minded, self-evaluative and adaptable to changing circumstances and new ideas</li> <li>• Willingness to be involved in the wider life of the school</li> <li>• A growth mindset</li> <li>• A lively, creative and good-humoured approach to all aspects of teaching, management and leadership</li> </ul>	



# About The Circle Trust

The Circle Trust, established in 2018, was created to serve Wokingham and the surrounded area. The Circle Trust was borne out of a desire that all children and young people have an excellent, well-rounded education and flourish in first-rate schools where the best teaching, the best facilities and the most up-to-date resources are made available to them.

[An introduction to The Circle Trust](#)

 We are a community of schools that have shared values and an essential common ethos and vision for education and learning. At the centre of our work together is improving the educational outcomes for our pupils.



Our Trust's vision is

All children and young people deserve to have an excellent well-rounded education and **to flourish** in first rate schools with the best teaching, the best facilities and the most up to date resources made available to them.



## Our values are our cultural north star they drive our behaviour and decision making.



The highest educational outcomes for every learner is paramount



Preserving the unique identity and ethos of all partner schools is essential



To be anything but utterly inclusive is non-negotiable



Being self-reflective is essential in encouraging innovation, our Trust is always driven to improve further



What we say is what we do, we recognise talent, foster expertise, believe well-being for all is fundamental



Our Trust promotes collaborating with others and being outward looking

## Our support

Our Trust provides the support and infrastructure that schools need to enable them to develop and improve, and for the school leadership and their local governance to achieve their objectives.





At the heart of our Trust is access to school improvement advice and guidance. We call this package of support “The Learning Curve!” As an all-through Trust (nursery—18 years), we are able to provide school improvement advice and strategy based on consistent and fluent approaches to education provision.

# Our schools

We understand how to manage the balance between effective and efficient common systems whilst ensuring that the individual character and ethos of different schools is maintained. We work in a very transparent way, where schools have the opportunity to influence and their views are taken into account.

As a trust we are rooted in this approach and our ambition is clear; to improve the educational outcomes for children and young people. We don't want to change schools; we want to help them progress.



Badgemore Primary School



Emmbrook Infant School



Emmbrook Junior School



The Hawthorns Primary School



Hartland Primary School



Nine Mile Ride Primary School



Owlsmoor Primary School



Shinfield Infant and Nursery School



St Crispin's School



The Emmbrook School



Wescott Infant School



Westende Junior School



## To find out more:

Please visit [The Circle Trust](#) website and [Family Circle guide](#). If you would like to arrange a meeting, please get in contact via the school office.

We'd love to have a cuppa with you!



Photo taken by Stewart Turkington Photography

## About Wokingham

Wokingham has plenty to offer and our historic market town is by no means standing still. We are coming to the end of a £100m town centre regeneration programme and the population continues to grow.

We are often found at or near the top of surveys for the best place to live and to raise a family. We are surrounded by spacious woodland and lush green fields. There are plenty of options for being active in the great outdoors – we are near excellent mountain bike trails, water sport centres, play areas, skateboard parks, golf courses and bridle paths. There are also many other ways to keep busy with nearby cinemas, ten pin bowling and theatres.

We enjoy good transport links by road and rail to key towns such as Reading, Bracknell, Windsor, Basingstoke and Guildford, in addition to being just 40 miles from central London and 25 miles from Heathrow Airport. Reading is an award-winning shopping destination in the Thames Valley region and Windsor is of course world-renowned for its Royal residence, Windsor Castle.

Wokingham has a strong community spirit which is highlighted by the fabulous May Fair, International Street Concert, Food and Drink Festival and Winter Carnival. The town truly comes alive during these events.

We love our town, and we look forward to welcoming you.

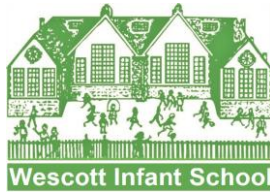




# The process and how to apply

The Circle Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our recruitment process follows the keeping children safe in education guidance and offers of employment may be subject to the checks outlined in this guidance.

Visits to the School	Visits to the school are warmly welcomed, please contact the School Office to arrange a visit.
Application form	Please complete <a href="#">The Circle Trust application form</a> . This is the only form that will be accepted. You should ensure that your personal statement is no more than two pages of A4 and that it reflects your suitability in terms of the Person Specification.
References	We require two references from all candidates, one of which must be from your most recent employer. If any references relate to employment at a school/college, your referee must be the Headteacher/Principal. If you are short-listed, the school will contact your referees without further reference to you.
Equal opportunities monitoring form	<p>We are committed to recruiting, retaining and developing a workforce that reflects at all grades the diverse communities that we serve. It is vital that we monitor and analyse diversity information so that we can ensure that our HR processes are fair and transparent.</p> <p>Any information provided on this form will be treated as strictly confidential, will not be seen by staff directly involved in the appointment and no information will be published or used in any way which allows any individual to be identified.</p> <p>The completion of this <a href="#">equal opportunities monitoring form</a> is entirely voluntary. However, it will assist us in carrying out this monitoring. We would therefore be grateful if you would complete the questions on this form.</p> <p>Prior to shortlisting this information will be removed from your application form and used only to provide data for statistical purposes.</p>
Application closing date	<p>The closing date for applications is 9am, Friday 15th May 2026.</p> <p>Applications can be made via the <a href="#">application form</a> on our school website.</p> <p>Please send your application to Kirsten Rack-Cooper - email tel. 0118 9786313</p>
Shortlisting	Shortlisting will be against the Person Specification criteria as detailed in this pack. We will also check all applicants for gaps in employment history.



	Those applicants that best meet the Person Specification will be invited to interview.
Interview Dates	tbc
Checks	If you attend the interview, you will be required to bring photographic identification, proof of the right to work in the UK and proof of qualifications.
Offer of employment	We will make a verbal offer of employment to the successful candidate by telephone. This will be followed up by a written offer which will be emailed or posted. Any offer is made subject to satisfactory references, enhanced DBS clearance and other safeguarding checks as required.

All unsuccessful candidates will be notified by email

## How we use your data

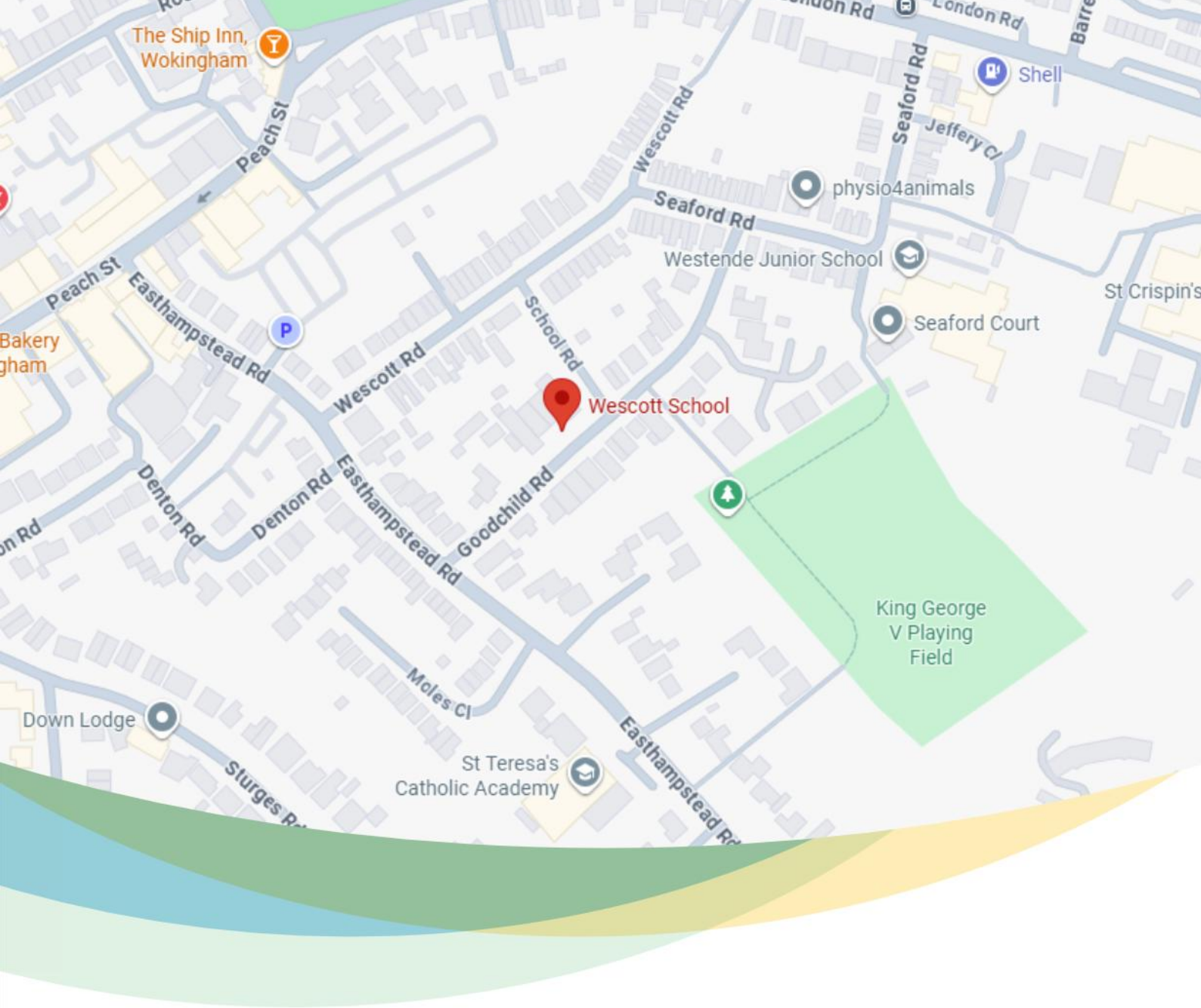
In completing this application form you should refer to the Recruitment Privacy Notice on our website. The personal information collected on this form will be processed to manage your application in accordance with the Recruitment Privacy Notice.

If successful, your personal information will be retained whilst you are an employee and used for payroll, pension and employee administration in accordance with the Staff Privacy Notice which is available on our website and will be issued on appointment. Information will not ordinarily be disclosed to anyone outside The Circle Trust without first seeking your permission, unless there is a statutory reason for doing so.

In accordance with our statutory obligations under Keeping Children Safe in Education, The Circle Trust is required to conduct an online search as part of our due diligence on the successful candidate. This may help identify any incidents or issues that have happened and are publicly available online. If there are any, we may wish to explore them with you prior to confirming your appointment. We carry out these searches for SLT roles using a trusted third party.

If you are not shortlisted or appointed, then your information will only be retained by us for 6 months from the shortlisting date, in accordance with the Recruitment Privacy Notice.

Thank you for your interest. If you have any questions or wish to arrange a visit, please contact the school office.



**Wescott Infant School,**

Goodchild Road, Wokingham, RG40 2EN

**tel:** 0118 978 6313

**web:** [www.wescottinfant.co.uk](http://www.wescottinfant.co.uk)



Wescott Infant School is an academy and part of The Circle Trust. The Circle Trust is a charitable company registered in England and Wales (number 11031096) whose registered office is The Oval Offices C/O St Crispin's School, London Road, Wokingham RG40 1SS. Further information about The Circle Trust is available at [www.thecircletrust.co.uk](http://www.thecircletrust.co.uk).