

Fulbourn Primary School

Dare to Discover



Candidate Pack—Temporary Class Teacher

Fulbourn Primary School
School Lane
Fulbourn
Cambridge
CB21 5BH

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Introduction from the Chair of Governors



A very warm welcome to our school. At Fulbourn Primary School we want to be at the heart of the village community, working together to make both the school and the village a great place to be. All schools have their own distinctive feel, which makes each one unique.

We believe that what makes our school unique is the way our children are encouraged to be independent; that they have something to offer which is valued and that their learning journey is something that they can shape. Visitors often reflect on the wonderful atmosphere which combines this curiosity for learning with compassion, enthusiasm for creativity, and permanent emphasis on building courage and self-belief.

The school was last inspected by Ofsted in October 2022 and the overall performance was judged to be good. We are proud of our very good academic results. Overall attainment is above both local and national averages and high achievers are leaving with results which show that they are being stretched.

We are proud of our school environment that will in time, enable us to expand to two-form entry, accommodating building developments in our village.

We look forward to welcoming you to our wonderful school.

Jennifer Caisley
Chair of Governors
jcaisley@fulbourn.cambs.sch.uk



Section 1

An introduction by the Head Teacher

At Fulbourn Primary School, we believe that children learn best when they feel happy, safe and secure. We create a nurturing environment and set challenging targets for pupils and staff. As a result, children at our school thrive and fulfil their potential. We want all children to feel that they have something to offer that is valued. We believe they should be excited about and enthralled by learning, brimming with further questions that they want to explore. When you visit our school, you will find children are motivated, inquisitive and keen to extend their learning.

Reading is at the heart of our curriculum and permeates all that we do. We want every child to leave our school as a confident, competent reader, with a positive reading identity.

We know that when our staff thrive, the children in their care do too. We work hard to ensure our team feel valued, are able to balance their workload with their life outside of school and feel part of a team that are achieving great things for the children of the school. Our staff team tell us Fulbourn Primary School is a great place to work.



Vision and Values

Our vision statement, 'Making aspirations achievable', reflects our commitment to ensure all pupils leave the school equipped with the skills and knowledge necessary to pursue their dreams. Four core values underpin our decisions and actions and are symbolised in our school logo. These are known as the 4Cs:



We have chosen these as core values because we believe that:

Children who have **courage** and self-belief are most likely to achieve their aspirations.

Children who are **curious** about learning will question the world around them and always challenge themselves and others.

Children who have **compassion** will be, and teach others to be, better human beings.

Children who are **creative** will be able to solve the problems of the future.

To enable children to achieve these qualities there are four key aims for school staff. The first is to provide children with memorable learning experiences. Secondly, children must be nurtured as individuals and helped to recognise what they have to offer as members of society. Thirdly, we must motivate and inspire children to achieve the highest standards in basic skills. Finally, staff must ensure children have the opportunity to achieve in all areas of learning and excel in those in which they have a passion or talent.



Temporary Maternity Leaver Class Teacher

Thank you for your interest in our vacancy for a temporary Class Teacher (maternity leave). We are pleased to share with you the candidate pack for this post. In addition to the information already shared, you will also find the following:

- A copy of the job advertisement
- Job description and person specification

Accompanying this pack, as separate documents, are

- The School's Safeguarding and Child Protection Policy
- Application form
- Privacy Notice for Job Applicants

We warmly welcome and encourage visits to the school.

Applications must be submitted on the official application form and should be accompanied by a covering letter telling us how you meet the requirements of the person specification. Please return your completed application by email to hr@fulbourn.cambs.sch.uk. You can also post your application or hand it into the school office.

If there is anything further that you would like to know, or to arrange a visit to the school, please email Jo Bouttell, Business Manager at hr@fulbourn.cambs.sch.uk

We look forward to hearing from you.



Join our team and make a difference.

Class Teacher

40% Temporary Appointment

Start date 1st September 2026,
or sooner if available

(maternity leave cover)

Suitable for experienced
teachers.

We reserve the right to interview
on receipt of applications.

Fulbourn Primary School is a **fabulous place to work!** We have an experienced and supportive staff team who enjoy working together and are not afraid to try new things. Staff wellbeing is important to us as we believe children are best supported by adults who are happy, motivated and enjoy their job. Staff tell us they feel well supported by leadership and each other; they love working at our school.

Our children are certainly the best thing about our school: they are interesting and interested. They enjoy our personalised curriculum, built upon a series of essential experiences that aim to make learning meaningful. Our beautiful school site is the perfect setting for lots of outdoor learning so we make good use of the natural environment around us. Our ecology curriculum supports children to connect with the natural environment and makes good use of our pond, allotment and forest school areas. Our inside spaces are just as creative with a reading 'Hive', design and technology room and community art gallery.

We are looking for a teacher to join our knowledgeable and supportive team. We are interested to hear both from experienced teachers looking to apply their skills in a new setting and those at the beginning of their career. We are committed to staff professional development and will provide you with the right support to help you thrive at work. In return, we are seeking energy, positivity and a commitment to supporting the very best outcomes for each and every pupil.

Visits are encouraged and we will be keen to welcome you. Please email our School Business Manager, Jo Bouttell, to arrange an appointment—hr@fulbourn.cambs.sch.uk



Job Description—Class Teacher

Reports to: Headteacher

Grade: Main Scale

Hours: 40%

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

Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Enhance children's understanding and progress through effective implementation of the school's feedback policy
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Keep abreast of latest developments and research in education to improve own practice and wider provision
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Not undermining fundamental British values, including democracy, the rule of the law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the Designated Safeguarding Lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school
- Show tolerance of and respect for the rights of others

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

Other areas of responsibility

- Successful leadership of a subject/curriculum area resulting in the raising of standards (desirable though not necessary)

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

This job description will be reviewed and updated periodically in order to ensure that it relates to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the Headteacher/Manager in consultation with the post holder, In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible management reserves the right to make changes to the job description following consultation.



Person Specification

Criteria	Essential	Desirable
Qualifications and experience		
<ul style="list-style-type: none"> Degree Qualified Teacher Status Successful primary teaching experience Other relevant professional development 	<ul style="list-style-type: none"> ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓
Skills and knowledge	Essential	Desirable
<ul style="list-style-type: none"> Knowledge of the National Curriculum Knowledge of the Early Years Foundation Stage Knowledge of effective teaching and learning strategies Good understanding of the ways that children learn Ability to adapt teaching to meet pupils' needs Ability to build effective working relationships with pupils Ability to motivate and stimulate pupils of all abilities to enjoy learning Ability to create a happy, challenging and effective learning environment Knowledge of guidance and requirements around safeguarding children Knowledge of effective behaviour management strategies Good ICT skills, particularly using ICT to support learning Ability to communicate effectively orally and in writing to a range of audiences, deal sensitively with people and resolve conflicts Knowledge of best practice and procedures for safeguarding children and young people Ability to use research to inform practice English language fluency in written and oral communication 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓



Person Specification contd

Criteria	Essential	Desirable
Personal Qualities		
<ul style="list-style-type: none"> • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • Strong belief in delivering the full curriculum to develop the whole child • A solution-focussed mindset and determined “no excuses” approach to raising standards • High expectations for children’s attainment and progress • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Prepared to be involved in the whole life of the school • Is adaptable to changing circumstances and new ideas 	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	
Equal opportunities	Essential	Desirable
Commitment to inclusion, equality and diversity	✓	
Safeguarding	Essential	Desirable
Commitment to safeguarding and promoting the welfare of children and young people.	✓	



Safeguarding statement

Fulbourn Primary School is committed to safeguarding and promoting the welfare of children and young people and all staff and volunteers must share this commitment. All posts are subject to pre-employment checks and the successful candidate will need to undertake an enhanced DBS check.



We hope that you have found our Candidate Pack a useful introduction to Fulbourn Primary School. Please remember that there is much more information available on the [website](#) and further questions can be answered by speaking to Leanne, Aisling or Jo at the office.

We look forward to meeting you!

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