



Application Pack

Early Years Class Teacher

An extraordinary education for every pupil



The Rivers
C.of E. Academy Trust

Welcome

Welcome from the Headteacher

Thank you for your interest in joining Unity Academy, Kidderminster. We are a vibrant and inclusive school committed to nurturing the potential of every child and fostering a culture of excellence, respect, and ambition.

At Unity Academy, our staff are at the heart of everything we do. We believe in creating a supportive and collaborative working environment where every team member feels valued and empowered to grow professionally. Whether you're early in your career or bring a wealth of experience, we welcome your passion, creativity, and commitment to making a real difference in the lives of our pupils

Mrs Gemma Willetts

Headteacher, Unity Academy

Overview

Unity Academy

Unity Academy is a primary alternative provision located in Kidderminster.

It has 40 pupils from age 5 – 11 years and 26 staff members.

Established in 2023 the school is part of The Rivers CofE Academy Trust.

Ethos

At Unity Academy, Kidderminster, our ethos is shaped by the STARS values of The Rivers CofE Academy Trust: *Sharing, Trust, Achievement, Respect and Safety*. These guiding principles underpin every aspect of school life and help us to cultivate a nurturing and high-achieving environment where every pupil can flourish.

We are committed to providing an education that develops the whole child—academically, socially, morally, and spiritually. Through high-quality teaching, a broad and balanced curriculum, and strong pastoral care, we aim to inspire a lifelong love of learning and a strong sense of personal responsibility.

By living out our STARS values, we create a culture of kindness, excellence, and aspiration. Pupils are encouraged to serve others, show gratitude, strive for their best, and treat everyone with dignity. This ethos empowers our children to grow into thoughtful, resilient individuals who are well prepared for the challenges and opportunities ahead.

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



Respect



Safety

Our Schools

- 1 Summerhill Primary Academy Summerhill's Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary School
- 4 Wychbold First and Nursery School
- 5 St Peter's Droitwich CofE Academy
- 6 North Worcester Primary Academy
- 7 Northwick Manor Primary School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary School
- 10 St Clement's CofE Primary School and Pre-School
- 11 Great Witley CE Primary School
- 12 Cutnall Green CofE Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary School
- 15 Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk

About the Role

Job Title: Early Years Class Teacher

Salary: MPS £34,398 – UPS £52,490 plus SEN allowance £2,787

Contract Type: Permanent

Reporting To: Headteacher

Location: Unity Academy

About: Unity Academy has an exciting opportunity for an enthusiastic and talented Early Years Class Teacher to join our specialised teaching team to support pupils on long-term placements and short-term behaviour courses.

Job Description

Key Purpose:

The purpose of this post is to support pupils and staff to ensure that all pupils reach their full potential.

Be responsible for the learning and achievement of all pupils in class 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 and effectively in collaboration and partnership with learners, parents/carers, advocates, 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 setting.

Be responsible for SEN needs of individual children with EHCPs and ensure individualised plans are in place, appropriate and up to date at all times.

Key responsibilities and activities:

Teaching

Deliver the curriculum as relevant to the age and ability group/subject/s that you teach.

To work alongside the SENDCo and Inclusion Manager to ensure EHCP provision and targets reflect individual needs of the child.

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 and 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.

Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English and written English (whatever your specialist subject).

If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g., systematic synthetic phonics.

Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.

Make accurate and productive use of assessment to secure pupils' progress.

Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study.

Use relevant data to monitor progress, set targets, and plan subsequent lessons.

Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.

Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document.

Behaviour and Safety:

Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.

Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.

Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.

Have high expectations of behaviour, promoting self-control and independence of all learners.

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 protocol/procedures.

Show a good understanding of SEMH provision and strategies for individualised plans.

Be willing to use physical intervention to ensure safety of all pupils



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 including pastoral arrangements and assemblies.

Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.

Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments.

Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.

Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.

Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document.

Fulfil wider professional responsibilities:

Work collaboratively with others to develop effective professional relationships.

Deploy support staff effectively as appropriate.

Communicate effectively with parents/carers with regard to pupils' achievements and wellbeing using school systems/processes as appropriate.

Communicate and co-operate with relevant external bodies.

Make a positive contribution to the wider life and ethos of the school.


Register the attendance of and supervise learners, before, during or 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 Professional development.

Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and wellbeing, 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 with arrangements made in accordance with the Appraisal Regulations 2012.



Generic Responsibilities:

To undertake any further training as identified in the Trust review procedures.

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.

To ensure professional behaviour at all times in regard to the schools Code of Conduct and Keeping Children Safe in Education.

Ensure that safe working practices are followed in respect of COSHH and other Risk Assessment control measures. Employees must comply with the provisions of 'The Health and Safety at Work Act 1974' and must take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts of omissions whilst at work. Employees are also required to cooperate with their employer to enable them to perform or comply with any statutory provisions. The Trust's efforts to promote a safe and healthy working environment can only succeed with the full co-operation of its employees.

To understand, comply with and promote the Trust's safeguarding policy and procedures. It is the responsibility of all employees to make the working environment safe and secure for all. Everyone must adhere to the 5 Rs in relation to possible abuse: Recognition, Response, Reporting, Recording and Referral. The Trust can only ensure its dedication to the protection of vulnerable people with the full cooperation of its employees.

The Trust has an Equality and Diversity Policy and it is the responsibility of all staff to comply with this. The key responsibilities for staff under this Policy are set out in the Trust Code of Conduct.

To maintain the confidentiality about clients, staff and other Trust business. The work is of a confidential nature and information gained must not be communicated to other persons except in the recognised course of duty. The post holder must meet the requirements of the Data Protection Act at all times.

Be aware of, promote and implement the Trust's Quality and Information Security Management Systems.

To report to line manager, or other appropriate person, in the event of awareness of bad practice.

Perform any reasonable duties as requested by the Headteacher/Assistant Heads.

Conditions of Employment:

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment.

To be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions.

Attention is also drawn to the requirements for planning, preparation and assessment time under which all teachers at a school with timetables teaching commitments have a contractual entitlement to guaranteed PPA time within the timetabled teaching day.

Any other duties as directed by the head teacher.

Principal Contacts:


Pupils, parents, visitors, teachers, other school support staff.

The Trust reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the Trust's Equal Opportunities Policy and Code of Conduct.

This job description is intended to provide a broad outline of the accountabilities and responsibilities only. The post holder will need to be flexible in developing the role in conjunction with the line manager. The post holder may be asked to carry out any other delegated duty or task that is in line with their post.

Supporting the school:

- Attend training when appropriate and after consultation with your Line Manager.
 - Be aware of and support all the schools policies.
 - Be aware of the school safety procedures e.g. fire drill/ health and safety policy.
 - Treat as confidential all information on individual pupils and refer parents to the class teacher should any questions about individuals asked.
 - Foster positive links between home and school.
 - After negotiation with the line manager, carry out the administration of elementary first aid at break times to pupils throughout the school (qualified staff only).
 - Perform any reasonable duties as requested by the senior leadership
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Person Specification

Qualifications and Experience:

Essential:

Qualified Teacher Status

Successful teaching experience


Skills and Knowledge:

Essential: Ability to work independently, Ability to use own initiative, Excellent understanding of safeguarding issues, Excellent practitioner

Desirable: Good understanding of the National Curriculum, safeguarding training undertaken, Offsite visit trained.

Personal Qualities:

Essential: Enthusiasm and a positive outlook, Excellent attendance and punctuality, Responsible, honest and reliable, Good personal organization, Calm under pressure, A willingness to work alongside young children with challenging behaviour.



How to Apply

Application forms are available to download here: [Unity Academy - Vacancies](#)

Please email completed application forms to Sarah-Jane Green at **office-uny@riverscofe.co.uk** by **1am on Wednesday 22nd April 2026**

Please contact the school office on 01562 215194 if you would like to come and have a look around the school prior to applying.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.



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Get in Touch

Unity Academy

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