



**Trawden Forest Primary School**  
**Appointment of Class Teacher – Person Specification**

| <b>Person Specification Form</b>  |  |   |
|---|--|---|
| <b>Job Title: Class Teacher 0.6 EYFS</b>  | <b>w.e.f. 1<sup>st</sup> September 2026</b>  |   |
| <b>Directorate:</b> Children and Young People   | <b>Terms and Conditions:</b> In accordance with the School Teacher’s Pay and Conditions Document |   |
| <b>Requirements<br/>(based on the job description)</b>  | <b>Essential (E)<br/>or<br/>Desirable (D)</b>  | <b>To be identified by:<br/>Application Form and<br/>Supporting Statement<br/>(A),<br/>Interview (I),<br/>Reference (R)</b> |
| <b>Application</b>  |  |   |
| Fully completed application form.   | E  | A   |
| Well considered and relevant supporting letter (no longer than 3 sides of A4, font size 12).  | E  | A   |
| Professional references should provide a strong level of support for skills, knowledge and attributes referred to below.  | E  | R   |
| <b>Qualifications</b>   |  |   |
| Degree / Qualified Teacher Status   | E  | A   |
| Recent & relevant participation in professional development   | E  | A   |
| Early Years Specialism  | D  | A I   |
| <b>Experience</b>   |  |   |
| Experience of teaching within EYFS  | E  | A   |
| Successful experience in leading a subject area   | E  | A I R   |
| To have a working and current knowledge and understanding of how individual children’s needs can be met through high quality EYFS provision, which reflects the EYFS Statutory requirements | E  | A I   |
| Able to deliver a high quality, creative lessons  | E  | A R   |
| Demonstrate effective teaching as an EYFS class teacher   | E  | A R   |
| Experience of supporting children with a range of learning and behavioural needs  | E  | A I R   |
| Experience of working in partnership with parents to engage them in their child’s educational development   | E  | A I   |
| <b>Knowledge, skills and abilities</b>  |  |   |
| An excellent teacher with thorough knowledge and ability to deliver a broad and exciting curriculum in all key stages   | D  | A I R   |



|   |   |       |
|---|---|-------|
| Understanding of effective assessment strategies to meet the learning needs of all pupils   | E | A I R |
| Understanding of effective learning – recognising, planning and providing for different learning styles   | E | A I R |
| Ability to plan to meet the needs of all groups of pupils – demonstrating high expectations and standards   | E | A I R |
| Ability to form and maintain excellent relationships with all members of our school community   | E | A I R |
| Ability to use ICT effectively within teaching and learning to enhance pupil progress   | E | A I R |
| Ability to provide a stimulating, well organised and high quality learning environment  | E | A I R |
| Ability to use a range of positive behaviour strategies to effectively promote outstanding behaviour for learning                                       | E | A I R |
| Ability to use data, assessment and target setting to impact positively on pupil progress   | E | A I R |
| Excellent written and verbal communication skills   | E | A I   |
| Evidence of recent EYFS professional development  | E | A I   |
| Experience of reporting to Governors  | D | A I   |
| <b>Personal Qualities</b>   |   |       |
| Be a positive and professional role model at all times  | E | I R   |
| Strong communication and interpersonal skills   | E | A I R |
| A passion for Early Years and for achieving the very best outcomes for all  | E | A I T |
| Ability to prioritise time using effective organisational skills and a high level of personal motivation  | E | I     |
| Ability and willingness to work effectively as part of a team, learning with and from colleagues  | E | I R   |
| To be creative and enthusiastic to make every day for our pupils engaging and exciting  | E | I R   |
| Demonstrate a capacity for sustained hard work with dedication, energy and vigour   | E | I R   |
| Have a good sense of humour and an ability to bring fun and enjoyment into children’s learning  | E | I R   |
| A caring and considerate attitude towards children, which values each child's potential and recognises each child as an individual                      | E | A I   |
| <b>Other</b>  |   |       |
| Commitment to safeguarding and protecting the welfare of children and young people  | E | I R   |
| Commitment to equality and diversity  | E | I R   |
| Commitment to Health and Safety   | E | I R   |
| Commitment to attendance at work  | E | I R   |
| <b>Confidential References</b>  |   |       |
| Positive recommendation from all referees, including current employer. We will always consider your references before confirming a job offer in writing | E | R     |



Terms and Conditions: In accordance with the School Teacher's Pay and Conditions Document.

The post will be subject to strong supportive professional references. The Governors are committed to ensuring that an appointment will follow safer recruiting procedures and a DBS check will be required before appointment.

Please return your completed application form and letter of application of **no more than 3 sides of A4 in no smaller than font size 12**, stating your appropriateness for the post, taking into account the specific essential criteria above to Head teacher, Mrs L Stinchon email: (head@trawden.lancs.sch.uk)

All email applications will be acknowledged by return email. If you have not received this confirmation within 48 hours of submitting an application, please resend or call the school on 01282 865242

Please note: candidates who do not meet the essential criteria of this person specification will not be considered.