

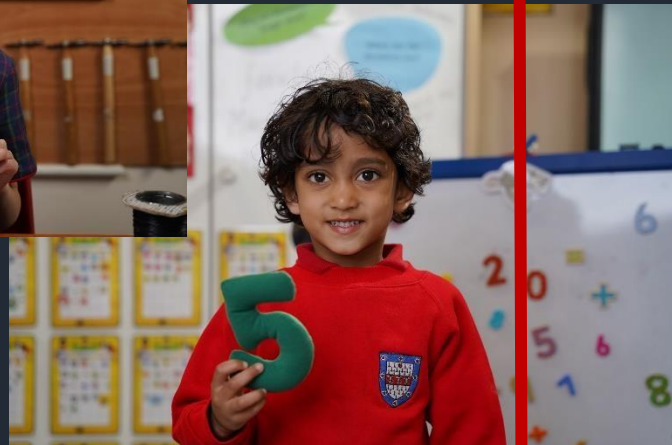


WOODBIDGE
SCHOOL

Work With Us

Year 6 Teacher

Maternity Cover
Application Pack



Year 6 Teacher – Maternity Cover

Full Time

Fixed Term

Salary Scale: £31,343 - £46,114 per annum

We are seeking an enthusiastic, reliable, and dedicated Year 6 Teacher to join our well-established and highly respected team. This is a maternity cover position starting in March 2026 and continuing through to the end of the Christmas term 2026, with the possibility of extension to a maximum of 1 year, in line with Maternity arrangements.

Woodbridge Prep School is an integral part of Woodbridge School, set in beautiful grounds in the heart of Woodbridge. We provide an exceptional educational environment within which each child can flourish.

We are looking for an inspirational, professional, and caring teacher who can deliver high-quality teaching across the curriculum, ideally with the ability to teach Spanish at Key Stage 2. Flexibility, creativity, and a genuine passion for teaching are essential, as is the ability to inspire and motivate young learners.

The ideal candidate will be an excellent and innovative classroom practitioner with experience in Key Stage 2, preferably in Year 6. They will understand the importance of educating the whole child and be committed to supporting pupils' academic progress, personal development, and wellbeing. A willingness to contribute to the wider life of the school, including co-curricular activities, is also expected.

To apply for this role, please click on the link below and complete the application form. Please state on your application which you are applying for. A CV and covering letter alone will not suffice.

For more information about the school and this opportunity, and to download an application pack, please visit: <https://www.woodbridgeschool.org.uk/about/vacancies/>

Woodbridge School is committed to safeguarding and promoting the welfare of children and young people, and successful candidates will be subject to an enhanced check from the Disclosure and Barring Service (DBS).

Woodbridge School is dedicated to creating a diverse and inclusive environment where everyone is treated with dignity and respect. We welcome applications from all individuals regardless of age, disability, gender identity, marital status, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

We value the unique perspectives and contributions that each person brings to our community and strive to ensure equality of opportunity in all aspects of employment. If you require any adjustments during the recruitment process, please let us know.

Closing date: Thursday 4 December 2025

Interview: W/C Monday 8 December 2025

We reserve the right to close the position before the closing date, so please apply as soon as possible to avoid disappointment.

Job Description

Job Title Year 6 Teacher – Maternity Cover (Fixed Term)	
Reporting to Nicola Mitchell	Department Prep

Job Summary
To provide excellent standards of teaching, learning and pastoral support, whilst also contributing to the extra-curricular life of the school.
Key Responsibilities
• Prepare and teach appropriately challenging and engaging lessons to the class in your charge, following guidelines laid down by the teacher responsible for the subject, and in subject policies. Contribute to the vocational and educational decisions relating to pupils. • Take responsibility for ensuring planning and development of the curriculum is timely, in line with policies and agreed with colleagues and designed to be in support of other areas of the curriculum. • Fulfil a clear pastoral role, helping children with their personal organisation and assisting them appropriately in surmounting difficulties, especially when inducting new pupils. Monitor their welfare and liaise with colleagues, senior managers and parents as appropriate. • Forge positive, professional relationships with colleagues and all members of the School community. • Participate as part of the teaching team, contributing to ideas and supporting colleagues. Be committed to collaboration and co-operative working. • Attend all meetings, parents' evenings etc. and take a role in staff duties as required by the Head and Deputy Head, as well as regular duties such as registration and running School clubs. • Take responsibility for, keeping up to date with developments in education and proactively identifying opportunities for CPD. • Take responsibility for the all-round development of children, positively encouraging the ideals and principles contained in the staff handbook. Challenge children to achieve the highest possible standards in their work and their conduct. • Actively monitor children's progress, keeping appropriate records on an ongoing basis. Proactively share any concerns about (or discuss opportunities to further stretch) individual children with the Head and the Deputy Head, or the teacher responsible for the subject in a timely manner. • Maintain high levels of communication with pupils (e.g. feedback on development, reinforcement of rules) and parents (reports, feedback, receive/collect information) to ensure the child's welfare and continued progress are paramount;

- Take responsibility for the classroom in which you teach, creating an environment which is a centre of interest, with attractive (frequently changing) wall displays and other features to “engage” pupils, whilst being tidy and consistent with health and safety requirements.
- Actively engage in School events such as assemblies, productions, Open Days and Taster Events.
- To undertake other reasonable duties which are consistent with both the needs of the school and commensurate with the role of the post holder.

General responsibilities

Health and Safety

- You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with and adhere to the Foundation's/School's Health and Safety Policy.

Child Protection Statement

- The School/Foundation is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. You will be expected to support this approach in the context of your role and to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out your duties you become aware of any actual or potential risks to the safety or welfare of children in the school you must report any concerns to the appropriate Safeguarding Lead or to the Head.

Brand Values

- Ensure that their work, communication and approach conforms to the brand values and house style of the School and the wider Seckford Foundation.
- Keep up to date, and comply with the Foundation's Rules, Policies and Procedures at all times, as detailed on the School Intranet.



Person Specification

Knowledge and Experience	E	D
• Educated to degree level;	✓	
• PGCE or equivalent;	✓	
• Experience of teaching at KS2		✓
• Spanish GCSE or above		✓
• Knowledge of up-to-date teaching methods;	✓	
• Experience of providing teaching via remote learning portal an advantage;		✓
• Knowledge of effective pastoral care and safeguarding and child protection issues;	✓	
Skills		
• Strong communication and interpersonal skills;	✓	
• Ability to inspire pupils of all abilities to achieve their best;	✓	
• Willingness to take action to confront issues and overcome problems;	✓	
• Ability to create and maintain strong relationships with staff, parents/carers and pupils;	✓	
• Team player: works collaboratively with colleagues to balance conflicting demands and share resources;	✓	
• Ability to inspire pupils with confidence to learn and fulfil their potential;	✓	
• Ability to lead a subject specialism.	✓	
Safeguarding		
• All staff are expected to evidence their commitment to promoting the health, welfare and safeguarding of children.	✓	
Personal Qualities		
• Willingness to be involved fully in School life;	✓	
• Inspirational – a genuine passion for teaching, with the ability to enthuse pupils;	✓	
• Aspirational and empathetic with a genuine belief in the potential of every child;	✓	
• Resilient, tenacious, determined and pragmatic;	✓	
• Collaborative and a team player;	✓	
• Flexible and resourceful;	✓	
• Innovative and creatively seeks out new ideas.	✓	

Benefit Statement

Pension	Teachers' Pension Scheme, subject to Total Pay and Benefits approach – further details can be provided on request.
Sick Pay	Company Sick Pay – Subject to Scheme Criteria
Other Benefits	• Free parking • Complimentary lunch is available when the Dining Room is in operation • Access to Employee Assistance Programme



Information for applicants

In order to apply please complete the application form.

Application forms can be downloaded from the School's website:
<https://www.woodbridgeschool.org.uk/about/staff-vacancies/>

Please apply, preferably by email, stating "Year 6 Teacher – Maternity Cover" in the title line to recruitment@seckford-foundation.org.uk.

If you are unable to apply by email then please post your application, marking "Private and Confidential" to **The People Team** at:

Woodbridge School

Marryott House

Burkitt Road

Woodbridge Suffolk

IP12 4JJ

All information will be treated as strictly confidential.

If you have any questions or enquiries regarding the application process, please contact the People Team on 01394 615170.

All appointments are subject to the usual pre-employment checks to meet vetting and barring requirements. For more information about the application and vetting process please refer to the Explanatory Notes provided.

Woodbridge School is committed to safeguarding and promoting the welfare of children and young people and all applicants must be willing to undergo child protection screening appropriate to the position, including checks with past employers and the Disclosure and Barring Service.

Woodbridge School is dedicated to creating a diverse and inclusive environment where everyone is treated with dignity and respect. We welcome applications from all individuals regardless of age, disability, gender identity, marital status, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

We value the unique perspectives and contributions that each person brings to our community and strive to ensure equality of opportunity in all aspects of employment. If you require any adjustments during the recruitment process, please let us know.