



JOB DESCRIPTION: PREPARATORY CLASS TEACHER

Hours: Full Time

Salary: The salary will be competitive and commensurate with experience

Reporting to: Heads of Key Stages 1 and 2

THE SCHOOL

Bishop Challoner is a highly successful and ambitious school providing a warm and welcoming community where each member is embraced and encouraged to flourish and achieve.

We are committed to providing an environment in which all pupils are challenged to be the best they can be, and one in which pastoral care and wellbeing underpin academic and co-curricular excellence. This rings true in the school's motto - 'Dare to do your best'.

We believe in providing an education for life and we seek to ensure that the learning experience at our school blends the best of tradition with the exciting opportunities provided by developing new skills and aptitude for an ever-changing world. Learning how to learn is a key facet of our education philosophy and is an essential need for the twenty-first century.

We believe that a truly excellent school is about more than academic achievement alone: it is about developing a real passion for learning; a capacity for independent and critical thinking; self-awareness and resilience; self-confidence without arrogance and genuine interests that extend beyond the classroom walls.

At Bishop Challoner we focus on developing the whole person, aiming to ensure that each pupil leaves us ready for the challenges of life at university or the world of work, and understanding their responsibilities towards others.

We want our pupils to leave Bishop Challoner well equipped to engage positively with a rapidly changing world as accomplished problem solvers and confident individuals with a clear appreciation of and respect for the views and potential of others.

THE ROLE

We are looking to appoint a dynamic and innovative teacher, with responsibility for monitoring, supporting and tracking the welfare and progress of our students in the Preparatory School. We would like you to be:

- Committed to raising academic standards
- Well qualified and an excellent teacher
- An excellent communicator with strong personal management skills
- Able to provide excellent Teaching and Learning
- Able to embrace change and take it forward
- Able to motivate and interest students
- Able to uphold and promote the Catholic ethos

JOB SPECIFICATION

To ensure continued delivery of excellent teaching and learning. All teachers are responsible for monitoring the academic progress, behaviour and welfare of pupils.

Core Responsibilities

- Be an excellent classroom practitioner, catering for the needs of all pupils
- Have relevant, recent teaching experience in KS1 or KS2
- Produce clear short and medium term plans in all subjects according to Preparatory School Policy
- Teach all subjects required through high quality, engaging and challenging lessons
- Ensure the classroom is a lively and well organised learning environment
- Ensure effective use of resources, including use of ICT across the curriculum
- Be able to provide support for children with SEND and to meet the needs of the most able pupils
- Show thorough and meaningful assessment for learning, with excellent record keeping
- Set and mark homework in line with school homework policy
- Provide high quality, informed marking and feedback to pupils
- Give feedback to parents at parents' consultation evenings and in written reports twice a year
- Take a share of playground/lunch duties as required
- Have a willingness to take part in the extra-curricular life of the school
- Contribute fully to special events organised by the school
- Be able to provide outstanding Pastoral Care
- To attend meetings, where appropriate, to provide occasion for consultation and discussion of matters relating to Key Stage 1 and/or 2
- To ensure that the reporting policy of the school is implemented
- To liaise with parents as appropriate

General Responsibilities

- To promote and uphold the Catholic ethos of the school
- To ensure effective communication with members of staff through meetings and briefings
- To ensure excellent curriculum and lesson planning
- To maintain high standards of assessment and reporting pupils' progress to parents
- To promote an open door classroom policy
- To promote school value and ethos through being an excellent role model
- To be committed to a 3-18 education
- The job description will be subject to regular review

Personal Specification

The successful candidate will:

- Be a highly qualified and enthusiastic teacher
- Be able to analyse data to help evaluate student achievements
- Have considerable knowledge of the curriculum across the Key Stages 1 and 2
- Be enthusiastic with student learning
- Have high expectations and standards
- Have an excellent attendance record
- Have a good sense of humour
- Be able to reflect on own practice and also to receive and act upon constructive feedback from colleagues
- Be keen to undertake further professional development and to feedback to other staff where appropriate

Bishop Challoner is committed to safeguarding and promoting the welfare of pupils and this position is therefore subject to a satisfactory enhanced DBS check.