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**Junior Teacher (Maternity Cover) Job Description - St Margaret’s School**

**Introduction:**

St Margaret’s school is looking for a Junior School teacher able to teach a range of subjects including English and Mathematics to Year 6, and English to Year 5

**Background**

In the Junior School below Year 4, most subjects are taught by each individual class’ form teacher, with the exception of French, PE, ICT and Music, which are taught by a subject specialist. From Year 4 other subjects such as Art and Geography are taken by specialists.

**Main Responsibilities**

* Teaching Junior Subjects to one or two Year groups, though almost exclusively Year 6
* To follow the school’s curriculum and assessment methodology (which are largely based on the National Curriculum)
* To assess prospective pupil applications
* To do at least one duty a week
* Core hours are 8:00am to 4:00pm, with one 8am duty for one week per year. Junior School teaching is between 9am and 3:15pm
* To attend staff meetings and parents’ evenings as required out of school hours
* To write reports for girls
* To contribute to ‘house’ and other whole school activities (e.g. sports day)
* Occasional internal cover of absent staff

**Ideal Candidate**

* The ideal candidate should be experienced and/or qualified to teach Junior School subjects
* He or she will be empathetic to the girls and contribute to the school’s friendly, enthusiastic atmosphere.
* He or she should be familiar with the national curriculum and assessment methodology
* The school adopts a policy of supportive rigour when developing girls’ academic and extra-curricular performance. Small class sizes mean that teachers have the opportunity to pay close attention to their pupils and develop each girl’s skills.
* A sense of warmth and having a caring outlook.
* Any other skills or subject expertise may be helpful.

**Other Information**

* Lunch is provided by the school
* The school has very low staff turnover
* All applicants will be required to undergo an enhanced DBS check.
* The salary will be paid on the Standard Scale, according to the scales applicable in Inner London. A St Margaret’s allowance is paid in addition to this.

**Safeguarding**

The school is committed to the safeguarding and welfare of children, and all staff at St Margaret’s are required to commit to the school’s safeguarding protocols and practice.