



Eastbrook School
part of the Barking Abbey family



GENERAL CLASSROOM TEACHER

Secondary Recruitment Pack



*'If a teacher makes
the weather the
school creates the
climate.'*

Sir Tim Brighouse

Welcome

For me there are three simple things that I want us to achieve

First. We believe in character education which is delivered through all schools. Through this we instil the key habits needed for young people to be successful in life. It also pushes us to be the best in everything we do. Across our schools we have some of the best results in the area, we have pupils at the best universities, we have the most pupils on apprenticeships in the entire country, we have pupils on international scholarships and much more. We have all of this because we push our pupils and each other to try hard and be our best each and every day.

Second. I believe that if you can't see it you can't be it. We want to give our pupils the chance to see successful people of every religion, colour and background whilst they are at school. Whatever their dreams we want to support them and provide the networks and contacts to help them to achieve.

Lastly, we want our pupils to have a voice in the world. To be confident enough to express their views and also to have the knowledge to be able to make an effective contribution. The more you know the more powerful you can be in the world.

The quote from Sir Tim Brighouse symbolises our approach to leadership. It is our role as a leadership team to create the best possible learning environment for our teachers to teach in. In return we expect the best possible teaching from them and our results show this over time. We have created systems and structures that support high quality learning while minimising workload and maximising impact.

Eastbrook is part of the Barking Abbey family and in joining our community you will be part of a group that educates nearly 5000 pupils with over 400 staff. We are well regarded with a fantastic reputation due to our supportive culture for staff, inclusive environments for pupils and excellent academic achievements at all levels.

If you think the way that we do and absolutely believe in the potential of all young people, then we can offer you the chance to make a difference and change our community for the better.

I look forward to receiving your application.

Kind Regards

Tony Roe

**Executive Headteacher
Barking Abbey and Eastbrook Schools**



Eastbrook School

Part of the Barking Abbey Family.

Welcome

Thank you for expressing an interest in applying to work with us.

At Eastbrook secondary phase, all pupils are given the opportunity and platform to work, study hard and achieve in all aspects of the curriculum, in and outside of the classroom. We believe that all pupils should demonstrate good character in all aspects of their life and our curriculum is built around our PROUD Habits, Principled, Resilient, Open, Understanding and Disciplined.

We are a School of Character which allows pupils to demonstrate these habits to offer a full and rounded educational experience.

We are fortunate to have a new school site, which offers some of the best teaching facilities in the area. Our science labs, art and photography classrooms, technology facilities, high spec music and drama facilities and equipment, and multiple sports halls and equipment are second to none. All of which give pupils the best platform for high quality teaching and learning, where teachers are able to teach and learners are able to learn.

We have three key aims for all pupils that attend Eastbrook School.

- For all pupils to strive for Excellence.
- For all pupils to feel that they Belong.
- For all pupils to have the platform to Succeed.

To achieve these aims we ask that all pupils are PROUD. PROUD of the work that they produce and the effort they put into their learning. PROUD of their achievements and that we have a culture of achievement where we celebrate the successes of others. And finally, but most importantly, that all pupils, staff and families are **Proud to be** part of the Eastbrook and Barking Abbey family and community.

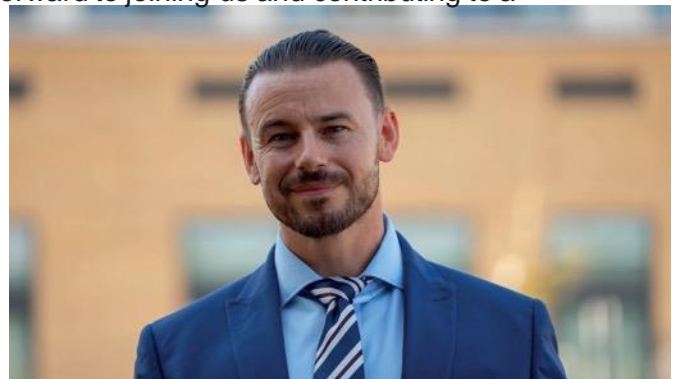
Eastbrook is an evolving and improving school; if you see potential in all young people, and want to help harness and captivate the minds to eager and enthusiastic learners, we can offer you the chance to make a difference, and improve our school for the better.

So welcome, once again to Eastbrook School, and we look forward to joining us and contributing to a community that you are **Proud to be** part of.

King Regards

Jamie Gibson

**Eastbrook Secondary School Headteacher
Barking Abbey and Eastbrook Schools**



Job Information

General Classroom Teacher
Qualified or Unqualified
One Year FTC
Start Date: ASAP
Salary Scale: UQT/MPS/UPS

This is an exciting opportunity to join our school and become an integral part of our team, developing further your subject specialism through being attached to a department, but also having the opportunity to work across the school with variety in your daily duties.

The successful candidate will be able:

- The ability to motivate students and deliver excellent lessons.
- A commitment to Eastbrook expectations and ethos.
- Strong subject knowledge across a range of subjects.
- A desire to work collaboratively and to make a real contribution to the progress of our students.
- The ability to enthuse all young people.
- Excellent interpersonal skills with the ability to establish strong relationships with all stakeholders.
- Self-motivation and be committed to further professional development.

In return we can offer:

- A student-centred, progress focused student ethos.
- A welcoming and supportive community.
- The opportunity to work with a passionate, hardworking and supportive staff.
- A commitment to develop your skills through continued professional development.
- A supportive and committed Leadership Team and Governing Body.
- A cohort of students with high aspirations and a willingness to learn.

Full details are set out in the Application pack including a job description and person spec.

Eastbrook School is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer.

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants.



Job Description

Job Title	General Classroom Teacher
Grade	Main Scale or Unqualified Teacher
Department	Dependent on timetable and candidates subject specialisation
Location	Eastbrook School – Secondary
Line Manager	Relevant HOD
Line Management of	N/A

PURPOSE OF THE ROLE

- To teach lessons in the classroom including the supervision of whole classes during the short term and long term absence of teachers. Classes will include a variety of subjects.
- To deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

TEACHING SUPERVISION

- Undertake sole responsibility for classes of up to 30 students.
- Supervise classes that have a range of abilities, adjusting work to suit the needs of the students. Encourage pupils to interact and work co-operatively with others and engage all pupils in activities. Undertake planned supervision of pupils learning activities.
- If required, supervise students in Internal Exclusion, ensuring procedures are followed.
- Establish productive, positive, engaging working relationships with pupils, acting as a role model and setting high expectations.
- Apply effective use of time during lesson ensuring lesson objectives completed. Promote the inclusion and acceptance of all pupils within the classroom.
- Contribute to reviews of systems/ records as requested.
- Supervise pupils on visits, trips and out of school activities as required.

OPERATIONAL/STRATEGIC PLANNING

- To plan and prepare courses and lessons for a specified subject.
- To contribute to the whole school's planning activities.

STAFFING

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the Appraisal Review process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the school.



Job Description

QUALITY ASSURANCE

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

MANAGEMENT INFORMATION

- To maintain appropriate records and to provide relevant accurate and up-to-date information for MIS, registers, etc.
- To complete the relevant documentation to assist in the tracking of students. To track student progress and use information to inform teaching and learning.

COMMUNICATIONS & LIAISON

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school. To follow agreed policies for communications in the school.
- To take part in liaison activities such as parents' evenings, review days and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

MANAGEMENT OF RESOURCES

- To assist the Head of Department to identify resource needs and to contribute to the efficient/effective
- use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students.

PASTORAL SYSTEM

- To be a Form Tutor to an assigned group of students.
- To promote the general progress and well-being of individual students.
- To liaise with a Pastoral Leader to ensure the implementation of the school's Pastoral System.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required. To contribute to the preparation of action plans and progress files and other reports.
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff. To apply the Behaviour Management systems so that effective learning can take place.



Job Description

HEALTH AND WELL-BEING

- To ensure staff know the current legal requirements, national policies and guidance on the safeguarding and promotion of the well-being of children and young people.
- To ensure staff know the local arrangements concerning the safeguarding of children and young people and know how to identify potential child abuse or neglect and follow safeguarding procedures.
- To ensure staff know how to identify and support children and young people whose progress, development or well-being is affected by changes or difficulties in their personal circumstances, and when to refer them to colleagues for specialist support.

SCHOOL ETHOS

- To play a full part in the life of the school community, to support its distinctive ethos and vision, 'Ours' is a school where everyone gives and expects the best and everyone can say, "I belong" and to encourage and ensure staff and students follow this example.
- Promote actively the school's corporate policies.
- Comply with the school's health and safety and safe-guarding policies and undertake risk assessments as appropriate.

Whilst every effort has been made to explain the main duties and responsibility of the post, each individual task undertaken may not be identified.

The above mentioned duties are neither exclusive nor exhaustive and the post holder may be called upon to carry out such other appropriate duties as may be required by the Head Teacher within the grading level of the post and the competence of the post holder.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

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The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Employees Signature		Date	
Line Managers Job Title		Date	



Person Specification

Knowledge & Skills	Criteria	✓	✓	Assessment Method		
				Application A Interview I Task / LO T		
				A	I	T
	Good teaching experience	✓		✓	✓	✓
	Good classroom management skills and rapport with pupils	✓		✓	✓	✓
	A strong, dynamic character		✓		✓	
	Good communication and inter-personal skills	✓			✓	
	Demonstrate the ability to enthuse and encourage others	✓			✓	✓
Qualifications	A good standard of general education	✓		✓		
	Good <u>Honours Degree</u>	✓		✓		
	A recognised teaching qualification, such as a PGCE		✓	✓		
Experience	Have high personal and professional standards and well-developed pastoral skills and instincts	✓			✓	
	Work well in a team.	✓		✓	✓	
	Demonstrate the ability to enthuse and encourage others	✓			✓	
	Flexible, motivated, able to work unsupervised and an ability to deal with unpredictable situations	✓		✓	✓	
Attitude & Personal Qualities	Tact, discretion and listens whilst maintaining confidentiality	✓			✓	
	Willingness to take part in the wider life of the School	✓		✓	✓	
	Commitment to safeguarding and promoting the welfare of children and young people	✓		✓	✓	
	Motivation to work with children and young people	✓		✓	✓	
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓			✓	
	Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	✓			✓	
	Honesty and Integrity	✓		✓	✓	
	Ability to demonstrate an awareness of equality and diversity and to promote these through working practices.	✓		✓	✓	



EXPECTATIONS OF STAFF

In addition to the specific requirements of the advertised role, all members of the teaching staff are expected to adhere to the areas outlined below:

WHOLE SCHOOL

To promote the vision, culture and ethos of the school.

To deliver our skills-based and knowledge-rich curriculum to the highest standard, ensuring deep learning takes place and that students make excellent progress.

To help maintain excellent behaviour across the whole school.

To contribute to the effective working of the school.

TEACHING AND LEARNING

To teach their specialist subject across the secondary key stages, and achieve the highest quality outcomes and standards of learning for all pupils.

Plan, prepare and teach engaging and effective lessons that motivate, inspire and develop students' skills, knowledge, character strengths and a love of learning.

Use regular assessments to set targets for students, monitor pupils' progress and respond accordingly to the results of such monitoring.

Develop and maintain high expectations of routines, behaviour and attainment for your classroom and the wider school.

Ensure that all students are on track to achieve at least nationally expected standards of attainment, and where this is not the case, intervene appropriately to address the identified gaps in learning.

Enrich the curriculum with regular school trips and visits that reinforce learning.

Maintain regular and productive communication with pupils, parents, carers and colleagues.

Implement and adhere to Eastbrook's Code of Conduct and safeguarding policies, ensuring the health and well-being of pupils is maintained at all times.

ETHOS AND VALUES

Role model Eastbrook's PROUD values - Principled, Resilient, Open, Understanding and Disciplined

Support the school's values and ethos by contributing to the development and implementation of policies, practices and procedures.

Help create a strong school community, characterised by excellent behaviour and caring, respectful relationships.

Help develop a culture and ethos that is committed to high academic achievement and the development of good character.

OTHER

Undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development.

Undertake other various responsibilities as directed by the Headteacher.



PERSONAL AND PROFESSIONAL QUALITIES

In addition to the specific requirements of the advertised role candidates will have:

An understanding of, and a commitment to, the vision and values of the school

An understanding of how to establish and instil consistently high standards of behaviour and a culture of high achievement in an inner city classroom.

The curiosity to question the status quo and to visit, read and learn from others.

A genuine belief in the potential of every child to be skilled, knowledgeable and virtuous.

An appreciation of the value of data to identify weaknesses and inform continual improvement.

The drive and perseverance to continually reflect, evaluate, improve and learn.

Integrity and a willingness to take personal responsibility for their own actions.

Excellent organisational skills and ability to work effectively and efficiently with others.

A strong ethos of service and the desire to work collaboratively with partner stakeholders, agencies and peers within and beyond the school.

OTHER

Commitment to equality of opportunity and the safeguarding and welfare of all pupils.



VISION AND APPROACH

Eastbrook is a happy, purposeful place where young people and adults enjoy learning together. We have a clear vision for the school that is based on a broad understanding of what success looks like for our students.

Our vision is for Eastbrook to be a school where academic attainment is high and the academic progress of individuals is maximised; a place where all young people acquire the character virtues that lead to success in school and university, in work and life beyond.

To ensure this success we have developed an exacting curriculum that is skills-based and knowledge-rich; we offer an educational experience that stimulates an appetite for learning, and encourages and guides our students to achieve beyond their perceived potential. Alongside this we have defined five core character virtues that we particularly value and we pursue through explicit character education.

We take an inclusive approach that maintains a focus on the wellbeing and progress of every young person; we provide a safe place for learning through the application of our positive behaviour system; and we achieve better results by establishing a partnership between parents and teachers.

All the adults who work at the school are committed to this clear vision and are driven by our shared understanding of what success for our students looks like and how we achieve that success together.

To find out more about learning and teaching at Eastbrook, take a look at our website.

www.eastbrookschool.org



OUR COMMITMENT TO YOUR DEVELOPMENT

At Eastbrook we know that investing in you is an investment in our students' success.

Week to week this means a programme of ongoing training that will introduce new ideas, challenge accepted practice and give opportunity for genuine involvement in moving teaching and learning forward. It means regular opportunity to discuss ideas and collaborate with colleagues through the provision of extended weekly PPA - 20% more than most other schools. And, it means opportunity to reflect on your own and others' practice using cutting edge technology, and to do so as part of regular coaching sessions.

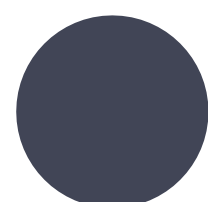
In addition, the school will support you in developing your specific talent and furthering your career. Whether you are interested in developing an area of expertise or whether you are interested in developing as a leader, we will support you in identifying the appropriate course. At present we have staff enrolled on a number of subject specific courses, from short courses linked to discrete curricular approaches to longer courses at Masters level.

At Eastbrook you will be encouraged and supported to find and pursue your own development path.



RECRUITMENT TIMELINE

	Call or email the school to arrange a visit the school to find out more about us.
12/04/2024	Deadline for submission of application form (12.00pm).
TBC	Candidates will be informed of the outcome of shortlisting.
TBC	Interviews will be arranged after this date.



SAFER RECRUITMENT

Eastbrook is committed to safeguarding and promoting the welfare of children and young people in our school. In order to meet this responsibility, our school follows a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below, but can be provided in more detail on request.

DISCLOSURE

Eastbrook requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment – this will depend upon the nature of the offence(s) and when they occurred.

APPLICATION

Complete the application form and send it by email to Jobs@eastbrookschool.org or via TES

SHORTLISTING

Only those candidates meeting the right criteria will be taken forward from application.

INTERVIEW

Shortlisted candidates will take part in an interview process that includes teaching a lesson and an interview. We will be assessing all candidates on their commitment to our values as well as their teaching ability and experience. During interview, candidates may be asked to address any discrepancies, anomalies or gaps in their application form.

REFERENCE CHECKING

As appropriate, references from your previous and current employer will be taken up following interview. Where necessary other previous employers may be contacted to gather further information.



ENCOURAGING DIVERSITY

Eastbrook School is committed to eliminating discrimination and encouraging diversity amongst our employees. Barking and Dagenham is one of the most diverse London boroughs. Our aim is that our workforce is representative of the people that live in the borough and that each employee feels respected and able to give their best.

To that end we are committed to provide equality and fairness for all in our recruitment and employment practices and not to discriminate on grounds of age, disability, gender reassignment, marriage/civil partnership status, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. We oppose all forms of unlawful and unfair discrimination.



SCHOOL INFORMATION

Eastbrook is an all-through school. The primary school was opened in September 2016 and is growing in size year on year. There are currently 130 pupils on roll and one class in every year group from Reception to Year Six.

The proportion of pupils who speak English as an additional language or come from minority ethnic groups is high.

The proportion of children who are eligible for the pupil premium is well above average. The pupil premium is additional funding given to schools for children in specific groups including those in the care of the local authority and those known to be eligible for free school meals.

Eastbrook is situated in the London Borough of Barking and Dagenham.

The nearest tube station is Dagenham East on the District Line.

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Eastbrook School
part of the Barking Abbey family

