



# HUJJAT PRIMARY SCHOOL

**Reception Class Teacher**

**Application Pack**

**January 2020**

**Permanent, Full Time**

**Start date 1 September 2020**

**MPS (suitable for an NQT) Outer London**



## Welcome

Thank you for your interest in this unique and exciting opportunity to play an important role in the development of a brand-new free school in Harrow.

The Hujjat School Trust's vision is to develop a school infused with positivity, creativity and passion for learning, which raises all children's aspirations regardless of their backgrounds.

School years are amongst the most influential period in our lives. Using Hujjat Primary's values-based approach to education, teachers will model values of the school to help create a happy and inclusive environment inspired by Islamic values where children can indulge their curiosity, develop a lifelong love for learning and build the foundation from which they can grow to become ethical, responsible and inspirational members of society.

Hujjat Primary School has been scheduled by the DfE to open in September 2020 as Harrow's first Muslim faith designated Free School and will have capacity for 420 children across 7 year groups by 2027.

David Poole,  
Headteacher



*"pursuit of knowledge  
kindness & honesty  
peace & equality  
freedom of speech & thought"*



## What we are looking for

We will be welcoming children of all faiths and none, starting with 60 children across two Reception classes in September 2020. We are seeking a Class Teacher, having already recruited an EYFS lead. Faith of a particular kind is not necessary but would be an advantage. What is essential is:

- A commitment to a Values based Educational philosophy
- A commitment to nurturing and valuing pupils in order to achieve at the highest levels
- Ability to work successfully with parents and carers
- A thorough understanding and commitment to safeguarding all members of the school community.

## Why join us?

You will work with the EYFS lead and the Headteacher to shape the schools future direction and transform the lives of children in our care.

The Trust is committed to offering the successful candidates a variety of comprehensive learning and developmental opportunities with partner Trusts and local schools as the school grows.



## Ethos

Our faith designation will be reflected in the values of the school, fostering cohesion and placing the school at the heart of the community.

The universally accepted human values and principles that are also cornerstones of the Islamic faith, will be promoted and embedded into the fabric of the school through the curriculum and the behaviour policy, ensuring that everyone, adults and children, of all faiths and none, can identify with and benefit from them.



## Location

We are based in an existing building in Harrow Weald, surrounded by nature yet close to local amenities and transport links.

Harrow is a vibrant, diverse Borough with a history of strong educational standards and many schools achieving above the expected national levels. The primary schools are very supportive of each other and often work on new initiatives together. The successful applicant will have the opportunity to help shape the educational plan, curriculum and environment of the school as founding members of staff.



## Curriculum

The Islamic philosophy of education emphasises that education must be for the holistic development of the individual and of society. At Hujjat Primary School, our commitment to outstanding academic achievement will therefore go hand-in-hand with the nurture of values, which underpin the development of good character.

Led and developed by our appointed headteacher, the curriculum will grow mind, body and character through:

- A broad, balanced, vibrant and inclusive core curriculum that fosters curiosity and outstanding academic achievement;

*Successful learners,  
able to think,  
question and reflect  
independently*

*Confident, respectful  
and effective  
communicators who  
can express themselves,  
make informed choices  
and build positive  
relationships*

- Experiential teaching, enrichment activities that are a feast for the senses, and focused time on health, hygiene, nutrition, personal and social skills;

*Well-rounded and responsible  
citizens with a respect and  
appreciation for the rights,  
views, values and property of  
others, and who make a positive  
contribution to the school and  
the community beyond*

- A values curriculum through which we will develop the virtues of good character, enabling our pupils to apply their knowledge and turn it into action for the benefit of our school and the wider community.

Hujjat Primary School will embody high expectations, high standards, and enable children to extend their learning to engage with local, national and international initiatives that will reflect the diversity in our community both within and outside the school.



## Governance

The Hujjat School Trust was established in response to parental demand for a high performing school that could foster cohesion and promote a better understanding of the Islamic faith across the community. Approved in 2016, the team of educationalists, business professionals, local parents, community members and faith leaders have worked closely with the DfE to secure the site and are now preparing for the opening of the school in 2020.

## The vacancy

We are now seeking to appoint a member of staff for a Reception class starting on 1<sup>st</sup> September 2020.

Please refer to the job description and person specification below for further details. For further information about our school, please look at our website:

<https://hujjatprimary.org>

## How to apply

Candidates of all faiths and none are very welcome to apply.

We hope that the information provided is useful and informative. If you wish to arrange an informal discussion in relation to the role, please do not hesitate to contact David Poole, Headteacher, on [headteacher@hujjatprimary.org](mailto:headteacher@hujjatprimary.org). or 07951 748708.

To apply, please complete an application form and send it via email to [info@hujjatschool.org](mailto:info@hujjatschool.org)

**Closing date for applications:**      **Friday 27<sup>th</sup> March 2020, 1pm**

**Interview date:**                      **Tuesday 31<sup>st</sup> March 2020**

## Safer Recruitment

Hujjat School Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in a way that supports this commitment. Appointment to this post will be subject to satisfactory pre-employment checks including:

- Right to work in the UK
- Health
- Identity
- Relevant work qualification
- Barred List Check
- Disclosure and Barring Service Check
- References
- S128 Check
- Childcare disqualification declaration



# Reception Class Teacher

## Job Description



HUJJAT PRIMARY SCHOOL

**Responsible to:** Headteacher

### **Purpose of Job:**

- To meet the requirements and carry out the duties of a teacher as set out in the School Teachers Pay and Conditions Document and The Professional Standards for Teachers.
- To act in accordance with the directions reasonably requested by the Head Teacher.

### **Teaching Responsibilities:**

- To plan and deliver appropriate, broad, balanced, relevant, differentiated and challenging lessons to all their pupils appropriate to their needs.
- Delivering a consistently high standard of lessons to pupils.
- Marking, assessing and reporting on the progress of pupils.

### **Main Class Responsibilities:**

- To continuously ensure that children are progressively learning throughout the year.
- To assess, record and report on aspects of pupils' standards, progress and development.
- To model the Values of the school.
- To encourage high standards of behaviour so effective learning can take place, and good relationships can be formed within the school community.
- To contribute to whole school planning activities.
- To effectively lead and manage other adults within their classroom.
- To develop their subject knowledge and expertise keeping up to date with national developments, teaching practice and methodology to support pupils in achieving high standards.
- To ensure they provide effective curriculum coverage, continuity, progression and challenge.
- To assist with the monitoring and evaluation of subject delivery through (e.g. work scrutiny, resource audits and data analysis).
- To manage their classroom resources effectively.
- Lead acts of collective worship.
- To work co-operatively with other staff members to develop practice within school.
- To carry out any other reasonable requests which may be required to fulfil the role.

### **All Staff will:**

- Support the aims and policies of the school.
- Keep up to date with current trends in education.
- Aim to foster good relations between the school and the community.
- Maintain professionalism and confidentiality at all times.

This job description will be reviewed as part of the Performance Management Process but may be changed at any time if necessary.







HUJJAT PRIMARY SCHOOL

## Reception Class Teacher Person Specification

	Essential	Desirable
<b>Education and qualifications</b>		
Qualified Teacher Status	X	
Honours Degree	X	
Maths, English and Science GCSE (A* - C) or equivalent	X	
<b>Experience</b>		
Teaching Foundation Stage Pupils – Aged 3-5	X	
Experience of providing relevant, differentiated and inspired teaching for all pupils in assigned class.	X	
<b>Knowledge and skills</b>		
Effective teaching and learning style	X	
Well-developed oral and written skills including clear articulation	X	
Effective ICT skills	X	
Skilled behaviour management	X	
Proven ability to make an impact	X	
Ability to relate to, and communicate with children in and out of the classroom	X	
Ability to self-evaluate learning needs and actively seek learning opportunities	X	
Able to engage and develop learning so that children make very good progress		
Able to work constructively and flexibly as part of a team understanding classroom roles and responsibilities	X	
Willingness to support individual personal and hygiene needs	X	
<b>Personal attributes</b>		
A commitment to the Hujjat Primary School vision and values	X	
Positive, enthusiastic outlook, embracing change and innovation	X	
Demonstrate respect and empathy towards others	X	
Resilience, perseverance and optimism in the face of difficulties and challenges	X	
Resourceful and solutions focused	X	
<b>Safeguarding</b>		
A clear understanding of safeguarding	X	

