



# EATON HOUSE SCHOOL

## Year 3 Form Teacher (Maternity Cover)

### Eaton House School

Eaton House Schools comprises of five individual schools spread across two sites. All the Schools are well known for their academic prowess and outstanding results across the board. Our understanding of all children and their different levels of development are addressed effectively with an emphasis on encouraging and fostering individual areas of talent as well as instilling confidence, self-worth and respect for others.

Eaton House School has a non-selective entry for children aged 2 and 5 and selective entry in all other age groups. The school educates boys and girls at Nursery (aged 2-4) and boys only from Reception to Year 6.

We strongly believe that the pupils should be given maximum opportunities to excel and fulfil their potential. We provide a wide and varied curriculum within a structured and traditional yet forward-thinking environment.

Eaton House is well known for its academic prowess and outstanding results in placing boys at 7+, 8+ and 11+ into the leading day and boarding Preparatory Schools. There is an emphasis on encouraging individual areas of talent as well as instilling confidence, self-worth and respect for others.

Eaton House School was established in 1897 and since 1937 has been housed in two adjoining white stucco buildings on Eaton Gate between Eaton Square and Sloane Square.

### Job Description

The boys start in the Kindergarten (Reception) which has a non-selective entry.

Form teachers are responsible for the welfare and educational development of all pupils assigned to them by the Headmaster.

Form teachers will be required to:

- Plan and prepare schemes of work and individual lessons, appropriate to the needs, interests, experience and existing knowledge of the pupils in the form.
- To teach various forms, groups or individual pupils, and to set tasks to be undertaken both at school and for homework.
- To mark and assess pupils' work and to record their development, progress and attainment.

- To maintain good order, discipline and respect for others among pupils; to promote understanding of the school's rules and values; to safeguard health and safety; and to develop relationships with and between pupils conducive to optimum learning.
- To build and maintain co-operative relationships with parents, and to communicate with them on pupils' learning and progress.
- To maintain an attractive and stimulating classroom environment, and to contribute to displays in the school as a whole.
- To provide oral and written assessments, reports and references for individuals and groups of pupils.
- To take part in the life of the school by attending assemblies, registering the attendance of pupils and supervising pupils at play and lunch.
- To contribute fully to the extracurricular life of the school.
- To keep abreast of developments in current educational thinking and practice.

## **Salary**

The School has its own competitive salary which is reviewed annually. The Teacher's Pension Scheme is available to all staff.

## **Safeguarding and Child Protection**

Eaton House Schools is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring check.

## **Applications**

Please send by post or email a completed and signed application form and the Disqualification Self-Declaration form included in the application pack, along with any administrative enquiries, to [hr@eatonhouseschools.com](mailto:hr@eatonhouseschools.com).

Any queries about the specifics of the role should be addressed to the Head of Human Resources, Miss Jessica Morse, at [hr@eatonhouseschools.com](mailto:hr@eatonhouseschools.com) or on 0207 924 6000.

*The post-holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the school's child protection officer or to the Headteacher.*