LAMBROOK

NURTURING POTENTIAL SINCE 1848

PART-TIME PRE PREP TEACHER (RECEPTION)

Information for candidates

Required for September 2020



The closing date for applications is Wednesday 12th February 2020.

Interviews will take place on Wednesday 26th February 2020.

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THE SCHOOL

Lambrook is a leading Independent day and flexi-boarding Preparatory School for 560 boys and girls aged between 3 and 13. Lambrook offers excellence in Independent education and attracts, develops and inspires some of the country's best teaching talent.
The School comprises of two sections: the Pre Prep, for pupils in the Early Years Foundation Stage and Years 1 and 2, and the Prep for pupils in Years 3-8. Boarding is accommodated in two houses and flexible boarding is encouraged, with over 200 pupils making use of this provision.

PROVEN TRACK RECORD

Lambrook has been rated 'excellent' in every area following our ISI Inspection; which included the quality of teaching, pupils' achievements, opportunities in sport, music, Performing Arts and extra-curricular activities, as well as boarding provision and pastoral care.

Lambrook has an outstanding track record in preparing its pupils for the top senior schools in the country.





A DISTINCTIVE APPROACH

The school is a forward-thinking yet traditional school with a strong family ethos. Founded in 1860, the school has a rich history of success and is proud of its reputation as one of the leading prep schools in the country. Lambrook offers some of the best facilities in the independent sector at Preparatory level. The School has recently completed a £6m new development which provides pupils with a remarkable environment in which to unleash their talents in Art, Design & Technology and the Performing Arts, as well upgrades across many other areas including classrooms, IT provision and sports amenities. This development compliments the School's other recent projects which include a Diamond Jubilee Performing Arts Centre and a 25 metre indoor swimming pool.

THE FUTURE

Such improvements have had a transformational effect upon the Lambrook community, not only in terms of our facilities, but more importantly in the quality of the education that we are able to provide for all of our pupils. The earlier years are the most formative; through nurturing potential and providing these opportunities, we work with pupils to build their own foundation, so that they are able to progress and then flourish both at senior school and in their lives ahead. We are committed to continue to do this through the development of our School campus and also through the provision of bursaries, for those who would truly benefit.

CANDIDATE SEARCH

The School seeks to appoint an outstanding Part-Time Reception teacher . The role is available from September 2020 and is for 3 days per week.

The successful candidate will be willing to make a wide contribution to the life of this busy, exciting and successful school.

Applications are welcome from those with appropriate independent or maintained sector experience.

Pre Prep pupils are taught in a self-contained department and there are three classes in each year group. As a Class Teacher, the successful candidate will be responsible for all aspects of the children's pastoral and academic lives.



PERSONAL QUALITIES

- High quality classroom teaching skills including the planning, preparation and teaching of exciting, challenging and engaging lessons
- Commitment to maintaining the highest standards in teaching, learning and pastoral care
- Ability to work collaboratively as a team member
- Commitment to high quality assessment and reporting
- Excellent planning, differentiation and time management skills
- Excellent communication skills with children, staff and parents
- Demonstrate a passion for learning and education and desire to develop yourself
- Ability to lead extra-curricular activities
- Experience or and interest in leading computing within the Pre Prep (not essential)

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PERSONAL SPECIFICATION

- An Honours degree with QTS or a PGCE
- Training and experience working with children in KS1 and/ or EYFS
- An outstanding classroom practitioner who is fully conversant with the KS1 Curriculum
- Evidence of a commitment to their professional development
- Evidence of ICT confidence and competence
- A clear understanding of the safeguarding responsibilities of the role



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SCHOOL AIMS

Since 1860, Lambrook has been laying the foundations for its pupils' futures. Children have one opportunity for an education which will form the basis of their lives and, at the same time, one childhood; Lambrook aims to keep a happy balance between the two. During their time with us, we give our pupils the 'Feathers to Fly' so that when they leave us, they will spread their wings and will take flight; leaving Lambrook as confident, happy, engaging, mature, considerate and thoughtful young adults who are outward looking global citizens.

Inspiring
Inspiring pupils from Nursery through to Year 8, ensuring an outstanding level of education from our exceptional staff.

Nurturing
Nurturing all pupils through an outstanding level of pastoral care, enabling them to flourish in a happy environment

Providing
Providing pupils with an abundance of opportunities to discover, develop and showcase new talents.

Preparing
Preparing our children for the next stage of their educational journey by giving them the skills for scholarship and Common Entrance entry at leading Senior Schools.

Equipping
Equipping our children for the ever-increasing challenges of the world in which they live; giving pupils the skills and the confidence to understand technology, the environment and other cultures better, thus enabling them to make a difference in the world, both now and in the future.



The Application Process

- Applicants are asked to provide the Headmaster with a letter of application (no more than two sides of A4). The letter of application should offer a personal insight into the skills and aspirations of the candidate.
- Applications will only be accepted from candidates completing the enclosed Application Form in full with an accompanying photograph.
- The successful applicant will be required to undergo Enhanced Disclosure clearance (DBS) from the Criminal Records Bureau.
- If you are currently working with children on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including disciplinary offences relating to children or young persons (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any enquiry or disciplinary procedure. If you are not currently working with children, but have done so in the past, that previous employer will be asked about these issues. Where neither your current nor your previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although they may, where appropriate, answer 'not applicable' if your duties have not brought you into contact with children or young persons.
- You should be aware that provision of false information is an offence and could result in the application being rejected or in summary dismissal, if the applicant has been selected, and possible referral to the police and/or the Department for Education Children's Safeguarding Operation Unit.

Invitation to Interview

- If you are invited to interview, this will be conducted in person and the areas which it will explore will include suitability to work with children.
- References will be requested before interview unless there is a valid reason not to do so.
- All candidates invited to interview must bring documents confirming any professional qualifications that are necessary or relevant for the post (e.g. the original or certified copy of certificates, diplomas, etc). Where originals or certified copies are not available for the successful candidate, written confirmation of the relevant qualifications must be obtained from the awarding body.
- All candidates invited to interview must also bring with them three forms of identification. Either three from Group A or two from Group A and one from Group B:
  - <u>Group A</u>
    - A current driving licence together with paper licence,
    - A passport,
    - A full birth certificate,
    - Marriage certificate (if applicable).
  - <u>Group B</u>
    - A utility bill or financial statement showing the candidate's current name and address (dated within the last three months).
  - Where appropriate, any documentation evidencing a change of name.
  - Please note that originals of the above are necessary. Photographs or certified copies are not sufficient.

Pre-Appointment Checks

Any offer to a successful candidate will be conditional upon:

- Verification of identity and qualifications
- A check at the Department for Education List 99 and the Protection of Children Act List, as appropriate
- A satisfactory DBS Enhanced Disclosure
- Verification of professional status, such as GTC registration, QTS status (where required), NPQH
- Verification of the successful completion of a statutory induction period (applies to those who obtained QTS after 7 May 1999)
- Where the successful candidate has worked or been resident overseas in the previous five years, such checks and confirmations as the School may require in accordance with statutory guidance
- Verification of medical fitness in accordance with the Department of Education Circular 4/99 "Physical and Mental Fitness to Teach of Teachers and Entrants to Initial Teacher Training"
- Satisfactory completion of the probationary period.

SALARY & BENEFITS

The school has its own generous salary scale and is a member of the Teachers' Pension Scheme. A generous package commensurate with experience will be awarded to the successful candidate. If the candidate has children of Prep school age a means tested Fee remission is available. Accommodation may be available for the right candidate; please enquire during interview.



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TATLER

Prep School of the Year 2016

THE GOOD SCHOOLS GUIDE

"Lively and unstuffy"

ISI

"excellent" rating across the board

THE WEEK

"Best All-Rounder Prep"

