



# **JOB SHARE KS2 TEACHER**

**SALARY: SALARY:**  
MAINSCALE

JOB SHARE – 2.5 DAYS PER WEEK (0.5 FTE)  
PERMANENT

EXPERIENCED TEACHERS & NQT APPLICATIONS  
WELCOMED

**TO START: JANUARY 2018**





## KS2 TEACHER

St Michael's Prep School is a co-educational day school, rated 'Excellent' by the ISI in March 2017, with 440 children aged 2-13, enjoying a beautiful location, overlooking 90 acres of land. Our state of the art Pre-Prep building sets each child on a learning journey that is rich, active and inspiring. Children continue into the Prep School, taught by a large number of specialist professionals who work throughout the school to provide a rich array of curricular and co-curricular opportunities.

Working within Prep for KS2, the successful candidate will have QTS and will be able to offer skilled and inspiring teaching, perhaps as an NQT or refined through experience and be excited by the prospect of working in a close-knit team with an outstanding record and reputation. Prep staff are committed to giving our children the best start in their education. You will be encouraged to enhance our range of after school activities with your additional skills, perhaps in music, sports, languages, IT or other fields.

If you would like to apply for this role, please send a completed application form (downloadable from our website) together with a covering letter explaining why you are the ideal candidate for this role to Nicola Holland, HR at:

[recruitment@stmichaels.kent.sch.uk](mailto:recruitment@stmichaels.kent.sch.uk)

**APPLICATION DEADLINE:** 12 noon Thursday 16<sup>th</sup> November 2017

**INTERVIEW DATE:** Wednesday 29<sup>th</sup> November or Friday 1<sup>st</sup> December 2017

*St Michael's Prep School is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to an enhanced disclosure through the Disclosure and Barring Service.*



## KS 2 JOB DESCRIPTION

### RESPONSIBLE TO:

- Your job share partner
- Your Head of Department/ KS Co-ordinator
- The Deputy Heads
- The Head
- Governing Body

### KEY RESPONSIBILITIES

#### Teaching

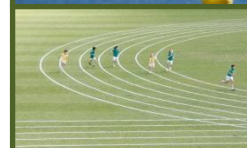
- To teach the School's academic and wider curriculum as defined, with regard to both style and content in the School documentation; to show a high level of planning and organisation for the effective delivery of the curriculum.
- To monitor and mark children's work and maintain all records and reports in line with School requirements.
- To differentiate for the needs of each child and liaise with additional needs support as necessary.
- To jointly plan and organise appropriate educational trips.

#### Pastoral Care

- To ensure the well-being, happiness and success of each child
- To promote children's independence and self-esteem through enabling their success

#### Communication

- To liaise with your job share partner, Head of Department, Deputy Heads, the Learning Development Manager and other staff as required.
- To treat children at all times in a manner consistent with specific school policies and the broader ethos of the school
- To play your part in promoting and maintaining a high profile department.
- To read the "parent newsletter", the week ahead and the calendar.
- To maintain appropriate level of liaison with outside bodies, subject hubs/ teacher networks etc.
- To maintain and foster links with parents / families through formal and informal parents' meetings and other meetings as necessary
- To take part in team meetings, liaising with colleagues to ensure a high level of well-being for all our children.



Teamwork

- To participate in all necessary duty rotas within and around the school day
- To co-operate with colleagues in teaching and curriculum planning and to provide cover for teachers as the need arises
- To participate in in-service training as part of career and curriculum development, in line with school needs.
- To be in school during the 'school day' and for such additional hours as are necessary to discharge effectively all professional duties
- To have regard to the health and safety of all children, staff, parents and visitors to the school
- To safeguard and promote the welfare of all children
- To have respect for the confidential nature of the post

## PERSON SPECIFICATION

St Michael's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

### Our staff need to be:

- eligible to work in the UK
- passionate about working with children
- committed to excellent provision for all children
- great communicators
- organised
- proactive
- efficient
- reliable
- flexible
- great team players
- computer literate

### Our teachers need to have:

- a warm and encouraging manner
- a secure understanding of the progression expected within the National Curriculum
- experience of assessment
- energy
- commitment
- patience
- a love of learning, challenge and personal development
- an enhanced disclosure via the DBS (which the school would organise)
- the ability to form and maintain suitable relationships and personal boundaries with children and young people
- the strength to work with challenging behaviours
- a sense of humour