



KSI TEACHER MATERNITY COVER

St John's Beaumont is a Roman Catholic (Jesuit) preparatory school for boys aged between 3 and 13.

We are looking to appoint a KSI teacher to cover maternity leave from October 2017. The KSI teachers are part of the Pre-Prep School at St John's Beaumont. Incorporating Nursery to Year 2 (one form entry in Nursery and Reception and two form entry from Year 1), boys are taught in a 'class teacher' structure with some lessons taught by subject specialists (e.g. Music, Sport Drama). The Pre-Prep is linked strongly with the Middle and Upper parts of the school and interaction between both staff and boys is strongly encouraged.

Set in a rural location adjacent to Windsor Great Park, St John's Beaumont is the oldest purpose built preparatory school in the UK, yet enjoys excellent facilities including modern, well-resourced classrooms, a swimming pool and sports hall, small class sizes and excellent academic, musical and sporting results.

The school operates its own generous pay structure.

Completed applications should be sent, with a covering letter addressed to the Headmaster by email or post, to arrive no later than 10 a.m. on the closing date to: Ms Wisden, Headmaster's PA, St John's Beaumont, Priest Hill, Old Windsor, Berkshire SL4 2JN or by email to hoffice@sjb.email. Please note that CVs will not be accepted.

Full details of the school can be found on the school website (www.sjbwindsor.uk) where an application pack and all documents relating to this post can be downloaded.

St John's Beaumont is committed to ensuring the safety of its pupils and as such any successful candidate will be subject to an enhanced check by the (DBS) Disclosure and Barring Service.



KSI TEACHER

JOB DESCRIPTION

- To play a pro-active and support role in developing the Roman Catholic ethos of St John's.
- To follow guidelines, policies and school philosophy as laid out in the Staff Handbook and Family Handbook.
- To be a Form teacher to a group of either Year 1 or Year 2 boys. To assess their academic and social needs and to meet those needs as far as is possible within the classroom situation.
- To liaise with Support Teaching Staff and external agencies as necessary to deliver effective learning provisions for pupils who are experiencing mild special educational needs.
- To work with the parallel teacher to ensure that planning and delivery of lessons achieve a consistently high standard.
- To ensure that all books are marked regularly and that the School's 'Assessment Policy' is maintained rigorously through the academic year. To provide accurate transfer information at the end of the academic year to relevant teachers.
- To play a pro-active role in the development and implementation of the LMS (interactive ICT) system throughout the school in a range of curricular subjects.
- To provide a stimulating and challenging environment, where each boy is given the opportunity to perform to the very best of his ability.
- To offer 2 extra-curricular activities after school to boys in the Pre-Prep on a weekly basis.
- To follow school assessment and monitoring procedures tracking progress, complete records and reports as required.
- To organise, in conjunction with parallel teacher, termly trips for boys in your year group that have a curricular forum.
- To produce an IEP for boys on the 'Special Needs Register', if appropriate.
- To supervise and organise class assemblies, charity events and other class activities when required.
- To eat lunch with the boys and supervise.
- To work collaboratively with staff to develop whole department policies.

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- To attend meetings and INSET courses and keep up to date with current educational issues.
- To take an active part in extra-curricular activities, attend concerts, plays and other whole school events and to participate fully in general school life.
- To provide games coaching for suitably qualified staff.
- To share supervisory duties at morning and lunch break and at the end of the day on a rota basis.
- To cover for absent colleagues, on occasion, during non-contact periods
- To participate in the duties which are part and parcel of a boys' school (break-time, lunch, occasional weekend duties in boarding house (maximum once per term)
- St John's Beaumont operates a no smoking policy.

All of the above descriptions will be assessed through close scrutiny of each applicant's Application Form, observation of lesson, individual references and throughout the interview process.

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ST JOHN'S BEAUMONT

Person Specification

	ESSENTIAL	DESIRABLE
EDUCATION/ QUALIFICATIONS	<ul style="list-style-type: none"> To be educated to degree standard 	<ul style="list-style-type: none"> Qualification and/or training that is relevant to the teaching of KS1. To have had experience of working or learning in a Roman Catholic school.
EXPERIENCE	<ul style="list-style-type: none"> Experience of working with children of prep-school age Experience of teaching French 	<ul style="list-style-type: none"> Knowledge of Pre-Prep or EYFS School/Education environment (children aged 3 - 7) Preparing and working with gifted and talented children Experience of teaching children with mild learning difficulties Experience of Forest Schools
SKILLS & ABILITIES	<ul style="list-style-type: none"> To actively support the religious life and ethos of the School To be imaginative and demonstrate flair for teaching in a 'single sex (boys)' classroom environment To possess strong leadership skills To be firm but fair To be a team leader To be an excellent communicator, orally and in writing, with boys, parents and other staff Good time management skills To be willing to play a pro-active role in the development of ICT to enhance teaching. To be discreet and adhere to confidentiality. To have excellent interpersonal skills To be willing to attend courses and conferences 	<ul style="list-style-type: none"> To be able to coach boys' games (rugby, cricket & football)
PERSONAL QUALITIES	<ul style="list-style-type: none"> To have a sense of humour To be self-motivated To be committed To demonstrate patience and tact To be confident To be flexible, resilient and well-organised 	<ul style="list-style-type: none"> Enthusiasm and willingness to undertake training in relevant areas

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