

CHANNING JUNIOR SCHOOL

**Junior School Teacher
(Maternity cover)
September 2020**



Information about the post for candidates

The School

Awarded 'Exceptional' in its achievements in teaching and learning, and 'Excellent' in all other areas inspected (the highest possible awards in all categories) by ISI in 2015, Channing School is summed up by its Vision, 'Girls Enjoying Success'.

Girls at Channing enjoy academic success from a tailored educational programme that encourages confidence, independent thinking and provides girls with life skills to take on the next stage of their education as thoughtful, responsive, socially aware adults, prepared for the challenges of the world today.

Founded in 1885 by Unitarian sisters and supported by Rev. Robert Spears, Channing School, named after notable American Unitarian William Ellery Channing, has been known as a successful, happy community. Remaining true to our Unitarian foundation, the School is an inclusive community that values the individual skills, spiritual beliefs, achievements and contribution of all members of the school community.

Going beyond Academic Achievement

We believe that examination success is not solely the end goal of a pupil's journey through school, rather that it should be an enriching academic and extra-curricular experience that allows girls to develop skills, confidence, creativity and character, instilling in pupils a lifelong love of learning and a firm belief that anything is possible. Experienced, dedicated teachers offer a supportive, encouraging and challenging learning environment that allows pupils to achieve success beyond what they might have thought possible.

Virtually all pupils leaving at the end of Sixth Form go on to study at top universities, both in the UK and further afield.

Community Spirit

Though large enough to ensure academic rigour and excellent facilities, the school is small enough for the Head and members of staff to know every girl personally and as an individual. We have a strong family tradition and a supportive Parents' Association. The atmosphere is happy and purposeful. We set high standards emphasising concern and respect for the needs of others. A major feature of the school is the huge range of extra-curricular activities on offer to pupils and it is expected that all staff will contribute in some way to this side of the life of the school. Opportunities exist for involvement in cultural, dramatic, sporting and intellectual pursuits and staff assist in areas where they have a genuine interest and enthusiasm.

Exceptional Setting

The school is in an attractive part of Highgate, with convenient transport links by road and underground. Visitors are often surprised at how light, green and open our site is. We have preserved the character of the older buildings, but completely refurbished and redesigned them to provide bright and spacious teaching rooms. Our ambitious £13m building programme, completed in 2017, has provided us with excellent dining facilities, a Music School, a new Sixth Form Centre, Sports Hall with fitness suite and a Performing Arts Centre on the senior school site, but available to the whole school.

Channing Junior School

Channing Junior School has been housed in the gracious Victorian family home known as 'Fairseat' built by Sir Sydney Waterlow, former Lord Mayor of London since 1926. The School is situated in extensive gardens at the top of Highgate Hill with spectacular views over London. The house is well-maintained with light, spacious and elegant rooms. Renovations have led to the provision of a Music and Drama Studio, a flexible space for a practical room for Design Technology, Art and Science, as well as an ICT room. We are also embarking on an exciting Building Project in order to provide further teaching spaces and a new hall.



The Junior School provides a happy, stimulating and secure environment for some 336 girls aged 4 to 11. Entrance is at 4+ and is selective. The broad-based curriculum recognises the importance of the core subjects of English, Mathematics and Science and delivery is through a mix of form teaching and subject specialism. The curriculum is supported by local trips and outings, to take advantage of the opportunities offered by the capital. There is a strong tradition in Drama, Music and Art at the Junior School and Sport and ICT also form a key part of the curriculum. In Reception and KS1, pupils are taught mainly by their form teachers supported by teaching assistants. We aim to provide small children with a strong sense of security during their first years in the school and as a result, the school is a happy place to learn. As girls progress through the Junior School into KS2, the teaching remains form-based but with additional specialist teaching in Music, PE, Art, DT, and Modern Languages. All pupils are benefitting from our unique Spanish for all programme known as “ADELANTE”. The girls are encouraged to become independent learners and, through a variety of teaching strategies, to achieve an increased love of learning and knowledge of the wider world.

The school is very well-resourced and fortunate in its light and airy buildings and in its attractive situation on Highgate Hill. Virtually all full-time staff contribute in some way to our extensive and important extra-curricular programme and raising money for charity, community service, the Duke of Edinburgh Award and Young Enterprise are highly valued. The staff-room is friendly and mutually supportive, and cross-curricular involvement is welcomed and encouraged, particularly in activities outside the classroom. The girls are receptive and well-motivated, and conditions for staff are excellent; we pay London salaries and there is generous provision made for INSET and professional development.



Teacher Channing Junior School - Job Description

All staff are responsible, in every aspect of their work, for implementing and promoting the school's core values of courtesy, care and consideration for everyone in our community. Equally, we all have a responsibility to make sure that each girl is challenged and extended, so that her education is a fulfilling and satisfying experience for her.

The role will be for an Early Years, Key Stage 1 or Key Stage 2 post depending on the strengths and experience of the successful candidate.

Main Areas of Responsibility include:

- Responsibility for the educational and pastoral needs of the girls in your class.
- Liaise with the Head of EY & KS1/Head of KS2, Deputy Head, Director of Studies, whole school SENCO and Head of the Junior School about the academic work, behaviour, social and emotional concerns of the girls in your class.
- Plan, teach and evaluate an appropriate and stimulating curriculum in line with our planning for each girl in your class.
- Work closely with your partner teacher in the same year group.
- Manage Teaching Assistants' time to the best effect to support the girls and prepare resources.
- Help the girls in your class to organise themselves and their possessions.
- Ensure that your classroom is an attractive and well-ordered environment.
- Display the girls' work to celebrate their achievements.
- Liaise closely with other members of Junior School staff, including subject specialists and other members of your Key Stage Team.
- Communicate effectively with parents via written communication - letters and emails- regarding routines and trips, Homework Planners/Message Books and orally during periods of availability and Parents' Evenings.
- Keep the Head of Early Years & KS1/Head of KS2, Deputy Head, Director of Studies and Head of the Junior School and Head of the Junior School informed about meetings with parents.
- Maintain up-to-date records and files for each pupil in your class.
- Write reports outlining your pupils' progress and targets.
- Liaise closely with the whole school SENCO and Junior School Deputy Head regarding pupils in your class that may need support and/or extension, helping to draw up plans for SEND, More Able and EAL pupils.
- Collate assessment and complete tracking systems under guidance from the Director of Studies.
- Organise Class Assemblies for parents to watch and take a Key Stage Assembly.
- Organise termly class visits and/or residential trips which support or reinforce the curriculum.
- Supervise lunch-times and break-times according to staff rotas.
- Plan and run a weekly extra-curricular club.
- Coordinate a curriculum subject/an area of school life throughout the Junior School and liaise with your counterpart in the Senior School.
- In liaison with Head of Early Years & KS1/Head of KS2, Deputy Head, Director of Studies and Head of the Junior School participate in the selection process for children entering the Junior School.
- Attend Junior School events to support other staff and/or children in your class.
- Participate in whole staff INSET training and attend CPD courses as advised by your appraiser and/or the Head of the Junior School.
- Undertake other such specific duties appropriate to the general purpose of a teaching post which may from time to time be reasonably assigned by the Head of the Junior School.

Person Specification

Experience/Knowledge

- A BA(Ed), B.Ed, PGCE or QTS teaching qualification, with appropriate training and experience
- An awareness and understanding of current issues and developments at EY/KS1/KS2
- A commitment to enable pupils of all abilities to fulfil their potential

- The ability to foster a spirit of enthusiasm for learning

Skills and Abilities

- Evidence of good classroom practice and excellent teaching in a range of year groups
- Evidence of successful differentiated teaching and participation in curriculum development
- Ability to work as a team member and to form good working relationships with colleagues
- Good communication, organisational and administrative skills
- Ability to meet deadlines and show good attention to detail
- Ability to manage children firmly, fairly and effectively
- Good personal presentation
- An excellent record of attendance and punctuality
- The ability to use ICT in day-to-day teaching
- A commitment to extra-curricular activities

Attributes

- Initiative and self-motivation
- Proactive and flexible working approach
- Enthusiastic with high energy levels

Applications

Applications are to be made via **TES.com in the first instance**. A CV will not be accepted in place of the completed application form.

Incomplete application forms will be returned to the applicant where the deadline for completed application forms has not passed. If unable to apply via TES, the application form may be downloaded from the website <https://www.channing.co.uk/staff-vacancies/>. If you are unable to submit your application via TES please email it to rwhite@channing.co.uk

Please note that once you submit an application via TES the system will automatically retain your details for a period of six months.

Deadline for applications: Monday 24 February 2020

Interviews: Friday 6 March 2020

Channing School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. To assist in this, the school follows a formal recruitment procedure for the employment of all staff which adheres to the recommendations of the Department for Education (DfE) in "Safeguarding Children and Safer Recruitment in Education" and the school's Child Protection Policy. A copy of this procedure is available on request.

Subject to statutory provisions, no applicant will be treated less favourably than another on the grounds of a protected characteristic. Ability to perform the job will be the primary consideration.

