



CLAIRES COURT

Application Pack

1:1 EAL Teacher

Required for September 2019

Our School

Our curriculum extends far beyond the basics and offers a myriad of opportunities and stimuli. Our students experience an education which equips them really well for life in an ever changing, fast paced and challenging world.

At Claires Court our aim is to develop our boys and girls to succeed in life and we achieve this by having a strong and coherent learning philosophy, called the Claires Court Essentials. This is underpinned by our Key Values and together they help develop happy young people with deep feelings of self-worth and self-belief. As an all through diamond structure school, we offer girls and boys the unique opportunity to thrive in surroundings that suit their learning and social needs best.

It is our job as educators to ensure that we provide multiple opportunities for children to access, building a have-a-go mentality and interests in diverse areas. Whatever a child's starting point in life, developing their internal motivations to succeed is the most effective way of ensuring they will be successful as learners and collaborative members of their society.

Junior & Senior Girls (4-16) Nursery (co-ed 3-4+) Sixth Form (co-ed 16-18) **College Avenue**



Junior Boys (4-11) The Thicket, Maidenhead Thicket



Senior Boys (11-16) Ray Mill Road East



The Role

We are seeking to appoint an enthusiastic 1:1 EAL Teacher to join our highly committed and professional team from September 2019. The purpose of the role is to assess and teach pupils with English as an additional language on a 1:1 basis and support their integration into Claires Court. This is an exciting opportunity for a talented TEFL qualified Teacher. This is a full time, term time post working across all Claires Court School Sites.

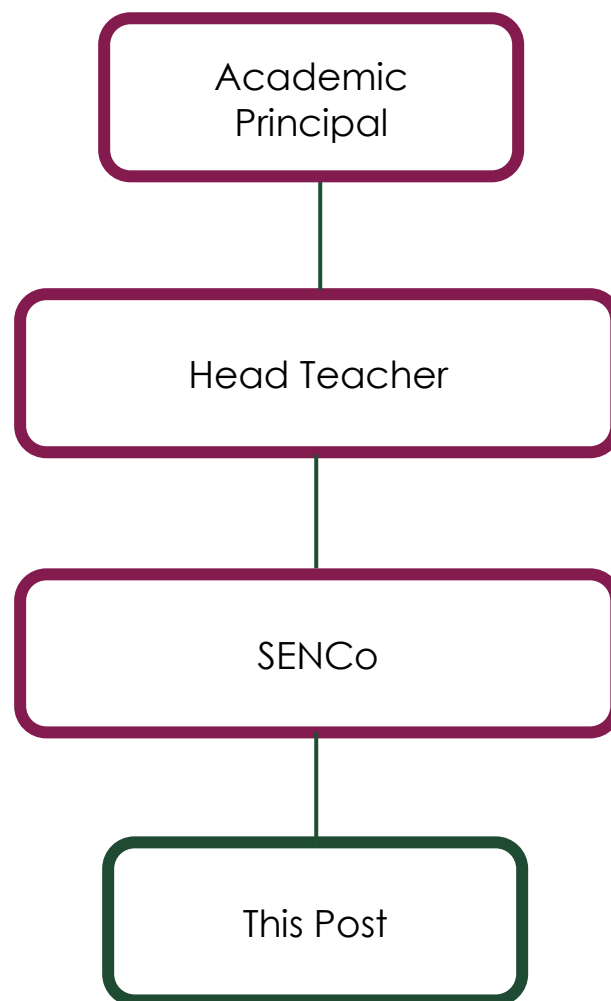
To be successful in this role, you must be/hold:-

- A relevant EAL qualification/TEFL teaching qualification.
- Experienced in teaching or supporting EAL students on a 1:1 basis and in small groups.
- Highly motivated and experienced teacher who feels that they can make a significant and positive contribution to our EAL students.
- Skilled in devising individual or group programmes of support for EAL learners at varying levels of English development.
- An enthusiastic team player, willing to participate fully in the School's extra-curricular programme and wider school life.

Above all you must want the very best for our pupils and be prepared to put their needs first. You recognise the importance of educating the whole child within a broad curricular and co-curricular programme, and of achieving high standards. In return we offer a positive working environment, with supportive colleagues and regular opportunities for professional development and training.



Reporting Structure



Job Specification

Job Purpose

To assess and teach pupils with English as an additional language on a 1:1 basis and support their integration into Claires Court.

A. Teachers' Standards

In addition to the School's general requirements and key responsibilities set out below, Teaching Staff must also have regard for the Teachers' Standards set out by the Department for Education. As a minimum, a Teacher must:-

1. Set high expectations which inspire, motivate and challenge pupils.
2. Promote good progress and outcomes by pupils.
3. Demonstrate good subject and curriculum knowledge.
4. Plan and teach well-structured lessons.

5. Adapt teaching to respond to the strengths and needs of all pupils.
6. Make accurate and productive use of assessment.
7. Manage behaviour effectively to ensure a good and safe learning environment.
8. Fulfil wider professional responsibilities.

B. Key Responsibilities

- To assess the English language skills of EAL pupils prior to entry into Claires Court School.
- To plan an appropriate support programme based on current level of attainment in English language. Liaise with the teaching staff and SENCO to develop provision for EAL pupils.
- To plan and deliver 1:1 individual learning programmes for EAL pupils.
- To support staff in ensuring EAL pupils' needs are met in the classroom. Support pupils in the classroom and on a 1:1 or small group basis.
- To support and advise staff on ensuring EAL learners are able to access the curriculum.
- To deliver staff CPD on supporting EAL learners in the classroom.
- Monitor and record progress.

All responsibilities outlined in this job specification are subject to review and change from time to time.



Person Specification

The School will seek evidence of the following criteria from:-

- Application form
- Letter of application
- References
- Interview
- Qualification certificates

REQUIREMENT	
Professional knowledge, understanding and skills	<ul style="list-style-type: none"> - TEFL teaching qualification (a relevant EAL qualification). - Up to date knowledge of SEND Code of Practice and Equality ACT 2010. - Able to teach across all age ranges. - Experience in a similar role is essential with clear evidence of raising EAL student achievement. - Understanding the use of language levels to identify and assess pupil's needs for EAL support. - Experience in devising individual or group programmes of support for EAL learners at varying levels of English development. - A good standard of general education, including Maths and English GCSE A-C grade. - Effective strategies for the promotion of good behaviour and dealing with challenging behaviour. - Understanding of current Child Protection and Health and Safety requirements relevant to the post. - Promote the School's aims positively and use effective strategies to enthuse pupils with a love of learning. - OCR Level 5 is desirable but not essential.
Professional Values	<ul style="list-style-type: none"> - Understanding of the need for confidentiality. - Awareness of issues regarding safe-guarding. - Ability to work individually and in a team.
Personal Qualities	<ul style="list-style-type: none"> - Has a practical approach to problem solving and planning. - The ability to work under pressure, prioritise tasks and manage time effectively. - Professional in approach and appearance. - Patient and empathetic, with the ability to inspire confidence. - Strong interpersonal skills to effectively communicate with staff, parents and pupils. - Good team player, able to work under direction and willing to make a full contribution to the department. - Committed to the protection and safeguarding of children and young people. - Understands and is willing to uphold, the core values of Claires Court School. - Well organised with high expectations of achievement and behaviour. - The ability to travel between sites using own transport. - Able to work independently. - Good sense of humour.
Other requirements	<ul style="list-style-type: none"> - Ability to travel across sites, as required. - Driving License.

Further Information

CO-CURRICULAR

The School has a vigorous and varied co-curricular programme and, subject to timetable arrangements, the successful applicant will be encouraged to deliver two or more After School Activities.

After school activities take place each Monday to Thursday during term-time. The programme is wide-ranging but a few examples of what we offer are sports coaching, sailing, drama, arts and crafts, and music and study groups.

Activities are usually agreed at the beginning of each term – please note that full time members of staff are expected to offer at least two activities and part-time members of staff are encouraged to offer at least one, depending on their timetable arrangements.

EQUAL OPPORTUNITIES

It is the policy of Claires Court Schools to ensure equality of opportunity for all members of staff, both teaching and non-teaching.

SAFEGUARDING STATEMENT

We are 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 the Disclosure and Barring Service.

In addition to an assessment of their ability to perform the duties of the post applied for, candidates invited to attend for interview should expect further discussion relating to safeguarding and promoting the welfare of children.

APPLICATIONS

To apply, please download an application form from our website. Please post completed forms to the following address:-

HR Department
Claire's Court Schools Ltd
1 College Avenue
MAIDENHEAD
SL6 6AW

Alternatively, completed forms may be emailed to recruitment@clairescourt.com (no agencies, please).

Applications must be received by 12:00pm on Tuesday 23 April 2019. Please apply early as applications will be considered upon receipt; we reserve the right to interview/appoint prior to the closing date.

NB: CVs will not be accepted in place of an application form, but may be submitted as additional supporting documentation.





CLAIRES COURT HR

1 College Avenue
Maidenhead
SL6 6AW

www.clairescourt.com

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