



CANDIDATE INFORMATION PACK

KEY STAGE 2 CLASSROOM TEACHER

WELCOME

I am delighted that you are considering this opportunity at North London Collegiate School.

North London Collegiate School (NLCS) was founded in 1850 by Frances Buss, an early pioneer of girls' education. One of the country's leading academic day schools, NLCS is a forward-thinking, inclusive and vibrant community.

The School provides an ambitious academic education and achieves some of the best results in the country. The focus in the classroom is on fostering a deep love of learning and our teachers are passionate subject experts. The School has a strong intellectual tradition but it is also defined by an ongoing commitment to innovation. The school's new innovation hub will be a centre for creative thinking and pioneering curriculum development.

Pupils benefit from an exceptional range of activities beyond the classroom through our co-curricular and academic enrichment programmes. We welcome over 250 visiting speakers per year, we offer 18 different sports, host over 40 concerts and several ambitious dramatic productions each year, publish multiple student-led magazines, and offer activities as varied as Model United Nations, Chess, VEX Robotics and Magic Club.

Our pastoral care is focused on developing happy, independent and resilient young women. Our pupils are free to be themselves at School but ready to embrace the opportunities of the world beyond NLCS. Our community is welcoming and inclusive and celebrates its rich diversity.

At NLCS, we deeply value our staff and are committed to their well-being and professional growth. We understand that a supportive and nurturing environment is crucial for everyone, not just our students. Our comprehensive staff development programme and strong support network ensure that our staff thrive both professionally and personally.

We are looking for a new Junior School KS2 Teacher to work full time from a date to be confirmed (likely to be February 2025). The role is temporary for up to one year.

If you would like to join this dynamic and friendly community of pupils and staff, I would be delighted to receive your application.



VMMB
VICKY BINGHAM
HEADMISTRESS



THE SCHOOL



North London Collegiate School has an international reputation for academic excellence, combined with exceptional pastoral care and extra-curricular achievement. NLCS is an academically selective girls' school. There are 790 students in the Senior School, 233 of them in the Sixth Form, and approximately 310 in the Junior School. The School takes pride in the religious and social diversity of its intake.

The School's aims are to provide an ambitious education for all its pupils and to enable each girl to make the most of her own gifts. The highest priority is to maintain a team of professional teachers to whom each pupil is important, and who can teach their subject(s) with enthusiasm and drive. All pupils are expected to learn to recognise academic excellence and realise that it is attainable.

Alongside these aims for the classroom, staff strive to make school a place where the whole personality can grow. Good relations between staff and pupils, and between girls themselves, are fostered. At NLCS, education is much more than passing examinations and the girls are encouraged to try themselves out in a variety of ways. Staff strive to maintain a community which is tolerant and teaches service to others. Set in over 30 acres of parkland, the School has extensive facilities. These include a new Wellbeing Centre which underlines the School's commitment to ensuring that NLCS continues to provide as rounded and supportive a pastoral offering as is possible.

In 2024, 70% of GCSEs were a grade 9, and a notable 89% of grades were 9/8. At A-Level our students achieved an impressive 46% A* grades, 84% A* - A and 96% A* - B. In addition to A-Levels, we offer the International Baccalaureate in the Sixth Form and we have an outstanding record of success. Our students gained an average point score of 41 in 2024, placing us again among the best IB schools in the world.

Places are heavily oversubscribed, and entry is extremely competitive.

Our leavers receive offers from an impressive range of university destinations including, Oxford, Cambridge, Harvard, Yale and Princeton, as well as other leading universities such as Warwick, Edinburgh, UCL and Imperial.

We are extremely proud of our alumnae (Old North Londoners), who have achieved international prominence in a wide variety of career pathways from music, drama and the arts through to science, sports, politics and law.

We have an extensive schedule of extra-curricular activities including a weekly speakers' programme for all students in Years 11, 12 and 13. NLCS students regularly reach the finals of national and international competitions, such as F1 in Schools, chess, Young Enterprise, coding and debating.

There is also a remarkable commitment to outreach and charity work, reflecting the rich and harmonious diversity of the School.

To find out more about the school, click [HERE](#).

THE JUNIOR SCHOOL

There has been a Junior Department at NLCS since the school's foundation in 1850. The current self-contained Junior School building was opened on the campus in 1988 and a purpose built First School was added in 1994. The Junior School has its own Assembly Halls, Library, Science Laboratory, ICT Suites and Art and Design Room. The Junior School girls share the extensive Senior School sports facilities

The Junior School comprises 2 parts: the First School (Reception, Y1 and Y2) and the Lower School (Y3, Y4, Y5 and Y6). 40 girls are admitted into 2 parallel Reception Classes at 4+. At 7+ there is an additional intake of 8-10 girls into Year 3. Years 3 to 6 are generally made up of two forms each of 24 pupils. The entry is selective, the pupils are academically able and the pace of work is fast.

It is expected that girls will move from the First School to the Lower School and from the Junior School to the Senior School. There are two classes in each layer so the ability to contribute and work as part of an effective team is vital.



KEY STAGE 2 CLASSROOM TEACHER

THE OPPORTUNITY

This is an excellent opportunity for a dedicated and talented Key Stage 2 Teacher. Applicants should have a deep commitment to, and knowledge of, delivering excellent pastoral care and the development of all students, a strong teaching pedigree and a belief in the benefit of an all-round education. The position is temporary, working full time, for up to one year from February 2025.

THE ROLE

We are seeking a dynamic, energetic, well qualified and highly committed person who shows a love of subject teaching to teach inspiring lessons setting high standards for academically able, highly motivated girls. As a Teacher, the post holder must foster a caring atmosphere and show commitment to the well-being, social and academic progress of each girl.

THE CURRICULUM

The syllabuses are broadly based on the National Curriculum Programmes of Study but not bound by them.

There are three PE lessons timetabled in the First School and these lessons are taken by the specialised PE staff. PE lessons vary according to age group and season and all girls have a weekly swimming lesson throughout the year.

Each class has two timetabled music lessons each week. These are taught by a subject specialist. Individual instrumental lessons are available on request from Year 3 onwards.

Girls are given a homework timetable and a small amount of work is set every day. Girls should practise and consolidate skills learnt in class for homework. It is also an opportunity to encourage independent learning and research skills.

There are two parents' evenings during the academic year and reports are currently written in the summer term. During the school year there are other occasions when parents attend whole school concerts, plays and soloist concerts as well as functions designed to strengthen the sense of school community.

ENRICHMENT

Alongside the academic subjects, a wide-ranging programme of extra-curricular 'clubs' take place during the week. All girls are encouraged to take part in these and may choose from such activities as netball, dance, drama, digital photography, Spanish or percussion. Staff are invited to run after school extra-curricular clubs of their own choice. As an example, we currently we have members of staff running debating, theatre design and a street cheer dance clubs.

During the course of the year girls are taken on a variety of expeditions that enhance the curriculum. These include the British Museum, The National Gallery and Hampton Court. Year 4 have an overnight Bushcraft adventure; Year 5 have a three-day residential trip to Shropshire and Year 6 spend a week in France on a language and activity course.





PROFESSIONAL DEVELOPMENT

PROFESSIONAL OPPORTUNITIES & DEVELOPMENT

There is a strong culture of professional development at the School, rooted in the expectation that all staff proactively seek to develop their practice throughout their time with us.

A fortnightly Teaching and Learning Forum offers staff the opportunity to present and discuss pedagogy. In addition to this, there are regular guided lesson observations with senior members of staff, to encourage colleagues to think critically about their own teaching and experiment with new approaches.

Internal promotion and professional development posts are advertised to all staff. In addition, the School also offers a number of generous external opportunities for staff, to expose them to wider educational experiences.

The School works closely with The Prince's Teaching Institute, investing in "unlimited" membership of the PTII, which offers our staff the opportunity to attend their full programme of events.

It is important for our teachers to refine their knowledge to further enhance the academic rigour of their lessons. To this end several of our academic staff lead PTI sessions in their own specialist areas.

As part of the wider Senior School, staff benefit from being able to attend the Senior Societies lecture series given by eminent speakers.

Staff are also encouraged to share their passions through our Nicholson Lectures series. Colleagues present their own research on areas of academic or personal interest. These lectures occupy a prestigious place in our academic calendar, occurring fortnightly and are well attended by staff and students alike.

Following the opening of four partnership schools, NLCS Jeju (South Korea), NLCS Dubai, NLCS Singapore, and NLCS Vietnam, staff in the UK have opportunities to be involved in monitoring visits to these overseas schools, and to be involved in the recruitment and training of their staff.

Teaching departments in all the schools are linked via Communities of Practice, which provide a forum for collaboration on projects between teachers and students, sharing of good practice and exchange of ideas.

All of these opportunities enable colleagues to become better and more rounded academics and teachers, and our staff relish the chance to get involved in such activities.





KEY RESPONSIBILITIES

TEACHING

To be responsible for the quality of the teaching and learning of all pupils who are assigned to the post holder

To plan and teach well-structured lessons to assigned classes, following the school's plans and curriculum

To assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils

To participate in arrangements for preparing pupils for any examinations

To ensure, in conjunction with the SENCO, that the provision for students with Additional Learning Needs is in place and is effective

WHOLE SCHOOL ORGANISATION, STRATEGY & DEVELOPMENT

To contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision

To work with others on curriculum and/or pupil development to secure excellent outcomes

HEALTH & SAFETY

To be aware of and comply with policies and procedures relating to child protection, health and safety, confidentiality, security, data protection; and report all concerns to an appropriate person

To promote the safety and wellbeing of pupils

To maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

RELATIONSHIPS

To collaborate and work with colleagues and other relevant professionals within and beyond the school

To develop effective professional relationships with colleagues

MANAGEMENT OF STAFF & RESOURCES

To direct, supervise and provide support to support staff assigned to you, where appropriate, other teachers

To contribute to the recruitment, selection, appointment and professional development of other teachers and support staff

To monitor quality and standards of resources

PROFESSIONAL DEVELOPMENT

To take part in the school's appraisal procedures

To take part in further training and development in order to improve own teaching and overall performance

Where appropriate, take part in the appraisal and professional development of others

COMMUNICATION

To communicate effectively with pupils, parents/carers, colleagues, wider school community and governors

The postholder will also be required to undertake any other duties as reasonably required by the Head / Deputy Heads



THE PERSON

The successful candidate will demonstrate strong communication skills, warmth and empathy. They will have a high level of organisational and interpersonal skills, be committed to maintaining the nurturing and supportive ethos of the school, and be an enthusiastic, caring and positive role model within the School community.

GENERAL SKILLS REQUIRED

Excellent interpersonal skills, and the ability to relate well to people on all levels, to resolve conflicts in a sensitive manner, to encourage and motivate, and to show ambition for the School and its direction

Clarity of thought and an ability to express ideas and challenge in a thoughtful and analytical manner

Ability to work effectively as a member of the team, to show initiative and imagination and to have vision and the ability to inspire others

First class organisational and administrative skills with the ability to remain calm under pressure and to work to tight deadlines managing competing priorities

Strong analytical and problem-solving skills, combined with a proactive and positive approach

High level of classroom teaching skills and commitment to developing and maintaining high standards

Excellent written and spoken English

An eye for detail and appreciation of the legislative and compliance framework for independent schools

PERSON SPECIFICATION

It is highly desirable that applicants have the following attributes

EDUCATION & QUALIFICATIONS

Strong academic qualifications in a relevant subject with training in a Primary School

Further study beyond degree level

A teaching qualification

The ability to teach to the highest level in school

SKILLS & ABILITIES

Ability to cope with the fast pace of life in the Junior School, while placing a premium on close teamwork, flexibility and good communication skills

Ability to remain calm, with the necessary enthusiasm to enjoy the challenges of the role are essential

Willingness to make a contribution to the varied extra-curricular life of the school

The ability to integrate technology to produce exciting and academically stretching and content rich lessons

Ability to teach a range of subjects

Evidence of experience with primary aged children beyond a school environment

EXPERIENCE & KNOWLEDGE

Committed to developing own teaching practice and to the application of pedagogical strategies in the classroom

Evidence of working collaboratively

Knowledge of curricular developments and other related issues

Enjoys working with young children

Interest and flair with setting up displays

Experience of teaching Key Stage 2

Evidence of leading enrichment activities with students

OTHER

Personal integrity, honesty, energy, stamina and enthusiasm

A sensitivity to the needs of young people and a commitment to their support, care and nurture

Willingness to give generously to support School events and activities

Commitment to personal development and life-long learning

Track record of working collaboratively across departments /the whole school

EQUALITY, DIVERSITY & INCLUSIVITY



North London Collegiate School condemns unequivocally discrimination and inequality in all its forms.

Our School was founded on the principles of respect and compassion, service to others, and active, positive participation in society and the wider world. We cannot change the past, but we must learn from it. It is not sufficient to say that we are not racist – we must be actively anti-racist in our actions, policies and educational delivery.

As a school, we are proud of our heritage of supporting, embracing and celebrating all the members of our community, as exemplified in our School Aims.

We recognise and celebrate the benefits of having a diverse school community, in which individuals value themselves, one another, and the different contributions that everyone can make to the school, our wider community and the world.

Our students are taught to value and respect themselves and others as they work hard to prepare to take leading roles in our future society.

In the provision of equal opportunities, the School recognises and accepts its responsibilities under the law and opposes discrimination based on the protected characteristics under the Equality Act 2010.

We oppose all bullying and unlawful discrimination on the basis that a person has a special educational need or learning difficulty, or because English is an additional language. We are committed to being an equal opportunities education provider, and to equality of opportunity for all members of our school community.

North London Collegiate School aims to ensure that all policies and practices conform with the principle of equal opportunities and comply with the public sector equality duty set out in section 149 of the Equality Act 2010.

We will tackle inappropriate attitudes and practices through our staff leading by example, through the Personal, Social and Health Education (PSHE) programme, through our supportive school culture and through our school's policies. Our teaching will reflect the diverse nature of our modern world and we will seek through our extracurricular activities, partnerships and School societies to challenge inequality and inequity, promulgate fairness and equality for all and to celebrate the differences that make us all unique and valuable members of society.

We believe that our School community is an agent for change in the world, and we continue to seek to ensure that more generations of young people leave North London Collegiate School empowered and enabled to take the next steps forward in their education and lives for their own benefit and for the good of society as a whole.

TERMS & CONDITIONS

KEY DATES

Closing date for applications:

Friday 29th November 2024 at 7.00am

Interview Date:

Wednesday 4th December 2024

SALARY

Highly competitive salary, paid according to experience and qualifications.

START DATE

Required from February 2025 (date tbc). This role is temporary, to cover a period of adoption leave.

PENSION

All teaching staff members are currently eligible to join the Teacher Pension Scheme.

LOCATION

NLCS is a short walk from Canons Park or Stanmore stations.

Staff arriving at Edgware Station on the Northern Line can use our free Station Shuttle-bus service.

For further information please visit our Travelling to School page [HERE](#).

MEALS

A free lunch is available for all staff during term time. Chartwells Independent, our dedicated caterer, accommodates all dietary requirements.

EYE CARE SCHEME

NLCS contributes towards eye care costs.

CYCLE TO WORK SCHEME

The School is a member of the Cycle to Work Scheme, which allows staff to make Tax and National Insurance savings when purchasing a bicycle.

CANONS SPORTS CENTRE

Canons Sports Centre is located in the beautifully landscaped grounds of NLCS. Staff have free access to the Sports Facilities at designated times. This includes the Fitness Studios, Swimming Pool and Multi-Purpose Sports Hall.

PERFORMING ARTS CENTRE

Our Performing Arts Centre which has a 350-seat theatre holds up to 40 productions and concerts each year. Tickets are available to staff with the majority of performances being free or at a discounted price.

FEE REMISSION

A teacher's daughter that meets the entrance criteria is eligible for 60% fee remission (up to two daughters). The remission is pro-rated for part time staff.

HEALTH CARE SCHEME

Staff are eligible to be part of a discounted health insurance scheme.

SAFEGUARDING

NLCS is committed to safeguarding and promoting the welfare of young people and expects all members of all staff to share this commitment.

Applicants must declare any criminal convictions as the post is exempt under the Rehabilitation of Offenders Act 1974. Appointments will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service and references from previous employers.

We are an Equal Opportunities employer.



