

West Lodge Primary School, Pinner

Respecting Each Other, Learning Creatively, Challenging All



Kaleidoscope Teacher Recruitment Pack

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West Lodge Primary School

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<http://www.westlodge.harrow.sch.uk/>

Aims and Objectives

Vision:



At West Lodge, each child finds the spark within them. The light continues to grow, igniting the spark in others, creating ripples throughout the world. It all starts with understanding and acceptance....

Mission: To equip every child with a toolkit for a successful life.

Principles:

- Every member of the School Community will have a responsibility to ensure the safety and well being of all children.
- We will develop a school which is at the centre of the local community, utilising all the opportunities which it has to offer and supporting stakeholders.
- We will work with parents and carers in partnership to support and enrich learning both at school and at home

Core Values: Our West Lodge Core Values were created after input from the West Lodge School Council; all staff groups and governors. This 'Diamond 9' forms the core values that embody the ethos of West Lodge.



About our School



In 1954, when the school first opened its gates, one of West Lodge's new pupils was a young boy called Michael Rosen.

He showed a talent for writing from an early age and, as you probably know, he went on to become a famous author and Children's Laureate.

Now, as then, West Lodge is an inclusive school that strives for all its children to reach their full potential.

We are a rights respecting school. We see our children as leaders of learning and are developing an active learning culture within the school. We value the strong partnership between home and school and have a strong parent body – Friends of West Lodge - which organises lots of great fund raising and social events for the school.

Our facilities include a genuine Celtic Roundhouse, an art room, music room, computer suites and two libraries. We recently renovated the reception playground with some wonderful new play equipment. We have an on-site kitchen and an additional provision for children with autism. The provision for pupils with autism is named Kaleidoscope and includes a sensory room, a soft play room, a life-skills room and three small classrooms.

West Lodge Primary School

Job Description - Teacher ARMS Provision

Responsible to: Headteacher, Deputy Headteacher (Inclusion) & Lead Teacher in the ARMS Provision

Overall Responsibility:

- To carry out the professional duties of a teacher, as set out in the 'DFE School Teachers' Pay and Conditions' document
- Taking a supportive role in the on-going development of the AS Provision under the direction of the Headteacher and Inclusion Leader
- Working closely with staff in school, parents/carers and partnership agencies to ensure effective inclusion of all children

Role Specification:

- To fulfil a teaching role as directed
- To plan, deliver and resource a broad, balanced and relevant curriculum based within the framework of either The EYFS or National Curriculum. This will include adapting provision to suit individual learning needs
- To develop good communication and positive partnerships with parents/carers
- To advise on and also model learning styles and appropriate teaching approaches, behaviour management and classroom strategies for the individual needs of children with autism
- To work collaboratively and flexibly with staff both in the Provision and throughout the mainstream school
- To initiate and model appropriate autism specific teaching strategies for staff relating to individual children both within the Provision and mainstream classes
- To liaise with class teachers and support staff and plan individual timetables for the children in the Provision
- To champion the rights of children with autism and help with the development of a more autistic-friendly learning environment

Requirements:

- To assist with administrative tasks associated with the running of the Provision under the direction of the Inclusion Leader
- To be prepared to undertake supervision of children during unstructured times including playtimes and lunchtimes
- To work within a multi-agency framework, including partnership with parents/carers, The Advisory Service for Children with Autism, The Educational Psychology Service, CAMHS, Speech and Language Service and other paediatric services
- To be fully aware of and know child protection and safeguarding procedures whenever a concern arises over a child's welfare
- Commitment to further and on-going training in the education of children with autism

Safeguarding Children

West Lodge Primary School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

The person undertaking this role is expected to work within the policies, ethos and aims of the school and to carry out such other duties as may reasonably be assigned by the Headteacher.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.



Safer Recruitment

- West Lodge Primary School is committed to upholding the rights of the child, especially in relation to children's safety.
- We are a Rights Respecting School; our recruitment policy ensures that Articles 3 and 19 of the UNCRC are upheld.
- We recognise that the safe recruitment of staff in school is the first step to safeguarding and promoting the welfare of the children at West Lodge.
- It is recognised that this can only be achieved through sound procedures, good inter-agency co-operation and the recruitment and retention of competent, motivated employees who are suited to and fulfilled in the roles they undertake.
- We recognise the value of, and seek to achieve a diverse workforce which includes people from different backgrounds with different skills and abilities.
- The school is committed to ensuring that the recruitment and selection of all who work with the school is conducted in a manner that is systematic, efficient, effective and promotes equality of opportunities.
- The school will uphold its obligations under law and national collective agreements to not discriminate against applicants for employment on the grounds of age, sex, sexual orientation, marital status, disability, race, colour, nationality, ethnic origin, religion or creed.

The Application Process

The deadline for applications is Friday 3rd May 2019 (9:00am).

Shortlisting will be on Friday 3rd May 2019.

Interviews and assessments will be held during the week beginning 6th May 2019

Completed application forms should be sent to: vacancies@westlodge.harrow.sch.uk

Visits to our school are warmly welcomed prior to application. To arrange a visit, or for a confidential discussion please contact Neha Lakhani, School Business Manager:

vacancies@westlodge.harrow.sch.uk or call 020 8866 9836.