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**APPOINTMENT OF**

**Class Teacher**

**From September 2019**

Hazelwood School is committed to safeguarding the children within its care and the successful candidate will be required to obtain an enhanced DBS Certificate, through Hazelwood, prior to starting work.

Hazelwood School upholds British values.

**About Hazelwood School**

Hazelwood is an independent co-educational Prep School for children aged between 4 and 13 years of age. It has a linked nursery, which caters for children between the ages of 3 months and 4 years. We currently have 600 children across the two sites. The Prep School is situated in 25 acres of grounds with phenomenal views over the North Downs. The nearest town, Oxted, is situated one mile away and has excellent mainline rail links into London. The M25 is easily accessible. Further details about the school can be found on our website [www.hazelwoodschool.co.uk](http://www.hazelwoodschool.co.uk)

**Class Teacher Role**

Required from September 2019, we are looking for an ambitious individual who is passionate about children’s learning, their own learning and who is keen to develop their experience in a prep school.

We are currently looking for dynamic and innovative individuals to work as part of an enthusiastic team of teachers and support staff.

You will be an outstanding classroom practitioner, who is happy to work with children across the primary age range.

Job Description

* To have responsibility for a class of children in Key Stage One or Key Stage Two.
* To engage and inspire the children in your care and to involve them actively in their learning.
* To set targets for the children’s learning and to structure your teaching to enable them to succeed.
* To support the children’s development: academically, socially, physically and emotionally.
* To track and respond proactively to the progress of the children in your care, including writing reports and undertaking timely parent consultations.
* To make the children’s school experiences happy and exciting, and their memories positive.
* To become fully involved in the life of the school.
* To share responsibility for the well-being and discipline of the children.
* To contribute to and lead staff meetings with enthusiasm.
* To lead playtime activities on a rota basis and to supervise the children whilst eating lunch with them.
* To maintain a vibrant and stimulating classroom environment.
* To follow the conditions of Employment of Teachers having due regard to the requirements of the School’s Promise, curriculum, objectives, schemes of work and policies.
* To share the responsibility for the planning of the curriculum across your Year Group in conjunction with the Head of Year and the Heads of Department. Understanding of the curriculum in other year groups, and how your section of the curriculum fits, is expected.
* To be responsible for the delivery of the curriculum using stimulating and memorable pedagogy.
* To be responsible for appropriate differentiation of the curriculum.
* To read widely and be prepared to undertake further professional development to ensure that you maintain excellent current knowledge of curriculum developments which impact upon your teaching.
* Liaise effectively with all stakeholders, including other members of the school team such as the SEN department and the librarians.
* Be responsible for the pastoral care of the children in your class.
* To undertake an aspect of extracurricular activity.

The school has a comprehensive staff handbook and induction process. Every member of staff must read the staff handbook and follow the practices, policies and procedures laid out in the document.

**Terms and Conditions**

The terms and conditions are detailed in the standard school contract which is available on request to all applicants. During the first term of appointment, the period of notice will be half a term on either side, thereafter it will be one term on either side.

There is a possibility that staff accommodation will be available.

**Applications**

Candidates for the post should apply via the TES website. Your personal statement within the application should outline clearly the way in which you, the candidate, meets the person specification and could fulfil the requirements of the job description.

The successful candidate will take up the position at the beginning of the Autumn Term 2019.

All references will be sought prior to interview.

The school will reimburse all reasonable travel costs incurred.

**CLOSING DATE FOR APPLICATIONS – FRIDAY 22nd February 2019**