

Reception Class teacher Candidate Information

Ambition | Character | Empathy



Kingsbury Green is committed to ensuring inclusion, diversity, and equality of opportunity. We welcome applications from all suitable candidates and encourage those from underrepresented groups, and/or protected characteristics, to apply.

We are committed to safeguarding and promoting the welfare of children and we expect anyone applying to work at our school to share this commitment. All appointments are subject to pre-employment checks. Kingsbury Green applies for criminal record certificates from the Disclosure and Barring Service (the 'DBS') in respect of all prospective employees, Governors, and volunteers.

Please send completed applications to recruitment@kgreen.brent.sch.uk. CVs cannot be accepted.

Visits to the school are highly recommended.



Welcome to Kingsbury Green Primary School

Headteacher: Ms Reena Shah (BA Hons), NPQH, NPQEL

Dear Candidate,

Thank you for taking the time to explore this opportunity and for your interest in joining our teaching team. I hope you find the information in this pack helpful as you consider the role.

Kingsbury Green is a vibrant and dynamic community school for children aged 3 – 11 with an oversubscribed additional resource provision for hearing impairment. We serve a diverse, multi-cultural community, valuing the richness our local area brings to the school. We put learning and personal development at the heart of everything we do, to ensure our children gain both the academic skills and social skills to become global citizens.

We believe in helping every child become the best that they can be which means acknowledging different starting points and celebrating successes no matter how big or small.

Our excellent staff team are ambitious for all children and determined that they will succeed through the care, learning and direction they receive here. We believe in growing great teachers by investing in instructional coaching and supportive line management for all staff and we are determined that all staff and pupils will reach their highest potential, allowing them to grow as ambitious individuals.

Our ethos and culture, wrapped in our values - **Ambition, Character and Empathy** - are central to being successful in our school. There is no more important job than finding the right people to join our team. If you share our passion for education and believe in making a difference in children's lives, we would love to hear from you.

I hope the information here gives you a sense of what makes Kingsbury Green so special.

If you would like to learn more about this post, I would be delighted to answer any questions you may have, and we'd be very pleased to show you our school. To arrange a visit please email, recruitment@kgreen.brent.sch.uk

Reena Shah, Headteacher



"In seeking to join Kingsbury Green Primary School, you are demonstrating your ambition to join us on our continuing journey towards excellence."



Ethos and Culture:

At Kingsbury Green Primary School, we aspire to be ACE in everything!

Ambition: aim high; work hard | **Character:** be yourself; be your best self | **Empathy:** be kind; think of others

Kingsbury Green Primary School thrives when every child does. Children, staff, parents and carers help our pupils to be ready for tomorrow's challenges and opportunities. From nursery to Year 6, we help curiosity flourish, knowledge take root, resilience and confidence grow. Excellent behaviour – ready, respectful & safe – is a must.

Our diverse community teaches our pupils about how ambition, perseverance, teamwork, and strong relationships unlock the futures that they dream of and choose to take on. We offer a broad curriculum so our children will have secure knowledge and develop character to help them achieve life-long success.

Our staff have a range of development opportunities in a disciplined and ambitious setting. They are encouraged to continually improve by applying latest learnings so every child at Kingsbury Green excels and can showcase their talent. We think deeply about pedagogy, and we seek out candidates who enjoy learning, enjoy reading and are research informed to offer and deliver learning and care to our pupils in a holistic and heartfelt way.

We recruit staff who want to make a difference, who are reflective, open to feedback, creative, show initiative and are keen to lead. We invest in our staff by providing rich professional development at all levels.




"Our mission is to love, to care, to empower, to serve."





"We are looking for people who challenge and have a viewpoint, are creative, who read and don't wait to be told."

Key Performance Indicators at Kingsbury Green Primary School

 AMBITION	Aim high	<ul style="list-style-type: none"> To remove limiting language and practice from our pedagogy. Academic and pastoral support goes hand in hand - in partnership with families. To cultivate a growth mindset which supports all learners to achieve an ambitious curriculum. A collective efficacy towards the success of the school.
	Work hard	<ul style="list-style-type: none"> A focus on developing a thirst for knowledge and establishing lifelong scholarly habits. Adults model ambition and drive for success through independent study and engaging in research to be the best they can be. Children and adults seek and embrace feedback and reflection for self-improvement.
 CHARACTER	Be yourself	<ul style="list-style-type: none"> We celebrate the uniqueness of every individual to create a sense of belonging and identity. We nurture and celebrate academic and non-academic excellence through a rich and diverse provision of the Arts. (Art, music, sport and performing arts) We provide a curriculum in which children can see themselves and learn about global perspectives.
	Be your <i>best</i> self	<ul style="list-style-type: none"> Leaders ensure a wide range of opportunities and pathways are available for children and staff and expect take up. A celebrated 'culture of error' to support all staff and children to have courage to participate and be bold. An expectation that children and staff will strive to overcome challenges and reach great heights by being curious, determined and committed.
 EMPATHY	Be kind	<ul style="list-style-type: none"> To foster and teach good manners, courteous behaviour and tolerance towards others. To become a mentally healthy school. To cultivate professional, productive and caring relationships through understanding self-awareness and conflict resolution.
	Think of others	<ul style="list-style-type: none"> To offer a curriculum which enables children to find creative solutions to global challenges and be responsible global citizens. To work collaboratively in school and with the local community to provide a world class education to our children. To foster highly effective family school partnerships which enable improved parental access to and engagement with children's learning.

Our Curriculum

In the Early Years, we provide an environment in which children develop on an individual basis guided from within by their natural curiosity. We see the early years as a preparation for life and a foundation for everything which follows.

A strong emphasis is placed on early literacy, with phonics and reading taught through the Read Write Inc. programme, enabling pupils to build confidence and fluency in their reading from the very beginning. We promote an active partnership with families through regular learning consultation meetings to report and share children's progress, allowing parents to stay connected with their child's learning journey.

Alongside literacy and numeracy, the curriculum fosters creativity, curiosity, and independence, ensuring that children develop both academically and socially in these crucial early years. Beyond the classroom, Reception children benefit from access to outdoor learning spaces, supporting their physical development and providing opportunities for exploratory, play-based learning.

Children's well-being is at the centre of our approach and believe that stories and rhyme help children to develop in our core values of *Ambition- Character and Empathy*.

Regular outdoor learning opportunities to Fryent Country Park and Specialist teaching in Music, Art and PE each week enriches their experience. As children progress further up the school, their learning is shaped by a broad and ambitious curriculum, a wealth of personal development opportunities and a wide range of enrichment clubs on offer.



JOB DESCRIPTION

JOB TITLE: Class Teacher

GRADE: Main Pay Scale (MPS 1-6)

CONTRACT TYPE: Permanent

RESPONSIBLE TO: Head Teacher

We are looking for a Reception class teacher, who will nurture the children in their class and ensure that children make the best possible start to school. Someone who thrives from working closely with families and through committing to the development of the whole child.

You must share the school's vision and the belief that all young people should be able to enjoy a life of choice and opportunity and be committed to ensuring that every child can achieve their full potential.

We believe character education and the highest levels of pastoral care are fundamental to a child's schooling. We want our pupils to be courageous, knowledgeable and respectful. We also want them to love school and learning with excellent relationships with their teachers whilst achieving the highest possible outcomes.

PURPOSE OF JOB:

- To be responsible for the learning and achievement of all pupils, ensuring equality of opportunity for all.
- To be responsible and accountable for achieving the highest possible standards in work and conduct.
- To treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
- To work proactively and effectively in collaboration and partnership with pupils, parents/carers, governors, other staff and external agencies in the best interests of pupils.
- To act within the statutory frameworks which set out the professional duties and responsibilities of teachers, and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards.
- To take responsibility for promoting and safeguarding the welfare of pupils.

KEY DUTIES AND RESPONSIBILITIES:

- Deliver engaging and creative lessons that inspire curiosity and a love of learning in line with the Early Years Foundation Stage (EYFS) framework.
- Plan and assess phonics and early reading development using the Read Write Inc. programme, ensuring all children develop strong literacy skills.
- Create a nurturing and inclusive classroom environment where every child feels safe, valued, and supported in their learning journey.
- Support children's personal, social, and emotional development, helping them build confidence, resilience, and positive relationships with their peers.
- Use a range of assessment strategies to monitor progress, record observations and provide feedback that informs next steps in learning.
- Promote early numeracy skills through hands-on, practical experiences that develop problem-solving and mathematical understanding.

- Encourage learning through play by designing stimulating activities that support language development, motor skills, and creativity.
- Work closely with support staff, ensuring a collaborative and well-organised classroom that meets the needs of all pupils.
- Build strong relationships with parents and carers, providing regular communication and guidance to support learning at home.
- Make effective use of outdoor learning spaces, incorporating nature and physical activities into the curriculum to enhance children's development.
- To have a clear understanding of the needs of all pupils, including those with SEN/D, Able and Talented; EAL; PPG; and be able to use and evaluate distinctive teaching approaches to engage and support them.
- To take responsibility for behaviour within the classroom and, jointly with colleagues, maintain a high standard of behaviour throughout the school.
- Engage in professional development opportunities to continually improve teaching practice and contribute to the wider school community
- To collaborate with the school's Inclusion team and wider staff where pupils need additional support; To liaise with the Inclusion team to write and review Individual Education Plans (IEPs) for specific pupils and write learning plans for pupils with SEND.
- To meet with parents formally and informally, as required, to discuss pupils' well-being, progress and individual needs, drawing attention to special skills and talents, as well as difficulties.
- To write reports on each pupil at least once a year, and reports for transfer to other schools as required.
- To maintain confidentiality of pupils' records.
- To take responsibility for the safety, education and social development of every pupil.
- To be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.
- To provide a safe, secure and well-organised environment that encourages the development of pupils as independent learners and considerate members of the school community.
- To implement school policies and guidelines for pastoral care and be committed to safeguarding.
- To carry out playground and other duties as directed.
- To support colleagues in delivering the wider professional expectations of the school.
- To prepare and assist with special events (e.g. assemblies, plays, concerts, school outings, sporting events, clubs), which may include evenings and, on occasion, weekends.
- To abide by all Health & Safety procedures and report any concerns regarding Health & Safety immediately to the Headteacher and/or Deputy Headteacher.
- To have a good working knowledge of whole school policies and aims.
- To promote the ethos, good name and reputation of the school at all times.

This job description will be reviewed annually and may be subject to amendment at any time, after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations in relation to the post holder's professional responsibilities and duties.

PERSON SPECIFICATION

Qualifications & Education:

- Qualified Teacher Status (QTS)
- Degree in Education, Early Childhood Studies, or a related field.
- Strong understanding of the Early Years Foundation Stage (EYFS) framework and child development.
- Training and experience in phonics teaching, ideally using Read Write Inc.
- Forest school qualification (*desirable*)
- Paediatric first aid qualification (*desirable*)

Skills & Knowledge:

- Ability to plan and deliver engaging, play-based learning experiences that support early literacy, numeracy, and social development.
- Strong classroom management skills, creating a positive and inclusive learning environment.
- Knowledge of early years assessment strategies and systematic strategies to track progress.
- Understanding of safeguarding policies and a commitment to ensuring the welfare of all children.
- Ability to work collaboratively with teaching assistants, parents, and colleagues to support pupil progress and well-being.
- Excellent communication skills, both verbal and written, with the ability to engage and build strong relationships with children and families.

Personal Attributes:

- Passionate about early childhood education, with a warm, nurturing, and patient approach.
- Enthusiastic, creative, and highly motivated, with the ability to inspire young learners.
- Adaptable and resilient, able to respond flexibly to the needs of children and the school.
- Committed to continuous professional development, always seeking to improve teaching practice.
- Highly organised and attentive to detail.
- A positive team player who contributes to the wider school community and fosters a culture of collaboration and excellence.
- Adopts 'a glass half full' approach to challenges.
- Committed to inclusion and equality of opportunity for all children.
- Openness – to new ideas, to feedback & learning.

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Why work at Kingsbury Green Primary School - what our staff say

“ Working in the Total Communication Base at Kingsbury Green Primary School has developed my knowledge of special educational needs and disability. I have been given training and CPD opportunities to grow and develop as a teacher. Kingsbury Green Primary School has an inclusive ethos where all children are valued, nurtured and appreciated.

Teachers have high expectations for their pupils which has resulted in pupils being stretched to their full potential. Providing a holistic approach to learning ensures each and every child reaches their full potential, feels safe to make mistakes in their environment, feels empowered and takes responsibility over their learning and development. Our approach to inclusion values and appreciates the contribution of TCB pupils to the everyday life of the school.

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“ Working here is fantastic. All staff members are extremely supportive and professional. I felt like one of the family within the first week of arriving at the school.

The school rules and ethos are clear for staff and children to follow, which makes teaching here a delight!

We have an incredible field, play area and reception area.

”



I have worked at KGPS for nearly a year now. “ During my time here I have been supported to develop my teaching and leadership skills. The management structure enables our vision to be carried out effectively and collaboratively as a school.

Children work hard and show respect towards staff and each other. The staff here are friendly, supportive, and go above and beyond for the children. At KGPS, staff are also provided with opportunities to progress in their career. KGPS is a brilliant school to work at and I am proud to be part of the team

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“ As an ECT in this school, I have received an abundance of support. All management and staff members are very warm and welcoming, and I am proud to work in this amazing school.

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Kingsbury Green Primary School

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