

CANDIDATE INFORMATION

Classroom Teacher

Key Stage 2

(Maternity Cover)



Independent Day School
Church of England Foundation
GSA school – Girls aged 3-18
www.dhsfg.org.uk

The Role

We are seeking a Classroom Teacher for Key Stage 2, to cover a period of maternity leave from December 2023. Teachers are responsible through the Head of Prep to the Acting Principal. Their role in implementing School policies and conveying the ethos of the School and its aims and values is crucial in ensuring the success and effectiveness of the whole School.

Job Description

Aims

- To sustain and improve the quality of education and the education opportunities offered to pupils;
- To promote and work in accordance with the School's agreed ethos;
- To ensure a safe and appropriate working environment for pupils.

1. Curriculum

- To teach as directed by the Head of Prep, implementing the School's agreed policies;
- To teach in accordance with the policies and schemes of work of the Prep Department;
- To mark pupils' work according to Prep Department policy;
- To keep up to date with developments in education;
- To attend meetings when required;
- To follow the School's Recording and Assessment Policy;
- To provide written reports on pupils' progress when required by the Head of Prep;
- To attend Parents' Meetings and to meet with parents at other times as necessary;
- To maintain effective discipline through the implementation of the School's agreed policies;
- To implement changes and developments as required by the Head of Prep;
- To follow Health and Safety procedures.

2. CPD

- To take part in CPD and other training courses as required by the Head of Prep and/or Principal.

3. Communication

- To attend staff meetings;
- To read the Staff Handbook and to work in accordance with the daily routine of the School as outlined in this document;
- To read and act upon the information posted daily on the Staffroom notice board and any other relevant information.

4. Resources

- To ensure that the Prep Department's resources are used appropriately and kept in good order;

5. General

- To attend public occasions;
- To contribute to the School's extra-curricular programme;
- To undertake lunch and/or breaktime duties as required.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• A good honours degree• Qualified Teacher Status	
Experience	<ul style="list-style-type: none">• A record of successful teaching (as a trainee or experienced teacher) and the potential to be an outstanding classroom practitioner	<ul style="list-style-type: none">• Experience of teaching in Key Stage 2
Skills	<ul style="list-style-type: none">• Ability to plan and deliver stimulating learning experiences which draw on a wide range of teaching and learning styles• The ability to enthuse students of all ages and abilities• Ability to establish good relationships with students and colleagues• Skills to offer effective pastoral support to pupils	<ul style="list-style-type: none">• The ability to use ICT as a tool for teaching and learning
Qualities	<ul style="list-style-type: none">• Excellent team member• Energy, positivity, enthusiasm• Prepared to go the extra mile to enable students to do as well as possible• Excellent organisational and interpersonal skills• A willingness to learn and ask for support• A willingness to be involved in the school's wider enrichment programme	

Ready to apply?

Please complete the application form (also available from the School's website) and submit this with a covering letter outlining your reasons for applying and what you feel you can bring to the post. This should be addressed for the attention of the Acting Principal and sent by email to enquiries@dhsfg.org.uk.

Closing date for applications: 9am on Monday 16 October 2023
Interviews will be held w/c Monday 16 October.

Durham High School
Farewell Hall
South Road
Durham
DH1 3TB

Tel: 0191 384 3226
www.dhsfg.org.uk

Terms and Conditions

Hours

The hours of work will be full time (1.0), and is to cover a period of maternity leave from December 2023.

Salary

Salary will be payable according to the Durham High School Salary Scale, which is negotiable depending on experience and qualifications.

Benefits

Durham High School operates a fee reduction package for children of staff members, subject to meeting the school's admissions criteria.

All staff receive free school lunches during term time, including a wide selection of hot and cold menus every day.

Training opportunities for personal and professional development.

DBS and searches

Durham High School is committed to safeguarding and promoting the welfare of children. The successful applicant will be subject to an enhanced DBS disclosure.

In addition, as part of the shortlisting process, Durham High School will carry out an online search on the shortlisted candidates as part of its due diligence.

WE ARE
'EXCELLENT'
IN ALL AREAS

ISI INSPECTION REPORT
OCTOBER 2022



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0191 384 3226 www.dhsfg.org.uk

