



Oakhyrst Grange School

Oakhyrst Grange School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. At this school we respect and value all children and are committed to providing a caring, friendly and safe environment for our pupils so that they can learn in a relaxed and secure atmosphere. We believe that every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Oakhyrst Grange School. We recognise our responsibility to safeguard all who access school and promote the welfare of all of our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

The position: KS1 Form Teacher from September 2024

Candidates with QTS or recently graduated PGCE or Post Graduate status all welcome to apply.

Responsible to:

The successful candidate will be responsible to the Head and Board of Management.

- To teach such lessons, subjects and activities as required by the school's curriculum.
- To liaise with members of staff responsible for other subjects, to ensure that the children have correct equipment and clothing and are aware of any additional practice or homework, which results from those lessons.
- To attend staff Inset training days. To attend regular staff meetings and additional meetings as required.
- To oversee the pastoral care of the pupils, and the day-to-day organisation of the Form including morning and afternoon registration.
- To monitor pupil's progress and conduct. To record pupils' awards, rewards and sanctions. To keep clear records on the school portal.
- To communicate with parents and/or carers as appropriate and to lead the "meet the teacher" meeting at the end of the previous school year and relevant parents evenings during the year.
- To write regular reports as required under the school's reporting policy.
- To ensure a safe, stimulating and appropriate learning & teaching environment in the Form room. To display the children's work to good effect.
- To escort the Form to and from events and activities where appropriate.
- To submit Curriculum Plans as required by the school's planning and assessment policy. To set and mark classwork and homework regularly and in detail.
- To carry out supervisory duties at break and lunch times for the whole school. To be in charge of a lunch table.
- To cover when required for absent colleagues.
- All teachers are expected to attend the main school functions such as open days, plays / concerts, carol service and Prize Giving.
- To assist with or run individually an after school club or activity(ies)

Responsibilities:

In addition:

To suitably qualified applicants there may be the future opportunity to co-ordinate a subject within the school's curriculum.



Oakhurst Grange School

Form Teacher ~ Personal Profile

PERSONAL PROFILE

The successful candidate will be:

- A graduate teacher or early careers teacher with a post graduate teaching qualification
- Enthusiastic and willing to 'go the extra mile'
- Articulate
- A class teacher of proven high ability or references that indicate potential
- IT literate
- Experienced in pupil target setting
- Dedicated to school improvement
- Committed to a culture of self improvement, especially in areas of healthy living and well-being
- Willing to co-operate with the Head & Board of Management

He or she will have:

- An ability to preserve and enhance the school family ethos.
- A proven track record to date
- Excellent communication skills
- The ability to relate well to children and all members of staff.
- The personality and interpersonal skills to gain the respect and co-operation of the parents
- A sense of humour

Annual Salary:

- Oakhyrst Grange pay scale. Salary subject to experience and qualification.
- The position is currently pensionable with the TPP.
- There is a 25% remission of fees for staff children educated at Oakhyrst Grange.

Details Required:

- Fully completed application form
- Covering letter
- Full CV
- 2 references prior to interview upon request
- Copies of DBS checks, DfE number, qualification certificates etc. will be required at interview along with three proofs of identity for a school DBS check.

Closing Date: 3.00pm on Wednesday 27th March 2024

Short-listed applicants will be called for interview on Tuesday 30th April 2024