

KEREM SCHOOL
(Incorporating Kerem Early Years Unit)

CLASS TEACHER
(required for September 2019)

Recruitment Application Pack

June 2019



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Welcome Letter from the Head Teacher

Dear Candidate

Thank you for showing an interest in the position of Class Teacher at Kerem School. We are interested in appointing excellent teachers who will enhance our existing outstanding staff.

Kerem School, incorporating the Early Years Unit, opened in 1948 and educates pupils between the ages of three and a half and eleven. We are a community school with approximately 200 pupils on roll. We firmly believe that by building strong partnerships with parents and families we are able to 'work together and achieve together'.

We received "Excellent" in all eight categories in our most recent ISI Inspection (July 2014).

At Kerem, we aim to provide all our children with a challenging and stimulating education within the security of a warm and caring learning environment. We aim to promote excellence and celebrate achievement by involving children in their learning objectives through close contact with parents, governors and community, and by ensuring a safe, hard-working atmosphere in which all children can develop positive attitudes to their work. All the children in KS2 have access to 1:1 iPad devices. The children in the Early Years and Key Stage 1 have access to shared iPads.

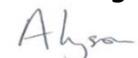
You will have an opportunity to play a vital role at Kerem. As a staff member we will work together to develop and strengthen the opportunities offered to the children and ensure that we provide them with the best possible education that we can. We value the efforts and attainment of all our pupils, providing them with a strong Jewish identity to leave Kerem as confident individuals prepared for the challenges that lie ahead.

We can offer you dedicated colleagues, hardworking children and supportive parents and governors. Professional development opportunities are open to you, as well as the flexibility to 'think outside the box'. We have specialist Physical Education, Computing, Creative Writing and Music teachers. We are generously staffed and classes are well supported in core subject areas.

If you are ready to take on a new challenge, have enthusiasm and a good work ethic with a passion for making a difference to young lives, this could be the job for you.

I look forward to receiving your application.

Kind regards,



Alyson Burns
Head Teacher

The Application Process

If you wish to apply, please respond by submitting the Kerem School application form and attaching copies of your qualification certificates. Please also submit a supporting statement addressing the job description and person specification. This should be no longer than 2 A4 pages.

Please indicate the Key Stage(s) you would most like to be considered for. If you are applying for a part-time position, please state what you would propose.

Applications should be emailed to the Head Teacher on vacancies@keremschool.co.uk as soon as possible and by Monday 1st July at the latest. Please add the header “(Your Name) – Application for Class Teacher”.

Your References

You should give the names, positions, organisations, telephone contact numbers and email addresses of at least two referees, one of whom must be your current/most recent employer. Both should be professional contacts. It is our practice to contact referees prior to interview.

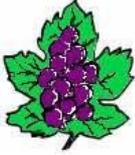
Finally, please ensure that you have included daytime, evening and mobile contact numbers, as well as any dates when you will not be available or might have difficulty with the timetable.

Recruitment Timetable

Closing Date Monday 1st July 2019

Suitable candidates may be interviewed before the closing date and we reserve the right to withdraw the position if an early appointment is made.





KEREM SCHOOL
Norrice Lea, London, N2 0RE
020-8455 0909
vacancies@keremschool.co.uk
Miss Alyson Burns BEd (Hons)

CLASS TEACHER
(Early Years / Key Stage 2)

required from September 2019

Kerem School, an independent, Modern Orthodox, Jewish primary school, is seeking to appoint an outstanding, enthusiastic and highly motivated teacher to join our happy, successful and welcoming school. We will consider full and part-time applicants.

We look forward to hearing from you if you are an excellent and experienced classroom practitioner, inspire children and have high standards and expectations in all areas of school life.

Kerem received “Excellent” in all eight categories in our ISI inspection (July 2014)
(www.isi.net/schools/8854)

An application pack and application form can be found on the school website at www.keremschool.co.uk/vacancies.

Closing date for applications: Monday 1st July 2019.

Suitable candidates may be interviewed before the closing date and we reserve the right to withdraw the position if an early appointment is made.

Kerem is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).



KEREM SCHOOL

PERSON SPECIFICATION – CLASS TEACHER

The person specification is an important part of the recruitment process. It should be read carefully as it will form the basis of short-listing and, ultimately, appointing the successful applicant. You must demonstrate, therefore, how you meet each of the following criteria in your application.

Education Achievements, Qualifications and Training

- Qualified teacher status
- University degree

Teaching Experience

- Experience of success teaching at Key Stage 2 / Key Stage 1 / Early Years (as appropriate)
- Experience of teaching in more than 1 Key Stage (desirable)
- Experience of teaching in an Independent School

Job Related Knowledge, Aptitude and Skills

- Clear understanding of Primary Curriculum
- Understanding of how to develop the learning of young children
- Ability to demonstrate excellent classroom practice
- Ability to plan effectively and achieve progression
- Ability to employ a range of teaching and learning strategies appropriate to different needs and abilities
- Ability to communicate sensitively and effectively
- Ability to use ICT for educational purposes

Safeguarding of Children

The successful candidate will show a secure understanding of procedures of safeguarding of children and adhere to all school policies.

Personal Qualities

- Commitment to the ethos of the school as an Orthodox Jewish School
- Enthusiasm, warmth, sensitivity, flexibility, initiative and a sense of humour
- Good communication skills
- Commitment to teamwork
- Excellent interpersonal skills
- Good organisational skills, including the ability to meet deadlines



KEREM SCHOOL

JOB DESCRIPTION - CLASS TEACHER

RESPONSIBLE TO	Head Teacher
DIRECTED BY	Deputy Head
SALARY	Main Pay Scale (subject to experience)
CONDITIONS	Current Pay and Conditions Document

Aim

To uphold and support the aims and ethos of the school in all aspects of your daily work.

Duties and responsibilities will include:

- a) To take responsibility for the planning and implementing of programmes of work
- b) To plan carefully with colleagues to ensure all children's needs are met.
- c) Maintain effective professional relationships with colleagues.
- d) To monitor and assess individual children and write records and parental reports in accordance with the school's assessment policy.
- e) To present children's work and prepare displays.
- f) To be responsible for children's behaviour and development and communicate any concerns to the Inclusion Co-ordinator.
- g) To participate in tefillah, and lead informal education when required.
- h) To foster good relationships with parents and ensure regular and effective communication.
- i) To assist in the supervision of students if appropriate.
- j) To participate in and attend meetings as required by the Head Teacher
- k) To participate in review of school policies and practices and to implement all school policies.
- l) To take responsibility for own professional development through attendance of appropriate training and keep up to date with developments in teaching.
- m) A good knowledge and understanding of the development of young children including good working knowledge of current educational documentation.

- n) To liaise with members of staff and outside agencies as appropriate in order to make the best provision for children.
- o) Maintaining class and school discipline among pupils and safeguarding their health and safety when they are the responsibility of the school and in accordance with agreed policies, procedures and standards.
- p) Promoting general progress and welfare of a class or group of pupils.
- q) To take on a co-ordinator responsibility (subject area to be agreed with the Head Teacher).
- r) To participate fully in all aspects of school life and undertake any additional duties at the request of the Head Teacher, that fall within the remit of a teacher as set out in the School Teachers' Pay and Conditions Document.

The school is committed to safeguarding and promoting welfare of children and young people and expects all staff and volunteers to share this commitment.