



## **KS2 Class Teacher**

### **The Role**

Cheltenham College Preparatory School requires a full-time Class Teacher for Year 3 or 4. The successful candidate will provide exceptional pastoral care and inspirational academic provision.

The Class Teacher is responsible to the Head of Section for the day to day running and efficient management of a class within the Lower School Department. The Class Teacher also contributes to the co-curricular life of the school.

### **Cheltenham College**

The College consists of two inter-dependent fee-paying schools within a single executive structure. The Senior School (pupils from 13 – 18), founded in 1841, is the oldest of the Victorian public schools and is predominantly a boarding school of some 700 pupils. College includes a Sixth Form of approximately 300 pupils.

The Prep School is situated on the same campus as Cheltenham College in a beautiful setting with its own sports fields, lake and stunning views of Leckhampton Hill. Originally situated on the main College campus, it moved to its current site in 1908. The Prep is fully co-educational, day and boarding, and takes pupils from 3 to 13, with the majority preparing for Scholarships and Common Entrance for the College. There are over 400 pupils.

Both schools have fine academic records and a considerable reputation for sport, drama and music. In the most recent ISI inspection, both College and The Prep were awarded 'Excellent' across all categories.

### **Key Responsibilities:**

- Enthuse all pupils with a love of learning
- To plan and teach exciting and differentiated lessons in all curriculum subjects
- To maintain the safety of the children during directed hours
- To ensure equal opportunities regardless of gender, ability and culture
- To maintain good practice and provide a rich, safe learning environment
- To plan and teach effectively, the programmes of study and maintain academic records and profiles as agreed within the department
- To have an awareness of SEND pupils, meeting the needs of all, and tracking individual progress
- To liaise and report to parents in accordance with the current reporting system and keep the Head of Section informed of all communications to and from parents
- To constantly reappraise professional performance, to participate in CPD and to stay informed of

current legislation and practices

- To maintain, develop and promote key IT skills that contribute to teaching and for daily administration
- To undertake duties as are agreed within the department
- To attend meetings and undertake duties as can reasonably be requested by the Head or the Head of Section
- To liaise with colleagues and Heads of Department in the preparation and moderation of schemes of work and maintaining resources
- To contribute to the termly assessment, target setting and reporting schedule.
- To organise and take part in appropriate and agreed extra-curricular activities
- To interact with colleagues on a professional level, maintaining effective working relationships
- To uphold the school aims, ethos and policies, as well as contributing to the department self-evaluation process.

### **General Expectations**

- Members of the Lower School Department and wider Common Room act as Class Teachers. They will be attached to a House, make substantial contributions to the activities and co-curricular programmes, including Games, and carry out supervision duties at break, lunch or after school as required.
- Sport fixtures and other whole school events take place in the week and on some Saturday mornings during term time. Commitment to Saturday mornings throughout the year is a requirement.
- Although hours of work are not specified precisely, staff are expected to be in school before 8.00am and the working day for pupils begins at this point, with registration taking place at 8.15am. The post will include some evening commitments during term time for Parents' Evenings, Information Evenings and some House events. Outside of the formal term times there is an expectation to be in school for Prep School or departmental INSET and to be available to fulfil any reasonable duties.
- In coordination with the Head of Section, share any areas of expertise and show enthusiasm towards developing the department.
- To demonstrate high standards and expectations to sit alongside outstanding academic provision and pastoral care.
- Endeavour to give every child the opportunity to reach their potential

### **Terms and conditions**

- The College has its own salary scale.
- Entitlement to a substantial reduction in fees for staff children on completion of the statutory probationary period.
- Lunch in school (during term time).
- Use of College sport facilities (at staff allocated times).
- Pension scheme
- Subsidised health scheme membership (Benenden)

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