



**ST EDMUND'S**  
**SCHOOL**  
CANTERBURY

# **Junior School**

## **Teacher of ICT**

Permanent, Full-Time Post  
Immediate start available





## THE SCHOOL

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We are a 600 strong 3-18 independent co-educational day and boarding school which fosters a family atmosphere, values the individual and offers a wide range of opportunities to pupils, whatever their interests or strengths. In an historic setting overlooking the City of Canterbury, the school is proud to educate the Choristers of Canterbury Cathedral and is equally proud of the diversity that day and boarding pupils bring. Both academic rigour and co-curricular involvement are encouraged. Pupils are respectful of each other and work together to create a cohesive, inclusive and happy community. The School is located on the top of St Thomas Hill, commanding impressive views over the City of Canterbury. The Pre-Prep, Junior and Senior Schools share the same site, while the Choristers live within the Precincts of Canterbury Cathedral.

### ETHOS

- Our pupils benefit from a caring and supportive environment, high-calibre teaching and a holistic educational approach that seeks to develop creativity, leadership qualities and original thinking
- A broad academic curriculum and extraordinarily diverse co-curricular programme enable pupils to find their path and grow to 'be all they can be'
- Our small class sizes enable the personalisation of learning so that pupils receive the attention and academic challenge they need to excel
- Every pupil here is known and understood
- The fact that we educate children from the age of 3 to 18 underpins the strong family atmosphere and sense of community that pervade the school
- St Edmund's is proud of its pupil-centred and ambitious academic ethos. We seek to foster original thinkers with the intellectual and personal skills to be leaders and decision makers in the future
- We offer a variety of challenging and exciting GCSE and A-level courses which appeal to young people whatever their strengths and interests. Highly-qualified teachers and small class sizes mean that young people receive inspirational instruction, with vibrant debate and individual attention colouring every classroom
- Pupils develop learning skills through project work and research opportunities such as the Extended Project Qualification and the Durrell Essay. We encourage cross-curricular work to promote original ideas and multi-dimensional thinking
- Essentially, our pupils are encouraged throughout their time at St Edmund's to aim for and achieve the very highest academic standards of which they are capable

## DETAILS ABOUT THE POST

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| Grade        | St Edmund's Academic MPS Range  |
| Title        | Teacher of ICT – Junior School  |
| Type of post | Full time (Permanent)   |
| Benefits     | TPS, Employee Assistance Programme, Salary Sacrifice Schemes, Retail discounts, subsidised gym membership, free parking, free lunch |
| Start Date   | Immediate start available, November 2022 or Jan 2023  |

| POST & DEPARTMENT   |  |
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| <p><b>Advert</b></p> <p><b>Department</b></p> <p><b>Courses</b></p> | <p>We are seeking to appoint a fantastic teacher to join our teaching team from January 2022. Whilst the Junior School educates children from Years 3 to 8, it is part of the wider St Edmund's School family, educating children from 3 years old to 18. As you can imagine, this provides our children with unique opportunities and our staff with wonderful resources to support learning. You may be an experienced teacher or seeking your first teaching post as an NQT. You may also currently work in the state sector or the independent sector. We are looking for the right person to contribute to our children, our team and the wider school family.</p> <p>The pupils at St Edmund's are absolutely delightful and are enthusiastic learners. Parental support is very strong and the Governing Body is committed to improving outcomes for our children. We are committed to high standards and achievement for all pupils.</p> <p>We are looking for someone who is:</p> <ul style="list-style-type: none"> <li>• Excellent in the classroom, with an outstanding ability to engage and enthuse children</li> <li>• Able to challenge, support and motivate all children to achieve high standards</li> <li>• Open to new ideas and willing to commit to new initiatives</li> <li>• Eager to take a full and active part in all aspects of our school community</li> <li>• An excellent communicator with pupils, parents and staff</li> <li>• Naturally positive and a fun team player – with a great sense of humour!</li> </ul> |

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|  | <p>In return, we can offer you the opportunity to:</p> <ul style="list-style-type: none"><li>• Teach well behaved, highly motivated children who are keen to develop their own learning</li><li>• Work within a school community that is proud of its achievements and well-motivated to continue to develop further</li><li>• Work within a supportive team</li><li>• Regular PPA time</li><li>• Great professional development tailored to fit your needs</li></ul> |
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## Job Description

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### Functions

- Be responsible for the education and welfare of a class of children as designated by the Head of the Junior School in accordance with the School Teachers' Pay and Conditions Document, having due regard to the requirements of the National Curriculum, the school's agreed aims, objectives and schemes of work and any policies of the school or the governing body.
- Share in the corporate responsibility for the well-being and discipline of all children
- Contribute to the ethos of the school in a positive, supportive and collaborative way, and represent the school positively in the wider community

### Qualities & Skills

- Be able to work on his/her own initiative in the execution of the duties outlined below.
- Be committed to a process of continuous improvement and the raising of standards in attainment within the school
- Be able to relate effectively to staff, children, parents and members of the general public

### Key responsibilities

- To foster the aims and ethos of the school, promoting and disseminating good practice and high standards by regular teaching and providing an excellent role model
- To be accountable to the Head of the Junior School for the teaching of designated curriculum areas to a class or subject group
- To ensure the school curriculum and its delivery meet the requirements of the National Curriculum and school policies
- To ensure all children have their curriculum entitlement
- To undertake teaching across KS2, KS3 and KS4 in the Junior and Senior Schools.
- To promote the well-being and pastoral care, discipline and social development of all pupils and to encourage the partnership of parents in their children's education
- To ensure good channels of communication with pupils, staff, home, school and the local community

- To monitor Health and Safety procedures and standards throughout the school
- To attend meetings with staff from this and other schools, liaising with them and outside agencies as appropriate, and to take part in personal and professional development
- To be responsible for the planning, preparation, assessment and teaching of the work programmes for designated classes, groups or designated curriculum area, in collaboration with the other members of the team
- Maintain adequate and up to date records as required by the Head of the Junior School, governors and the Department for Children's Services
- Compile reports as required by the Head of the Junior School, governors and Department for Children's Services
- Take an active part in the life of the school
- To undertake any other reasonable duty or task requested by the Head of the Junior School and Head of School.



## PERSON SPECIFICATION

|                       | ESSENTIAL   | DESIRABLE   |
|-----------------------|---|---|
| <b>QUALIFICATIONS</b> | <ul style="list-style-type: none"> <li>Qualified Teacher Status – Suitable for an NQT</li> </ul>  | <ul style="list-style-type: none"> <li>Examples of CPD to develop teaching and learning in a department</li> <li>Evidence of Child Protection training</li> </ul> |
| <b>THE CLASSROOM</b>  | <ul style="list-style-type: none"> <li>Able to demonstrate positive relationships with children</li> <li>Committed to raising levels of achievement and attainment of all children</li> <li>Proven ability as a successful classroom practitioner</li> <li>Evidence of successful teaching experience</li> <li>Has high standards and expectations of self and all children</li> <li>Has a broad and varied range of classroom and behaviour management techniques</li> <li>Able to motivate and stimulate children to enjoy learning</li> <li>Can demonstrate a well organised classroom where children are encouraged to be independent and resilient learners</li> <li>Plans work that enables all children to make at least good progress</li> <li>Uses formative assessment to inform teaching and planning</li> <li>Able to create an exciting learning environment where children's work is celebrated through quality interactive displays</li> <li>Ability to teach across KS2, KS3 and KS4</li> </ul> | <ul style="list-style-type: none"> <li>Ability to teach Outdoor Education</li> </ul>  |



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|                           | <ul style="list-style-type: none"> <li>• Able to contribute to the extra-curricular provision</li> </ul>   |  |
| <b>PERSONAL QUALITIES</b> | <ul style="list-style-type: none"> <li>• Effective oral and written communication skills</li> <li>• An enthusiasm for involvement with pupils, staff, governors and the community</li> <li>• A sense of humour</li> <li>• Willing to learn</li> <li>• Be hardworking, kind, flexible and able to work as a member of a team</li> </ul> |  |

## **CONDITIONS OF SERVICE**

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### **BENEFITS**

Teacher's Pension Scheme, Employee Assistance Programme including counselling services and financial/legal advice line, Salary Sacrifice schemes such as Cycle2work, subsidised gym membership, retail discounts and cashback scheme. Parking is free for all staff on the school site and lunch is offered free-of-charge for all staff.

Fee remission is available to all members of staff subject to spaces being available at the discretion of the Governors and subject to change.

Support of visa sponsorship is in place for international candidates.

## **SAFER RECRUITMENT**

St Edmund's School Canterbury is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).

## **UK GDPR**

Personal information provided by candidates will be kept on a secure file in the school and will not be released to third parties outside the school without the permission of the person concerned, except where there is a legal requirement so to do. Retention of personal information is acted on consent, which can be withdrawn by the individual at any time.

## **APPLICATIONS**

Applications should be emailed to [recruitment@stedmunds.org.uk](mailto:recruitment@stedmunds.org.uk) no later than Monday 10<sup>th</sup> October.

Applications must take the form of an application form and covering letter including the candidate's suitability for the post with reference to the person specification. The names and contact details (including email addresses) of two referees are required (one of whom must be your current or most recent employer and neither referee should be a relative or someone known to you solely as a friend).

