LAMBROOK

LOWER SCHOOL TEACHER

Required for April 2027
The closing date for applications is Sunday 8 November, 9.00am
Interviews will take place shortly after the closing date



CANDIDATE SEARCH

Lambrook seeks a dynamic and engaging Lower School teacher to teach a form across a range of subjects from the Key Stage 2 curriculum. The successful applicant will be able to enthuse and inspire all pupils, be a supportive and understanding pastoral form tutor and have a passion for the core subjects. We also expect the candidates to make a wide contribution to the life of this busy, exciting and successful school.

While this post is a Monday to Friday role, there is an expectation that the successful candidate would be able to commit to several Saturdays over the course of the year to attend and help run various events.

KEY RESPONSIBILITIES

Teaching and Learning

- To prepare and teach exciting and engaging lessons based on schemes of work set
- To complete planning documentation as required by the School
- To use ICT to enhance the impact of learning for pupils
- To mark and assess pupils work as per the School's Marking Policy and keep clear and up to date records
- To ensure pupils present work that meets expectations set by the School
- To ensure that displays in allocated classrooms and communal areas of the school support learning and, where appropriate, display pupils' work
- Be willing to teach all areas of the Key Stage 2 curriculum
- To maintain and uphold the School's Behaviour Policy to provide a safe and positive learning environment
- Ensure allocated classroom is well maintained, tidy and a stimulating place for pupils to learn
- Ensure non-contact time is used effectively to ensure marking, planning and other expectations are adhered to
- To address and correct any pupil whose behaviour or uniform does not meet standards set by the school. Record these incidents as required by the School and inform relevant staff
- To ensure pastoral support of all pupils is outstanding, and specific needs are met with sensitivity and emotional understanding



KEY RESPONSIBILITIES CONTINUED

Communications

Teachers are expected to:

- Communicate with parents of pupils in their Form in a timely, sensitive and personable manner
- Write clear, direct and well-crafted subject reports for parents to show areas of strength and those needing development
- Write Form Reports that demonstrate a good understanding of every child
- Prepare for Parent Meetings carefully and impart useful feedback to parents

Co-curricular and wider School contribution

Teachers are expected to:

- Provide a minimum of one club each academic year, as directed by the Head of Co-curricular
- Contribute to the whole school Enrichment program
- Liaise with the Chaplain to host termly Form Chapel Service, in line with expectations set out by the Chaplain and Head of Lower School
- Take an active role in allocated House, and support Head of House with events and House assemblies
- Supervise pupils outside of lesson time as instructed and agreed in the Duties rota. This includes during the school day, and afterschool, as directed by Deputy Head
- Provide cover for absent colleagues, as requested by the Cover Supervisor
- Participate in, or organise/lead, educational visits
- Attend Parents' Evenings and Information Evenings, some of which will take place after school or in the evening

PERSON SPECIFICATION

- A minimum of a good graduate level qualification and QTS
- Experience of working in an educational setting – independent or mainstream sector
- ICT skills should be at a high level
- Administrative and organisational skills sufficient to enable and enhance effective learning in the classroom

SAFEGUARDING

The safeguarding of children is of paramount importance, so all teachers are expected to know, understand and follow the School's Safeguarding Policy, the Code of Conduct and other policies relevant for staff.



THE APPLICATION PROCESS

The school has its own generous salary scale and benefits including contributory Pension Scheme, free lunches (term time only), bike to work scheme, life assurance scheme. If the candidate has a child who has been accepted into the school, subject to availability of spaces, a means tested fee remission may be available.

Applications will only be accepted from candidates completing the School's Application Form in full.

To accompany your application form, we asked you to provide the Headmaster with a letter of application (no more than two sides of A4). The letter of application should offer a personal insight into the skills and aspirations of the candidate. Letters and application forms should be sent to the Headmaster via HR@lambrookschool.co.uk.

Any offer to a successful candidate will be conditional upon:

Verification of identity, qualifications and confirmation of right to work in the UK.
A minimum of two references.
A new satisfactory Enhanced Disclosure clearance (DBS) including the Children's Barred List must be in place before employment can commence.
Verification of medical fitness.
Where a candidate has worked or been in residence overseas in the previous five years, such checks and/or Visa documents are required in accordance with statutory guidance.
Online checks will be carried out.

All appointments to the School are subject to satisfactory completion of a probationary period.

If you are currently working with children on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including disciplinary offences relating to children or young persons (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any enquiry or disciplinary procedure. If you are not currently working with children, but have done so in the past, that previous employer will be asked about these issues. Where neither your current nor your previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although they may, were appropriate, answer 'not applicable' if your duties have not brought you into contact with children or young persons.

You should be aware that provision of false information is an offence and could result in the application being rejected or in summary dismissal, if the applicant has been selected, and possible referral to the police and/or the department for Education Children's Safeguarding Operation Unit.

