



EWELL CASTLE SCHOOL

Independent Co-Educational Day School
for Boys and Girls aged 3 to 18 years

Key Stage 2 Teacher – Full Time

Fixed Term—1st September 2024—31st March 2025

- Job Title:** KS2 Teacher
- Job Location:** Prep School
- Reporting to:** Head of Prep School
- Start Date:** September 2024
- Salary:** Ewell Castle Teacher's pay scale (M1-U3)



INSPIRE – ENGAGE - EXCEL

Role (General):

- An ability to teach KS2 level and to be involved in sport (games) is essential.
- To respect and value our partnerships with parents, colleagues and the community.
- To support the teaching and learning of all pupils whom one teaches and/or have pastoral responsibility for and be able to stretch and nurture the most able while also making lessons accessible and enjoyable for all;
- To conduct oneself in an appropriate and professional manner at all times, supporting and fostering the aims, ethos and safeguarding policies of Ewell Castle School;
- To be responsible for the pastoral development and discipline of a class/form group;
- To complete the administrative management of a class/form group each morning and at other times required;
- To run a co-curricular activity once a week after school;
- To provide a stimulating learning environment with frequently changed displays of a high standard to ensure the learning environment is conducive to excellent learning and teaching;
- To contribute to raising standards of pupil attainment;
- To promote and safeguard the welfare of children and young people for whom one is responsible and with whom one comes into contact;
- To be willing and able to reflect professionally in order to refine practice.

As we are a Through School, the willingness and versatility to be involved in and support Pre-Prep and Senior School sites, will be a distinct advantage.

Specific Responsibilities:

Teaching and Learning:

- To teach an agreed number of lessons in the Prep School to the form class;
(While this position is for a KS 2 form class teacher, experience and willingness to be able to be flexible and teach across KS 1 or 2 would be advantageous);
- To teach any other subjects to additional groups and classes as reasonably required, undertaking all the duties expected of a class teacher;
- To provide inspiring educational opportunities and academic excellence for all pupils;
- To maintain a good up-to-date knowledge of the Prep curriculum and assessment procedures;
- To use technology to actively improve and enhance teaching and learning;
- To be committed to academic excellence and develop and implement curriculum plans to ensure that each pupil develops at a good pace through differentiated planning and teaching;
- To maintain and provide a stimulating and well-resourced learning environment;
- To plan lessons according to the Ewell Castle Teaching and Learning Policy;
- To ensure that all feedback to children follows the Ewell Castle marking policy;
- To record Pupil's progress in the appropriate manner according to subject.





Pastoral:

- To be committed to the personal development of pupils and take responsibility for their welfare and social well-being;
- To manage attendance by following registration, lateness and absence processes;
- To handle relevant whole-school and individual communications to pupils and parents / guardians;
- To value and accept every pupil as an individual;
- To help prepare pupils for their responsibilities as active citizens, in line with our values of personal integrity, life-long resilience, mutual respect and social responsibility;
- To lay the foundations for lifelong learning and growing children for life, especially in the context of our Through School;
- To write End-of-Term pastoral reports on each pupil within the class/form group and End-Of-Term academic reports for any pupils whom one teaches;
- To use system of praise and rewards outlined in staff handbook to monitor rewards and sanctions in line with behaviour for learning;
- To keep a current class/form group information file;
- To be the first point of contact for pupils for resolving issues;
- To act as a calm, authoritative figure for the class/form group;
- To ensure good class/form relations and rapport;
- To develop good relations with parents/ guardians (and recording meetings)
- To attend parents' meetings with parents/guardians and set up other meetings as may be required, to deal with important issues;
- To manage and support progress against individual academic targets for the pupils whom one teaches;
- To monitor any Individual Education Plans (IEPs) for pupils in the class with the support of the SENCo;
- To complete termly pupil progress meetings with the Assistant Head, Teaching and Learning, and SENCo;
- To report Immediately any safeguarding concerns to the DSL.



Other:

- To work collaboratively with other year group colleagues and subject specialist staff;
- To attend all staff meetings;
- To attend all Open Events
- To attend any evening events which involve the year group that one teaches;
- To follow up any initiatives, directives or recommendations made by SLT and/or Senior Teachers;
- To liaise with and plan for any TAs effectively to promote children's learning;
- To carry out playground and lunch duties as per staff rota;
- To lead at least one assembly per term;
- To accompany the year group on day trips or as and when appropriate, residential trips;
- To participate in Performance Management and Appraisal & Review arrangements;.



“ Ewell Castle is like being part of a working family”

Staff member Jan 2022

“ Ewell Castle is where every child becomes the best version of themselves, in a nurturing and supportive environment”

Parent, January 2022



Why join us?

- We are one of very few co-educational Through Schools in the Surrey/ London borders: we have a range of abilities and help each pupil to become the best version of themselves;
- Our mixed ability through School offers an independent education in small class sizes and has a distinctive family feel while also celebrating excellence;
- The majority of our pupils move onwards to Ewell Castle Senior School where they are also successful at gaining scholarships and awards.
- We have the benefit of using resources from the Senior School in our KS 2 which aids transition and provides added value to subjects such as Science and Design & Technology;
- While this particular post will be teaching at the Prep, which is situated across two sites within a few minutes' walking distance of the senior school, all teachers have the opportunity to immerse themselves in being part of a pupil's growth over a significant number of years and across different sites;
- The school offers complimentary lunches during term time;
- Teachers have the opportunity to work in a supportive environment with committed, loyal and caring teachers who value academic and pastoral excellence;
- Appropriate pension is provided;
- Children of members of staff benefit by a 50% maximum (i.e. unaffected by scholarship or bursary) remission of school fees. (The remission is reduced pro rata for a part-time member of staff.)
- Interest free loans are available for the purchase of computers through the school.
- Ride to work
- CPD opportunities are available to all staff. The School also part funds MQSL, NPQSL, NPQH and MA courses.

Applicants invited for interview will be required to bring proof of identity e.g. passport, and qualifications to interview. Please note that we reserve the right to appoint before the closing date.

