



Eden Primary, 79 Creighton Avenue, London N10 1NR Tel 0208 883 9527

Head Teacher: Jo Sassienie jo@edenprimary.org.uk www.edenprimary.org.uk

RECRUITMENT PACK: CLASS TEACHER

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**Welcome Letter from the Head Teacher including how to apply
March 2017**

Dear Candidate,

Thank you for your interest in applying for a teaching position at Eden Primary. I hope that you will enjoy this introduction to the school and that you will decide to apply and join our team. Eden Primary opened in September 2011 and we now have a flourishing and dynamic primary school with children from Reception - Year 5. Our first cohort of children will move into our first Year 6 class in September 2017 and then our school will be full for the first time. In September 2012 we moved into a beautiful, brand new building which was designed to create a learning environment conducive to achieving the values and vision that we are committed to at Eden.

We are now looking for an inspirational teacher for Key Stage 1/2 from SEPT 2017. Middle management roles are a possibility in core subject leadership. Applicants with a range of experience (including NQTs) and an ability to demonstrate strong leadership skills are encouraged to apply.

We are an ambitious school and are keen to find teachers with a passion for teaching and learning to complement and build our team. They will be caring individuals with considerable drive and an enthusiasm for our inclusive ethos in this Jewish school. They will be a strong classroom practitioner with teaching experience and will have high expectations of children's abilities and behaviour and a commitment to high quality, creative teaching and learning.

Just a few years ago, Eden Primary was a dream for a small group of interested and committed parents. They believed there was a growing desire for a Jewish school that stood outside denominational limitations and at the same time took an innovative and creative approach to excellence in the education of young children: a school that would value, educate, welcome and nurture every Jewish child irrespective of their background and ability, as well as children who are not Jewish, on an equal basis. Families at Eden want a Jewish education for their children, which is firmly grounded in the context of the local community and the wider world. Eden Primary now provides an education in which children learn about their own religion, backgrounds and cultural heritage, and also understand, explore, value and respect the full range of religions and cultures in our modern, integrated society.

We are keen to find a person with high expectations of themselves, of their colleagues and of the children they teach. Excellent teachers and school leaders tend to be exceptional because they are reflective about their work and committed to growth in every way. Think about your skills, expertise and ambitions and apply for this position if you think it is a good match for you. We hope to find talented teachers to enrich our school.

There is no doubt in my mind that working at Eden and continuing to create the school is an exciting and irresistible challenge and I hope you will feel the same way. If this vision resonates with you, I strongly encourage you to find out more about the school and put in an application.

I hope that you find the enclosed information helpful. I would be very happy to speak with you to tell you more about the school and answer any questions you may have. Please do contact me on 0208 883 9527 for an informal conversation.

I look forward to meeting you.

With very best wishes

Jo Sassienie, Head Teacher

Vision and Values

Eden Primary is a Jewish school where everybody is welcome. It is a one-form-entry school with a cross-communal Jewish ethos that welcomes children from across the spectrum of Jewish belief and beyond on an equal basis.

INCLUSION: Eden primary enables every child to develop their true potential by recognising and meeting their individual needs in an inclusive school, creating a caring and creative environment, fostering a love of learning and helping each child to play an active and responsible role in their community.

DIVERSITY AND COMMUNITY: Children and families of different backgrounds and beliefs learn from diversity and difference and value one another in a warm, vibrant and compelling community.

OUTDOORS EDUCATION: Eden Primary fosters a love of nature, the environment and outdoor activity so that the children develop self-confidence and learn how to enjoy, protect and take responsibility for the world around them.

CURRICULUM INNOVATION: Values academic excellence achieved through an innovative curriculum incorporating both Jewish and general studies with high expectations of achievement for all children.

JEWISH EDUCATION: Eden Primary uses Jewish teaching as a source of inspiration and knowledge, while promoting respect, understanding and positive relations across the Jewish and wider community.

What kind of people are we looking for?

PLEASE ALSO READ CAREFULLY THE JOB DESCRIPTION AND PERSON SPECIFICATION FURTHER ON IN THIS PACK.

In addition we are looking for:

- A proven track record as a strong classroom practitioner.
- Teachers who see the vision and values of the school as a good fit for their professional work.
- Applicants who want to work as part of a collaborative team, building an exceptional school.
- Teachers looking for a challenge who are seeking to progress their career through professional development.
- Teachers who are open to new ideas, change and new initiatives.
- Highly professional, positive teachers who will strive for excellence and work to a high standard securing the best possible outcomes for the children and for the school.
- Creativity and a passion for teaching and learning.
- Teachers who are emotionally responsive to the needs of the children, their families and their colleagues.
- An interest in working in a Jewish school where Jewish and general studies are integrated in a meaningful way.
- Teachers who may have a passion for Jewish life and learning, but this is not essential.

Our Commitment to Staff

We can offer:

- A vibrant, warm and engaged community of children, parents, staff and governors.
- The challenge, excitement and rewards of creating, developing and improving a new school with an innovative vision, new approaches to school life and learning and inspiring values.
- The opportunity to work in a creative and thoughtful environment with a strong and committed team.
- The opportunity to work in a beautiful school building.
- Exciting professional development opportunities with an experienced leadership team, at home and abroad.
- A broad range of responsibilities.
- A committed and supportive governing body.

Person Specification

Selection decisions will be based on the candidate specification outlined below. At each stage of the process, an assessment will be made by the appointment panel to determine the extent to which the criteria have been met. When completing your application form and supporting statement, you should ensure that you address the person specification and provide evidence of how you meet the criteria through reference to work or other relevant experience.

	ESSENTIAL	POSSIBLE
QUALIFICATION	<ul style="list-style-type: none"> • Qualified Teacher Status • Evidence of continuing professional development • Track record of good or outstanding teaching 	<ul style="list-style-type: none"> • Further professional study.
EXPERIENCE	<ul style="list-style-type: none"> • EYFS/KS1/KS2 stage teaching experience • Experience of planning, implementing, assessing and tracking pupil progress across the curriculum. 	<ul style="list-style-type: none"> • Experience of working in formal or informal Jewish education: a Jewish school, youth club, summer camp, etc. • Experience of teaching Hebrew. • Subject leadership experience.
TEACHING AND LEARNING	<ul style="list-style-type: none"> • Clearly articulated understanding of the nature of children’s learning and how this relates to the curriculum and best practice in EYFS/KS1/KS2. • Knowledge of children’s development in and the teaching of literacy and mathematics in EYFS, KS1 or KS2. • An excellent practitioner. • Understanding of an integrated curriculum. • An ability to skilfully and appropriately manage a classroom and deal with behavioural issues in a sensitive, positive, emotionally responsive manner. • Use of a variety of high quality, creative, innovative teaching methods. • Understanding of assessment practice in EYFS, KS1 or KS2 and 	<ul style="list-style-type: none"> • Understanding of a curriculum integrating general and Jewish education. • Knowledge of outdoor and environmental education. • Knowledge of or enthusiasm for the Reggio Emilia approach to educating young children.

	<p>use of data and progress tracking to ensure all learners achieve.</p> <ul style="list-style-type: none"> • Understanding of how to use assessment to inform planning for good teaching and learning. • Understanding of how to give effective feedback to children. • Understanding of how to achieve good progress for all children in an inclusive classroom including those with special educational needs and those who are more able. 	
SKILLS	<ul style="list-style-type: none"> • Good communication skills. • Ability to use I.T. effectively in the classroom and in your work. • An ability to support, empathise with and build a partnership with parents and carers and build home/school links. • Ability to work closely as part of a team with all school staff on teaching, learning and school improvement. • Evidence and awareness of current local and national initiatives. 	<ul style="list-style-type: none"> • Skills in creative arts. • Ability to play a musical instrument. • Hebrew speaking, reading and writing. • Expertise in a particular area of the curriculum.
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Proven commitment to equal opportunities and to valuing a community of learners from diverse backgrounds. • High expectations and a commitment to achieving high standards in your work. • A strong work ethic and resilience under pressure. • Approachable and the ability to form good relationships with staff, pupil, parents and carers. • A commitment to furthering own professional understanding and expertise. • An openness to feedback, supervision and new ideas. • Flexibility and awareness of the potential and exciting challenges of building a new school. • Energetic and enthusiastic with a positive 'can do' approach. • Good communication skills. • Good organisation and time management skills. • Ability to maintain confidentiality. • Commitment to the protection and safeguarding of pupils. 	
JUDAISM	<ul style="list-style-type: none"> • Support for the ethos and values of the school. • Commitment to supporting the plurality of Judaism. • Commitment to valuing the 	<ul style="list-style-type: none"> • Knowledge or experience of Jewish life and learning. • Knowledge of Hebrew. • Jewish text skills. • Experience in formal or

	backgrounds of all children in the school. <ul style="list-style-type: none"> • Commitment to working in a classroom where another language is taught for part of the week. 	informal Jewish education. <ul style="list-style-type: none"> • Desire to further own learning about Judaism.
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Job Description

Post: Key Stage 1/2 Classroom Teacher

Responsible to: Head Teacher

Salary Grade: Teachers Pay Scale: Main Pay Scale or UPS

Job Purpose

- To plan and deliver high quality teaching and learning to pupils assigned to the post holder and to ensure their progression and achievement within the curriculum.
- To promote and monitor the social and emotional growth and well-being, and the safety of the children in the classroom.
- To be part of a team building a new Jewish primary school.
- To articulate and promote the vision and values of the school.
- The teacher may be expected to teach general education, Jewish education and Hebrew according to their skills and knowledge, but teaching all of these is not essential.

Main duties

The job description is performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document. It may be modified by the Head Teacher to reflect or anticipate changes in the job, commensurate with the salary and job title. The duties listed below are not, therefore, an exhaustive list of what is required.

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the post holder.
- Support the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the post holder's pupils.
- Provide leadership across the school in a designated subject or curriculum area, this to include:
 - i) monitoring quality and standards
 - ii) contributing to school planning and self-evaluation
 - iii) providing professional support to other teachers and support staff
 - iv) advising the Head Teacher on appropriate resources and materials
 - v) leading appropriate professional development

Specific Areas of Responsibility and Key Tasks as Class Teacher in EYFS, Key Stage 1/2

1. Planning

Plan teaching to achieve progression in pupils' learning through:

- identifying clear teaching and learning objectives and specifying how they will be taught and assessed
- developing and implementing creative, inspiring and engaging curriculum in collaboration with the Senior Leadership Team
- setting tasks, including homework, which challenge pupils and ensure a high level of engagement
- setting appropriate and demanding expectations for pupils' learning, motivation and presentation of work
- relating planning and learning experiences to the vision and values of the school
- setting clear targets building on prior attainment
- identifying the needs of individuals and groups within the class, taking note of individual education plans and liaising with the Inclusion Leader
- making effective use of assessment information when planning lessons
- planning opportunities to contribute to pupils' literacy and numeracy, and to their personal, spiritual, moral, social and cultural development
- the use of Teaching Assistant time as appropriate

2. Teaching and Class Management

The class teacher will:

- liaise effectively with the Senior Leadership Team in pursuing teaching and learning excellence
- establish and maintain a safe environment and purposeful working atmosphere which supports learning and in which pupils feel secure and confident
- set up a stimulating learning environment conducive to children making excellent progress
- care for and use efficiently all school resources and equipment
- set high expectations for pupils' behaviour, establishing and maintaining a good standard of behaviour through well-focused teaching and through positive and productive classroom management and supportive relationships
- provide clear structures for lessons maintaining pace, motivation and challenge
- use a variety of teaching methods to meet the needs and engage the children in the class
- select appropriate learning resources and develop study skills through library, ICT and other sources
- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- critically evaluate teaching to improve effectiveness

3. Monitoring, Assessment, Recording and Reporting

The class teacher will:

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- monitor and provide feedback on pupils' work and set next step and longer term targets for progress
- assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- prepare and present informative reports to parents
- carefully monitor the needs, social and emotional growth and well-being of every child

4. Other Professional Requirements

The class teacher will:

- have a working knowledge of teachers' standards, professional duties and legal liabilities
- operate at all times within the stated vision, values, policies and practices of the school
- establish effective working relationships and set a good example through their presentation and personal and professional conduct
- endeavour to give every child the opportunity to reach their potential and meet high expectations
- contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management and development of the school
- play a leading role in an area of school life or learning
- take responsibility for their own professional development and duties in relation to school policies and practices
- liaise effectively with parents and governors as necessary in addition to carrying out other duties as reasonably required by the Head Teacher

This job description may be amended at any time following discussion between the Head Teacher and member of staff, and will be reviewed annually.

HOW TO APPLY

When are visits with to the school possible?

Visits and conversation with the Head Teacher are strongly encouraged. Moving to a new post is an important step and we want you to make a good match. This involves finding out everything you can about the school and asking the questions you need to know the answers to. Ideally you will visit the school when it is in operation but you can also arrange to visit before or after school. Please call me, Jo Sassienie, Head Teacher on 0208 883 9527 or email me at jo@edenprimary.org.uk to arrange a visit.

Applications are due by Tuesday 4th April 2017 - 5:00PM

Who should the completed application forms be returned to?

Please post a completed hard copy of the application form and your supporting statement or letter to:

Jo Sassienie, Head Teacher, Eden Primary, 79 Creighton Avenue, London, N10 1NR

OR

Email your completed application form and your supporting statement or letter to

Jo Sassienie, Head Teacher at jo@edenprimary.org.uk.

Long listed and shortlisted candidates will be notified by telephone and also by email, and references will be taken up before interview.

What will the application process involve?

We are keen to make the recruitment process as comprehensive and also as relaxed as possible to bring out the best in our candidates.

Demonstration lesson and tasks for long-listed candidates will take place on 3rd and 4th May

Subsequent interviews for shortlisted candidates will take place on 8th and 9th May

Long-listed candidates

Conversation: Candidates will have an informal conversation with the Head Teacher.

Demonstration Lesson: Candidates will be asked to prepare a 30 minute lesson which will be observed. The focus will be on candidate's skills when working with children such as pace, questioning, interactions with the children, pupil engagement, class management skills and how you talk to children.

A Short Written Task: candidates will be asked to complete a written task related to the position applied for.

Shortlisted Candidates

Candidates will participate in a 45 minute panel interview with 15 minutes to prepare the answers to some questions in advance.

As part of the panel interview candidates will be asked to bring with them an example of pupil learning which they consider to represent high quality teaching and learning. This may include observations, children's work, photos, etc.

Candidates interested in leadership responsibilities may be asked to present or answer questions in these areas.

The successful candidate will take up their full time posts in Sept 2017.

For more information about the school please go to our website at www.edenprimary.org.uk especially our school prospectus inserts.

I hope that you find the enclosed information helpful. I would be very happy to speak with you to tell you more about the school and answer any questions you may have. Please do contact me on 0208 883 9527 for an informal conversation. I look forward to meeting you.

With very best wishes
Jo Sassienie, Head Teacher

ADVERT



79 Creighton Avenue, Muswell Hill, London N10 1NR

Eden Primary is a primary school that welcomes children from all backgrounds, integrating the best of general and Jewish education. The school is inspired by the diversity and strength of its community, an inclusive approach to learning, outdoor education, excellence in education and varied, innovative approaches to teaching and learning.

CLASS TEACHER (KS1/2)

Middle management possibilities in core subject leadership. Applicants welcome with a range of experience and ability to demonstrate strong leadership skills.

Salary: Main Pay Scale/UPS

Start date: SEPT 2017.

Our school is looking for teachers who:

- Are dedicated and excellent classroom practitioners with an ability to inspire children.
- Are enthusiastic, passionate and creative about educating young children.
- Have high expectations of children's achievement and behaviour.
- Are committed to growth and professional development.

Jewish experience, knowledge and Hebrew are not required but may be an advantage for some positions.

Application pack available at www.edenprimary.org.uk/jobs.

For more information contact Head Teacher, Jo Sassienie: jo@edenprimary.org.uk.

Closing date for applications: Tuesday, 4th April, 5:00PM.

Demonstration Lessons and Tasks: Wednesday and Thursday, 3rd/4th May

Interview Dates: Monday and Tuesday, 8th/9th May

Extended recruitment schedule as result of schools holidays (April 7th-23rd)