

6<sup>th</sup> December 2024

# **SCHOOL VACANCY BULLETIN**

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## External Adverts Based In LBBD

## School Crossing Patrol Officer

<b>Location:</b>	Furze Infant School, Bennett Road, Romford, RM6 6ES
<b>Salary:</b>	Scale 2.
<b>Hours:</b>	10 hours per week, term time only. Morning at 08:15 -09:15 and end of school day 14:55-15:55.
<b>Contract:</b>	Fixed Term.
<b>Email:</b>	<a href="mailto:office@furzeinfants.co.uk">office@furzeinfants.co.uk</a>
<b>Closing Date:</b>	Friday 13 <sup>th</sup> December 2024.
<b>Interviews:</b>	To be confirmed.

Furze Infants School, based in Chadwell Heath, are seeking to appoint School Crossing Patrol Officers to provide a safer School Crossing for our children on daily basis. The successful candidates will need the following:

### **We are looking for someone who:**

The post holder will ensure the safety of children crossing the road at a designated point between specified times. The discharge of these duties must not be to the detriment of the welfare of the other road users.

You will have experience working with children or similar positions, have a good understanding of the Highway Code, clear verbal communication skills and be reliable and punctual.

In addition, you will be fit to stand for long periods of time and work in all weather conditions, have a good eyesight and hearing, be able to assess speed of traffic and be confident to stop traffic.

You will be required to work on a daily basis.

Training and uniform will be provided.

### **In return the successful candidate will:**

Be a member of a strong and dynamic team of professionals  
Work within an organisation that has high aspirations for its pupils and staff

**Closing Date: Friday 13<sup>th</sup> December 2024**

**Interview Date: To be confirmed**

### **How to apply:**

For an application pack, please email [office@furzeinfants.co.uk](mailto:office@furzeinfants.co.uk)

Once completed please email to [office@furzeinfants.co.uk](mailto:office@furzeinfants.co.uk)

*Furze Infants School is committed to safeguarding and promoting the welfare of children and young people, and we expect all staff and volunteers to share this commitment.*

***An enhanced DBS check is required for this post. The post is exempt from the Rehabilitation of Offenders Act 1974.***



## Learning Support Assistant (in our Additional Resource Provision for children with Autism)

<b>Location:</b>	Becontree Primary School, Stevens Road, Dagenham, RM8 2QR
<b>Salary:</b>	Scale 4 (minimum £17,785 and maximum £18,937, depending on experience).
<b>Hours:</b>	25 hours per week.
<b>Contract:</b>	Temporary (1 year contract).
<b>Start:</b>	Preferably Monday 6 <sup>th</sup> January 2025 (negotiable depending on notice time frame)
<b>Email:</b>	<a href="mailto:becontreeinformation@becontreeprimaryschool.com">becontreeinformation@becontreeprimaryschool.com</a>
<b>Website:</b>	<a href="http://www.becontreeprimaryschool.com">www.becontreeprimaryschool.com</a>
<b>Closing Date:</b>	Monday 9 <sup>th</sup> December 2024 at Midday
<b>Interviews:</b>	Monday 16 <sup>th</sup> December 2024

Becontree is a two-form friendly, inclusive primary school situated in the London Borough of Barking and Dagenham. We serve a diverse community, and we positively welcome applications from all sections of the community. We provide high quality education and care for children aged 3 to 11, with our school value of “Respecting One Another” being central to all aspects of our work.

The Governing Body is seeking to appoint a motivated and highly effective Learning Support Assistant (LSA) to join our hard working and supportive team. ***The successful candidate will primarily work as an LSA in the ARP*** but as a member of the school’s support team, could work in mainstream classes as necessary. This is an exciting opportunity to work in our provision for children with Autism that provides high quality teaching in a culture of nurture, challenge and support.

### We offer:

- A diverse, friendly and supportive community of staff and children.
- A dynamic, dedicated and hardworking team committed to school improvement
- Well behaved and hardworking children who are keen to learn
- Equal access to professional development opportunities for all staff.

### We pride ourselves on our high expectations and positive team ethos and welcome applications from passionate and hard-working staff who:

- are effective communicators.
- are strong team players who are committed to working in partnership with all members of our school community to raise standards.
- are highly effective and reflective practitioners, with experience of working with children with additional needs, particularly Autism.
- love learning and demonstrate a commitment to their own professional development.

Visits to our school are actively encouraged. For an application form, visit arrangements and any further details, please contact Paula Thornton, Business Manager, via the school office using the contact details provided above.

**Closing date:** Midday on Monday 9<sup>th</sup> December 2024

**Shortlisting:** Tuesday 10<sup>th</sup> December 2024

**Interview date:** Monday 16<sup>th</sup> December 2024

*We are committed to safeguarding and promoting the welfare of young people. This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process will be undertaken on successful applicants. Checks will include an enhanced disclosure from the Disclosure and Barring Service.*

## SENDCo (Primary)

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Main Pay Scale / Upper Pay Scale (Inner London) Plus, TLR2a of £3,391 per annum.
<b>Required:</b>	September 2025.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:cziregbe@robertclack.co.uk">cziregbe@robertclack.co.uk</a>
<b>Closing Date:</b>	Monday 13 <sup>th</sup> January 2025 at 08:00.
<b>Interviews:</b>	During January/February 2025.

Our Primary School opened in September 2021 and currently has classes up to Year 3. Each academic year the school will continue to expand. The school has an increasing pupil population with SEND. Therefore, we require a dynamic, innovative and enthusiastic team player to join our Primary team to lead SEND at our Primary School from September 2025. You must also have a passion for delivering the highest quality of education.

Our school prides itself on teamwork and achievement. Candidates should have some pastoral and/or curriculum leadership experience in the field of SEN. You must be able to demonstrate a commitment to delivering high quality teaching and learning, while promoting and striving for outstanding progress and attainment for all. You must be a reflective practitioner who is able to accept advice and have excellent team working skills. The postholder will be required to provide PPA cover teaching across all year groups in the Primary School.

### **We are looking for an individual who has:**

- Qualified Teacher Status.
- a record of good and/or outstanding teaching and securing high levels of pupil progress.
- a working knowledge and understanding of aspects of SEND.
- the ability to identify and devise innovative and effective intervention programmes for pupils.
- a commitment to working collaboratively with colleagues, parents and outside agencies.
- experience of or a commitment to wider school responsibilities.
- can show the ability to plan, deliver and develop an exciting, broad, balanced and creative curriculum.
- ability to analyse, understand and interpret data
- excellent classroom management.
- excellent interpersonal and organisational skills.
- a motivator by example of pupils, staff and parents.
- experience of leading, motivating and developing teaching staff.
- has the resilience to manage innovation, challenge and change
- an appreciation and an understanding of a school at the heart of the community.
- The NASENCO qualification.

**Robert Clack School of Science is one of the most successful schools in the UK and we are expanding to become the largest school in the UK. This is a fantastic opportunity for a talented and ambitious professional to join the dedicated teaching team within our school.**

**Reasons to join us:**

- **Our Pupils:** The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations and aspirations.
- **Professional Development:** We believe in developing and supporting teachers and have been recognised for doing so. We have a Silver Award for our CPD from the Teachers' Development Trust, Investors in People Bronze Award and we were voted the Sunday Times' Best Public Sector Company ranked first for 'Leadership', 'My Company' and 'Personal Growth'.
- **Working Conditions:** Our pupils need the best quality teachers in the classroom, and we support our teachers through minimal bureaucracy, supportive departments, pastoral teams and the leadership team.
- **Professional Advancement:** We believe in training and developing teachers, and the majority of our post holders trained at Robert Clack. A number are former pupils of the school, including the Headteacher, who decided to return as teachers. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities to develop.

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position please refer to the Teacher Job Description, Teacher Person Specification and download the Teacher application form which is available with the TES. Please submit your completed application form via the TES or to: [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)

**CVs only will not be accepted.** They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** September 2025.

**APPLICATION CLOSING DATE:** 8am on Monday 13 January 2025.

**INTERVIEWS TO BE HELD:** During January/February 2025.

*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.*



## SEND Teaching Assistants

<b>Location:</b>	Valence Primary School, St George's Road, Dagenham, RM9 5AJ and Bonham Road, Dagenham, RM8 3AR
<b>Contract:</b>	One-year fixed term contract.
<b>Hours:</b>	32.5 hours per week, 44.24 weeks, Monday to Friday, term time only. Working 08:30 to 15:30 (30 mins lunch).
<b>Salary:</b>	Scale 4, Point 7 - Salary equivalent to £23,121.09.
<b>Start:</b>	ASAP.
<b>Email:</b>	<a href="mailto:office@valenceprimaryschool.com">office@valenceprimaryschool.com</a>
<b>Website:</b>	<a href="http://www.valenceprimaryschool.com">www.valenceprimaryschool.com</a> .
<b>Closing Date:</b>	Friday 13 <sup>th</sup> December 2024 at Midday.

We are looking for SEND teaching assistants to join our team working in our Additionally Resourced Classrooms and our Additional Resource Provision alongside pupils in mainstream classes. The successful candidates will be required to provide support in the following aspects:

- To work with children who have a range of needs including learning, behavioural and physical needs.
- To demonstrate resilience in managing the behaviour of children with needs.
- Remain calm under pressure and be able to adapt to change quickly.
- Demonstrate an understanding of and a genuine commitment to Inclusion.

This would suit candidates who are motivated, patient with a calm nature, having great verbal communication skills and a passion for making a difference and be able to work within a team.

You will need to hold GCSE qualifications in English and Mathematics as a minimum to apply and have recent and relevant classroom experience working with children with SEND. You will have high expectations of work and behaviour; be able to work effectively in a team and be flexible, as well as being able to show initiative.

### We can offer:

- A supportive and forward-looking staff and governing body.
- Opportunities for Continuing Professional Development.
- A pleasant working environment and helpful staff in our successful school.

Support staff application forms can be downloaded online at [www.valenceprimaryschool.com](http://www.valenceprimaryschool.com) or collected from either school office. Applications made by C.V. or from agencies will not be accepted.

Your application should be forwarded to Janet Kenning or emailed to:

[jkenning@valenceprimaryschool.com](mailto:jkenning@valenceprimaryschool.com)

Closing date for this post will be **Friday 13<sup>th</sup> December at midday.**

Interviews will follow for selected candidates.

***Valence Primary is committed to safeguarding and promoting the welfare of children. This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check, will be undertaken on all applications.***

## Key Stage 1 Teacher (Primary)

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Main Pay Scale / Upper Pay Scale (Inner London)
<b>Required:</b>	September 2025.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:eselson@robertclack.co.uk">eselson@robertclack.co.uk</a>
<b>Closing Date:</b>	Monday 13 <sup>th</sup> January 2025 at 08:00.
<b>Interviews:</b>	To be confirmed.

Our Primary School opened in September 2021 and currently has classes in Reception and Years 1, 2 and 3. However, each academic year the school will continue to expand. Therefore, we require a dynamic and enthusiastic Teacher, with a passion for delivering the highest quality of education, to join our Primary School in Key Stage 1 from September 2025.

Our school prides itself on teamwork and achievement. Candidates must already have successful experience of teaching in Key Stage 1. You must be able to demonstrate a commitment to delivering high quality teaching and learning, while promoting and striving for outstanding progress and attainment for all. You must be a reflective practitioner who is able to accept advice and has excellent team working skills.

We will consider applications from both early career teachers and experienced teachers.

### **We are looking for an individual who has:**

- Qualified Teacher Status.
- Experience and knowledge of teaching in Key Stage 1.
- Has excellent knowledge of Key Stage 1 curriculum and assessment procedures.
- Record of / commitment to outstanding teaching and pupil progress.
- Experience of or a commitment to wider school responsibilities.
- Can show the ability to plan, deliver and develop an exciting and
- Excellent interpersonal and organisational skills.
- A motivator by example of pupils, staff and parents.
- Has the resilience to manage innovation, challenge and change.
- An appreciation and an understanding of a school at the heart of the community.

**Robert Clack School of Science is one of the most successful schools in the UK and we are expanding to become the largest school in the UK. This is a fantastic opportunity for a talented and ambitious professional to join the dedicated teaching team within our school.**

### **Reasons to join us:**

- **Our Pupils:** The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations and aspirations.

- **Professional Development:** We believe in developing and supporting teachers and have been recognised for doing so. We have a Silver Award for our CPD from the Teachers' Development Trust, Investors in People Bronze Award and we were voted the Sunday Times' Best Public Sector Company ranked first for 'Leadership', 'My Company' and 'Personal Growth'.
- **Working Conditions:** Our pupils need the best quality teachers in the classroom, and we support our teachers through minimal bureaucracy, supportive departments, pastoral teams and the leadership team.
- **Professional Advancement and Opportunities:** We believe in training and developing teachers, and the majority of our post holders trained at Robert Clack. A number are former pupils of the school, including the Headteacher, who decided to return as teachers. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities to develop.

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position please refer to the Teacher Job Description, Teacher Person Specification and download the Teacher application form which is available with the TES. Please submit your completed application form via the TES or to: [eselson@robertclack.co.uk](mailto:eselson@robertclack.co.uk)

**CVs only will not be accepted.** They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** September 2025.

**APPLICATION CLOSING DATE:** 8am on Monday 13 January 2025.

**INTERVIEWS TO BE HELD:** To be confirmed.

*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.*

## Higher Level Teaching Assistant

<b>Location:</b>	William Bellamy Primary School, Frizlands Lane, Dagenham, RM10 7HX
<b>Salary:</b>	Scale 6.
<b>Contract:</b>	Two term fixed contract.
<b>Start Date:</b>	20 <sup>th</sup> January 2025.
<b>Website:</b>	<a href="http://www.williambellamy.co.uk">www.williambellamy.co.uk</a> .
<b>Email:</b>	<a href="mailto:office@williambellamy.co.uk">office@williambellamy.co.uk</a>
<b>Closing Date:</b>	20 <sup>th</sup> December 2024.
<b>Interviews:</b>	Week beginning 6 <sup>th</sup> January 2025.

The Headteacher and Governors of William Bellamy Primary School are seeking to appoint an excellent experienced Higher Level Teaching Assistant to join our hardworking, dedicated, inclusive team. We are looking for someone who will work under the guidance of teachers but can also use their initiative at times. The successful candidate will be enthusiastic, flexible, creative and able to engage and inspire children.

William Bellamy is a large, vibrant and diverse 5 form entry primary school in East London. We have fantastic pupils, who are respectful and well behaved and are constantly striving to achieve their full potential. We work hard to ensure we create a very nurturing and supportive climate in our school in order to enable our talented pupils to flourish.

The post is to cover classes in EYFS and KS1 predominantly, possibly KS2 as well, and support teaching and learning. The successful candidate will as part of their role be expected to cover classes on an ad hoc and/or regular timetabled basis. In addition, the successful applicant must be willing to work outside of the normal school day – i.e. to attend staff/team meetings if required.

### Main responsibilities

- Set high expectations which inspire, motivate and challenge all children
- Promote good progress and outcomes by children
- Demonstrate good knowledge and understanding of the curriculum
- Plan education and care taking account of the needs of all children
- Adapt education and care to respond to the strengths and needs of all children
- Make accurate and productive use of assessment
- Safeguard and promote the welfare of children, and provide a safe learning environment
- Fulfil wider professional responsibilities within the school
- Establish and sustain a safe and stimulating environment where children feel confident and are able to learn and develop
- Set goals that stretch and challenge children of all backgrounds, abilities and dispositions
- Demonstrate and model the positive values, attitudes and behaviours expected of children

### Responsibilities and Qualities required

- An excellent practitioner, with a proven record of achieving high standards
- Committed to education and raising standards
- Have previous experience and understanding of teaching at primary level

- Committed to inclusive practice
- Able to work effectively as part of a team, acting as a positive role model
- Have excellent organisational, communication and interpersonal skills
- Be passionate about Continued Professional Development
- Have both an excellent understanding of pupil progress and a willingness to embrace change
- The knowledge and expertise to build on established processes and systems

**We can offer you**

- a supportive, hard-working and dedicated team of staff
- continued Professional Development opportunities
- a Senior Leadership Team committed to driving standards
- pupils who are keen and enthusiastic to learn
- a school where everyone matters
- supportive governors, parents and community

**Prior visits to the school are encouraged. Please phone the school office to arrange a time (020 8270 6506)**

If you are interested in applying, please complete an application form (available on the school website [www.williambellamy.co.uk](http://www.williambellamy.co.uk)) and include a personal statement. Please email this to [office@williambellamy.co.uk](mailto:office@williambellamy.co.uk).

*'The Council operates a no smoking policy and offers a smoke free work environment'  
William Bellamy Primary School is committed to safeguarding and promoting the welfare of young people; this post is exempt from ROA and will require an enhanced disclosure from the Disclosure & Barring Service undertaken on all applicants"*

## Learning Support Assistant

<b>Location:</b>	Becontree Primary School, Stevens Road, Dagenham, RM8 2QR
<b>Salary:</b>	Scale 4 (minimum £17,785 and maximum £18,937, depending on experience).
<b>Hours:</b>	25 hours per week.
<b>Contract:</b>	Temporary (1 year contract).
<b>Start:</b>	Preferably Monday 20 <sup>th</sup> January 2025 (negotiable depending on notice time frame)
<b>Email:</b>	<a href="mailto:becontreeinformation@becontreeprimaryschool.com">becontreeinformation@becontreeprimaryschool.com</a>
<b>Website:</b>	<a href="http://www.becontreeprimaryschool.com">www.becontreeprimaryschool.com</a>
<b>Closing Date:</b>	Monday 6 <sup>th</sup> January 2025 at Midday
<b>Interviews:</b>	Wednesday 15 <sup>th</sup> January 2025

Becontree is a two-form, friendly, highly inclusive primary school situated in the London Borough of Barking and Dagenham. We serve a diverse community, and we positively welcome applications from all sections of the community. We provide high quality education and care for children aged 3 to 11, with our school value of “Respecting One Another” being central to all aspects of our work.

The Governing Body is seeking to appoint a motivated and highly effective Learning Support Assistant (LSA) to join our hard working and supportive team. ***The successful candidate will primarily work as an LSA in our mainstream classes***, but as a member of the school’s support team, could work in one of our specialist SEND intervention spaces as necessary. This is an exciting opportunity to work in a school that provides high quality teaching in a culture of nurture, challenge and support.

### We offer:

- A diverse, friendly and supportive community of staff and children.
- A dynamic, dedicated and hardworking team committed to school improvement
- Well behaved and hardworking children who are keen to learn
- Equal access to professional development opportunities for all staff.

### We pride ourselves on our high expectations and positive team ethos and welcome applications from passionate and hard-working staff who:

- are effective communicators.
- are strong team players who are committed to working in partnership with all members of our school community to raise standards.
- are highly effective and reflective practitioners, with experience of working with children with additional needs.
- love learning and demonstrate a commitment to their own professional development.

Visits to our school are actively encouraged. For an application form, visit arrangements and any further details, please contact Paula Thornton, Business Manager, via the school office using the contact details provided above.

**Closing date:** Midday on Monday 6<sup>th</sup> January 2025  
January 2025

**Shortlisting:** Wednesday 8<sup>th</sup>

**Interview date:** Wednesday 15<sup>th</sup> January 2025

*We are committed to safeguarding and promoting the welfare of young people. This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process will be undertaken on successful applicants. Checks will include an enhanced disclosure from the Disclosure and Barring Service.*



## Midday Assistant

<b>Location:</b>	Northbury Primary School, Northbury Close, Barking, IG11 8JA
<b>Contract:</b>	Temporary until 18 <sup>th</sup> July 2025.
<b>Start:</b>	ASAP.
<b>Salary:</b>	Scale 1 - £3,297 - £3,341 (actual pro rata salary).
<b>Hours:</b>	5 hours per week, 12:00 – 13:00, 39 weeks per year.
<b>Email:</b>	<a href="mailto:office@northbury.bardaglea.org.uk">office@northbury.bardaglea.org.uk</a>
<b>Website:</b>	<a href="https://www.northburyprimary.co.uk/vacancies/">https://www.northburyprimary.co.uk/vacancies/</a>
<b>Closing Date:</b>	Friday 13 <sup>th</sup> December 2024 at Midday
<b>Interviews:</b>	W/C Monday 16 <sup>th</sup> December 2024

We are looking to appoint an enthusiastic, energetic conscientious and self-motivated person who would like to join our team of Midday Assistants and provide a key role in monitoring the safety and welfare of children during the lunch time break.

### **Job Role**

Under the direction of the Social Inclusion Officer, the Midday Assistant will play a key role in ensuring the safety and wellbeing of pupils during the lunch period. The successful candidate will oversee the pupils during lunch breaks, ensuring a positive and safe environment for all children.

### **Duties will include:**

- Supervision of all pupils and their needs, behaviour and abilities during the lunch break.
- To encourage good eating and social practices during the lunch break.
- Engage with pupils in the playground and the ability to lead and support in playground games.
- To ensure all areas are clean and tidy in accordance with health and safety.
- Promote positive behaviour and conflict resolution among pupils.
- Support the Social Inclusion Officer in creating an inclusive, welcoming environment for all pupils during lunch.
- To provide basic first aid – training will be given

**Closing date for applications: Friday 13<sup>th</sup> December 12pm**

**Interviews: W/C Monday 16<sup>th</sup> December 2024**

**To apply for this role please click on the below link to complete an online application form**

<https://www.northburyprimary.co.uk/vacancies/>

***Northbury Primary School is committed to safeguarding and promoting the welfare of children and young people and is an Equal Opportunities Employer. This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including enhanced Disclosure check will be undertaken on all successful applicants.***

## Office Manager

**Location:** Henry Green Primary School, Green Lane, Dagenham, RM8 1UR  
**Salary:** Scale SO1 – PO1.  
**Start:** February 2025.  
**Email:** [office@henrygreen.org.uk](mailto:office@henrygreen.org.uk)  
**Closing Date:** 6<sup>th</sup> January 2025  
**Interviews:** Week Beginning 13<sup>th</sup> January 2025

Do you want an exciting new challenge and to be part of a committed team of practitioners, then Henry Green Primary school may have the opportunity for you. The Headteacher and school Governors are seeking to appoint experienced and highly motivated Office Manager to join us. You would preferably have school Office Manager experience.

### We offer:

- A diverse and supportive community of friendly children, who are eager to achieve and deserve the best.
- A dynamic, talented, and forward-thinking leadership team.
- The opportunity to be part of a team that will move the school forward through a time of change.
- A school which is committed to professional development and equality for all staff with a high level of induction and training for new staff members.

### We are looking for:

- Outstanding organisation and communication skills.
- Managerial Experience.
- Familiar with various Management Information Systems.
- Excellent typing and ICT skills.
- A forward-thinking creative approach.
- Someone who is positive, enthusiastic and solution focused.
- ability to use your own initiative to deal sensitively with a range of complex issues.
- ability to organise and implement administrative systems.
- A commitment to work in partnership with pupils, staff, parents, governors and the wider community.

For an application pack, please contact the school by email at, [office@henrygreen.org.uk](mailto:office@henrygreen.org.uk) or contact (Miss K Britton – SBM) at the school on 020 8270 4466 to request a visit.

**Closing date for applications: 6<sup>th</sup> January 2025**

**Shortlisting and Interviews: Week Beginning 13<sup>th</sup> January 2025**

*"Henry Green Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure application to the Disclosure & Barring Service and check against the ISA barred list for Children."*

## Teaching Assistant (TA)

<b>Location:</b>	Richard Alibon Primary School, Alibon Road, Dagenham, RM10 8DF
<b>Salary:</b>	Actual salary £17,786 – £18,564.
<b>Hours:</b>	25 hours per week.
<b>Contract:</b>	Permanent.
<b>Email:</b>	<a href="mailto:office.r-alibon@bdcs.org.uk">office.r-alibon@bdcs.org.uk</a>
<b>Closing Date:</b>	Friday 20 <sup>th</sup> December.

The successful applicant will work under the guidance/instruction of teaching staff to:

- undertake work/care/support programmes to enable all pupils make excellent progress with their learning.
- ensure that access to the curriculum is accessible for all pupils.
- assist the teacher in the management of pupils and the classroom.
- ensure the welfare and care needs of all pupils are met.

Richard Alibon has an additionally resourced provision (ARP) for children with complex needs, and staff are expected to support children within this provision as required.

We are seeking an individual with the following attributes and skills:

- Excellent interpersonal skills and professional conduct.
- Good written and spoken English
- Ability to work individually and as part of a team
- GCSE grade C or above in English and Maths; or graduate degree
- Knows they can make a real difference to the learning made by our children
- Confident and skilled to work with children in intervention groups outside the classroom

[Richard-Alibon-Primary-School-Teaching-Assistant-Job-description-and-person-specification November 2024](#)  
[LBBD-Non-Teaching-Vacancy-Application-Form](#)

Please return completed application forms to the school office email by Friday 20<sup>th</sup> December 2024; [office.r-alibon@bdcs.org.uk](mailto:office.r-alibon@bdcs.org.uk)

## Class Teachers

<b>Location:</b>	Grafton Primary School, Grafton Road, Dagenham, RM8 3EX
<b>Salary:</b>	Main Pay Scale/ Upper Pay Scale.
<b>Contract:</b>	Fixed-Term until July 2025.
<b>Required:</b>	January 2025.
<b>Email:</b>	<a href="mailto:vacancies@graftonprimary.co.uk">vacancies@graftonprimary.co.uk</a>
<b>Website:</b>	<a href="http://www.graftonprimary.co.uk">http://www.graftonprimary.co.uk</a>
<b>Closing Date:</b>	Thursday 12 <sup>th</sup> December 2024 at 9am
<b>Interviews:</b>	Friday 13 <sup>th</sup> December

Grafton Primary School is an Outstanding, UNICEF Rights Respecting Gold school. We are a friendly, welcoming, multicultural and inclusive school set within the urban area of Dagenham. **Our children are at the heart of everything we do.**

We are looking for a Year 1 and a Year 3 teacher or main pay scale teachers with the commitment and drive required to improve outcomes for all our pupils. The successful candidate will actively participate in the school life.

### We are looking for candidates who:

- Are creative in delivering outstanding lessons
- Have the ability to work across all Key Stages
- Committed to the education of children and raising standards
- Are passionate about enabling all children to reach their full potential
- Are a hardworking, well organised team player
- Can build strong relationships with pupils, staff, parents and the wider community
- Are willing to participate fully in school life, sharing good practice with colleagues.

### We offer:

- A supportive working culture that values staff at all levels and invests in people
- A friendly and supportive staff community
- A highly knowledgeable Inclusion team
- Children who are enthusiastic to learn
- Opportunities for professional development within school and from outside agencies
- Free 24/7 access to Employee Assistance Programme to help maintain a healthy work-life balance
- A dynamic working environment and helpful staff in our friendly, successful school

If you would like to apply, please download the Teachers application form, Job Description available from the website.

For more information about our school please visit our website:

<http://www.graftonprimary.co.uk>

For enquiries, please email [vacancies@graftonprimary.co.uk](mailto:vacancies@graftonprimary.co.uk) or alternatively you can contact us by phone on: 020 3727 5171.

We welcome visits to our school. Please contact us to arrange a date/time.

**Closing date: Thursday 12<sup>th</sup> December 2024 at 9am**  
**Interviews: Friday 13<sup>th</sup> December**

*Grafton Primary is committed to safeguarding and promoting the welfare of children. This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check, will be undertaken on all applications. All shortlisted candidates will undergo online searches.*

## Head of PE

<b>Location:</b>	All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
<b>Salary:</b>	MPS/UPS – TLR 1A.
<b>Contract:</b>	Fixed term.
<b>Hours:</b>	Full Time
<b>Required:</b>	April 2025
<b>Website:</b>	<a href="https://www.allsaintsschool.co.uk/">https://www.allsaintsschool.co.uk/</a>
<b>Closing Date:</b>	Monday 9 <sup>th</sup> December 2024 at 09:00

We have an exciting opportunity for a talented teacher to lead our PE Department as the Head of Physical Education at All Saints Catholic School, you will be responsible for leading the PE Department and ensuring the delivery of a high-quality, engaging, and inclusive PE education for all pupils. You will be a passionate advocate of sport and physical education, committed to fostering fitness, a passion for sport and sporting excellence. Your role will be pivotal in shaping the school's physical education curriculum and aligning it with the school's Catholic ethos and values along with upholding the teaching standards within your department.

### Some of the Key Responsibilities and Duties

#### Leadership and Management

- Provide strategic leadership and vision for the PE Department, aligning it with the school's overall vision and values.
- Lead the development, implementation, innovation and evaluation of the PE curriculum, ensuring it is challenging, progressive, and responsive to the needs of all pupils.
- Manage and support the PE Department team, including teachers and support staff, ensuring they are motivated, developed, and working collaboratively towards shared goals.
- Monitor and evaluate the quality of teaching and learning in PE, providing constructive feedback and support to drive continuous improvement.
- Manage the PE Department's budget and resources, ensuring they are used effectively to enhance the learning experience for pupils.
- Be accountable for the progress that line managed teams make towards meeting the schools' statutory targets and strategic objectives for pupil performance.
- Attend meetings with staff, parents and outside agencies, providing reports and information as required.

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Our core values of Respect, Understanding, Affection and Humour underpin all aspects of our pastoral and academic daily routines. Our 2024 Ofsted judged us to be an Outstanding

school, highlighting that “the school successfully encourages pupils to demonstrate its core values, which include respect and understanding others. In addition to this, pupils meet the school’s exceedingly high academic expectations and achieve very well”.

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### **Why work here?**

- Ambitious CPD programme aimed to make the best possible teachers and supporting career development.
- Enthusiastic and aspiring pupils.
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- Free use of the school gym and staff yoga.
- Inner London Pay Scale.
- Staff wellbeing lunches and an active school wellbeing team.
- Hot meals provided for staff on open evenings and parent evenings.
- Teaching and Learning forums for staff to examine different aspects of pedagogy.
- A mentoring and coaching programme for staff.

### ***Applicants are welcome to visit the school.***

All Saints School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full DBS check before appointment is confirmed.

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at [office@allsaintsschool.co.uk](mailto:office@allsaintsschool.co.uk) for more details or to book a visit of our school.

## Teaching Assistant (Secondary)

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Scale 4 – actual salary range £19,919 - £20,791 per annum).
<b>Hours:</b>	28 hours per week (Monday-Friday, 8.45am – 3.05pm), term-time.
<b>Contract:</b>	Permanent.
<b>Required:</b>	As soon as possible.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:cziregbe@robertclack.co.uk">cziregbe@robertclack.co.uk</a>
<b>Closing Date:</b>	Tuesday 10 <sup>th</sup> December 2024 at 08:00.

Due to the ongoing expansion of the school, we are seeking to appoint a Teaching Assistant to join our SEND team (Secondary). Robert Clack School is split across three sites and is soon to become one of the largest schools in the UK.

Working as part of a team with teachers and the SEND department, the successful applicant will provide classroom support for pupils with Educational Health Care Plans (EHCPs) and to those with social, emotional and mental health challenges (SEMH). They will be required to assist pupils who have barriers to learning using school-based intervention strategies and resources, and help them develop their literacy, numeracy, speech and language skills. In addition, they will encourage pupils to have positive interactions with their peers and staff, whilst becoming independent learners.

The successful candidates will be required to have the following skills and experience:

- Relevant experience of working with children with SEND.
- Good levels of literacy and numeracy (minimum grade C/4 at GCSE English and Mathematics, or equivalent).
- Good standard of verbal and written communication skills when dealing with pupils, parents, colleagues and visitors.
- Good behaviour management skills.
- Flexibility, patience and a calm demeanour.
- Able to work effectively and professionally as part of a team.
- Able to follow instructions and adhere to all school policies.
- An appreciation and understanding of a school at the heart of the community.

### HOW TO APPLY:

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for one of these posts, please refer to the job description, person specification and download the application form through our school website. Please submit your completed application form to: [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)

CVs ONLY WILL NOT BE ACCEPTED. They will only be accepted if accompanied by a completed application form.

**Please note that previous applicants need not apply.**



*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers and an enhanced Disclosure and Barring Service check.*

## Head of Year

<b>Location:</b>	All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
<b>Salary:</b>	Main Scale 1-6 or UPS depending on experience + TLR 1C (£13,544).
<b>Contract:</b>	Fixed term to permanent.
<b>Hours:</b>	Full Time
<b>Website:</b>	<a href="https://www.allsaintsschool.co.uk/">https://www.allsaintsschool.co.uk/</a>
<b>Closing Date:</b>	Monday 9 <sup>th</sup> December 2024 at 09:00

We are looking for a dynamic, dedicated and capable Year Leader to join our successful secondary school. The successful candidate will have the opportunity to lead across key stages 3, 4 and 5.

### Purpose of the Year Leader Role:

- To support and uphold the Catholic ethos and values of the school.
- To positively contribute to fulfilling the mission of the school.
- To meet and maintain the professional teaching standards commensurate with their role.
- To work to raise expectations and standards within our community.
- To promote a positive image of the school.
- To develop a strategic direction for the year group.
- To take responsibility for the pastoral care and academic support for a year group.
- To lead and manage staff allocated to the Tutor team.

### Some of the responsibilities:

- To create an annual development and self-evaluation strategy for the year group based on school priorities, which contributes to the realisation of the School Improvement Plan and reflects the school's commitment to continuous progression.
- To work collaboratively with the Line Manager to develop personal and year group effectiveness.
- To lead, manage and develop the year team in order to ensure the highest possible standards of pupil achievement, personal development and well-being.
- To lead, manage and develop the year team in order to ensure the highest possible standards of pupil achievement, personal development and well-being.
- To build a team in which good practice is shared, and meeting time is used effectively to raise achievement and support pupils' personal development and well-being.
- To communicate effectively with staff so that they are properly informed of developments relating to the specified Year group.
- To lead and chair a Tutor Team meeting once per half term.

### Our school:

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We have won a number of awards which reflect our inclusive approach to education, including being awarded the Rights Respecting Schools Gold Award and the Inclusion Quality Mark, this is indicative of our “One in Christ” motto that we apply every day to everyone that is a part of the school community.

Our learning is based on the transcendental values of truth, goodness and beauty. We encourage pupils to discover truth, develop a sense of goodness and appreciate beauty in the world around them.

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### **Why work here?**

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## Head of Year

<b>Location:</b>	All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
<b>Salary:</b>	Main Scale 1-6 or UPS depending on experience + TLR 1C (£13,544).
<b>Contract:</b>	Fixed term to permanent.
<b>Hours:</b>	Full Time
<b>Website:</b>	<a href="https://www.allsaintsschool.co.uk/">https://www.allsaintsschool.co.uk/</a>
<b>Closing Date:</b>	Monday 9 <sup>th</sup> December 2024 at 09:00

We are looking for a dynamic, dedicated and capable Year Leader to join our successful secondary school. The successful candidate will have the opportunity to lead across key stages 3, 4 and 5.

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## Teacher of English and Literacy Coordinator

<b>Location:</b>	All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
<b>Salary:</b>	Main Scale 1 – 6/Upper Scale depending on experience + TLR 2a.
<b>Contract:</b>	Fixed term.
<b>Hours:</b>	Full Time.
<b>Required:</b>	April 2025.
<b>Website:</b>	<a href="https://www.allsaintsschool.co.uk/">https://www.allsaintsschool.co.uk/</a>
<b>Closing Date:</b>	Wednesday 11 <sup>th</sup> December 2024 at 09:00

### **Purpose of the Job:**

- To provide professional leadership and management for the coordination of all activities relating to literacy across the whole school; specifically improved levels of reading, writing and speaking.

### **Functions and Duties**

- The Teachers' Pay and Conditions Document specifies the general professional duties of a teacher. In addition, certain particular duties are reasonably required to be exercised and completed in a satisfactory manner as a result of the demands of the post.

### **Particular Duties**

- Under the overall direction of the Headteacher

### **Key Functions**

- To plan, produce and coordinate, on behalf of the school, a Literacy Plan.
- To take responsibility for the development and implementation of the whole school plan for literacy.
- To ensure that support is given to the whole school so that a high quality of teaching and learning takes place throughout the curriculum.
- Monitor progress made towards achieving targets and use this information to plan future developments.
- To promote and develop the curricular and extra-curricular activities relating to literacy.
- To lead, organise and coordinate staff initiatives relating to all aspects of literacy across the curriculum including the provision of support and training for staff as required.
- To liaise with Line Manager regarding the support offered to pupils; and to provide relevant information to the Senior Leadership Team.

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## Teaching Assistant

<b>Location:</b>	Greatfields School, Net Street, Barking, IG11 7QG
<b>Salary:</b>	APT&C Scale 4 pro-rata, £24,898 actual salary.
<b>Contract:</b>	Permanent.
<b>Hours:</b>	35 hours per week, term-time only.
<b>Email:</b>	<a href="mailto:vacancies@greatfieldsschool.com">vacancies@greatfieldsschool.com</a>
<b>Website:</b>	<a href="http://www.greatfieldsschool.com">www.greatfieldsschool.com</a>
<b>Closing Date:</b>	6 <sup>th</sup> January 2025 at Midday

This is an opportunity for you to work with some extraordinary and aspirational students, in a developing area of East London. The Gascoigne community is a very special place, and we are privileged to have built a school at its heart. The school is driven by the dreams, aspirations and ambitions of our students and the wider community and we would love you to join us in helping us to build a school which will drastically improve the life chances of our young people. Aspiration is at the heart of everything we do, and we passionately believe our students can compete with any other child in the country.

Greatfields opened in September 2016, and we will eventually grow to become a ten-form entry school with 1800 pupils, including sixth form, in purpose-built new accommodation. We currently have approximately 1200 students across Years 7 to 13.

We are looking to recruit a Teaching Assistant who shares our vision and ambitions for the young people of this community. You will be joining a highly motivated and passionate group of staff who work tirelessly in the best interests of the students. Staff development is central to everything we do, and you will receive weekly coaching sessions, a personalised CPD programme which best fits your needs and clear pathways for progression.

Please click [here](#) to view a short video featuring our headteacher and staff.

To apply for this role please go to our website and fill out an application form. If you would like more information about the role, please feel free to contact the school on the e-mail address below.

[vacancies@greatfieldsschool.com](mailto:vacancies@greatfieldsschool.com)  
[www.greatfieldsschool.com](http://www.greatfieldsschool.com)

*The school is committed to safeguarding and protecting the welfare of children and as such all appointments are subject to an enhanced DBS (CRB) check. Appointments are also subject to satisfactory references/medical clearance.*









## Primary Teacher (Key Stage 2) (suitable for ECT)

<b>Location:</b>	Sydney Russell School, Fanshawe Crescent, Dagenham, RM9 5QA
<b>Salary:</b>	Inner London.
<b>Start Date:</b>	April / July / September 2025
<b>Website:</b>	<a href="http://www.sydneyrussellschool.com">www.sydneyrussellschool.com</a>
<b>Email:</b>	<a href="mailto:office@sydneyrussellschool.com">office@sydneyrussellschool.com</a>
<b>Closing Date:</b>	31 <sup>st</sup> January 2025. Early applications encouraged.

Our primary phase is highly successful in enabling our students across EYFS, KS1 and KS2 to achieve well and realise their potential.

We seek to appoint an exceptional teacher who will be responsible for the academic progress of the students they teach, continually driving and improving student achievement. The appointed candidate, working under the direction of the Vice Principal and post-holders, will be committed to their own professional development, will actively contribute to a positive working atmosphere which encourages cooperation and promotes the highest standards of education, contributing towards the best outcomes for student achievement and staff development.

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

During the course of the academic year, it is expected that you will take on the following responsibilities:

1. Planning
2. Teaching
3. Classroom Management
4. Agreed Whole School Procedures

### Planning

As a class teacher, you will be expected to plan your teaching with regard to the school's strategies and programmes of study. You will be expected to achieve progression in student's learning by:

- Identifying clear learning and teaching objectives and content and specifying how these will be taught.
- Setting tasks for class, group and individual work, which challenge students and ensure high levels of student interest. This includes teaching through "challenges" where children's learning is not capped, and they have greater ownership of the work they undertake.
- Planning, setting and responding to homework, in line with the agreed policy for each year group.
- Setting high expectations for students' learning, motivation and presentation of work.
- Setting clear targets for students' learning, building on prior attainment and ensuring that students understand what is required of them for any given task.

- Identifying students with Special Educational Needs and knowing where to seek advice to give positive and targeted support.
- Planning in the short, medium and longer term lessons which provide pace, motivation and challenge for students.
- Using assessment of students' attainment to plan future lessons.
- Planning for students' personal, spiritual, moral, social and cultural development.

### **Teaching and Classroom Management**

As a class teacher, you will be expected to:

- Ensure that teaching and learning objectives are met through effective teaching, high expectations, sound learning and discipline and a purposeful working atmosphere in the classroom.
- Establish and maintain good discipline, by following the school strategy for behaviour management.
- Establish a safe learning environment in which students feel safe, secure and confident.
- Use a variety of teaching methods which will foster and stimulate enthusiasm for learning and maintain motivation.
- Differentiate appropriately for all abilities in the class, setting high expectations for all but not cap student learning.
- Give clear instructions, presentations and question students effectively to ensure participation.
- Respond to all students' work effectively, in line with the school's assessment strategy so that students are clear about how they have achieved and their next steps.
- Keep effective records of students' progress.
- Use opportunities to develop students' personal, spiritual, social, moral and cultural development.
- Establish positive working relationships with all support staff who may work in your classroom and ensure they are informed of lesson planning and your expectations.

### **Agreed Whole School Procedures**

As a class teacher and member of staff, you will be expected to:

- Ensure all children are treated equally, regardless of gender, social or cultural backgrounds.
- Safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school e.g. through being a form tutor, contributing to the enrichment curriculum
- Take part in the school's appraisal procedures
- Work with others on curriculum and pupil development to secure coordinated outcomes
- Participate in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.
- Attend all directed-time activities including the agreed Parents' Evening sessions.
- Keep parents informed of their child's progress during the year, through positive links with parents and reporting to them.
- Ensure that student welfare duties are carried out, including break-time duty and forward any student concerns to the relevant person.
- Look to improve performance through evaluating your own teaching critically and use this to improve your effectiveness and engage with continued professional development including feedback to/from other members of staff.

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality

You should be familiar with the Code of Practice on the identification and assessment of Special Educational Needs, and you are expected to implement and keep records on Individual Education Plans (IEPs). You should also seek the advice of the schools Special Educational Needs Co-ordinator (SENCO) if you have concerns on a student's progress.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The post-holder may be required to do other duties appropriate to the level of the role, as directed by the principal or line manager.

To apply please complete the online application form and email to:

[recruitment@sydneyrussellschool.com](mailto:recruitment@sydneyrussellschool.com)

*We are committed the safety and welfare of all children and expect all staff and volunteers to share this commitment. A fully enhanced clear DBS is essential for this post.*

## Whole School Business Studies and Economics Subject Leader

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Main Pay Scale/Upper Pay Scale (Inner London) Plus, TLR1b of £11,410 per annum.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:cziregbe@robertclack.co.uk">cziregbe@robertclack.co.uk</a>
<b>Required:</b>	As soon as possible – January or April 2025.
<b>Closing Date:</b>	Monday 20 <sup>th</sup> January 2025 at 08:00 (rolling advert until recruited).
<b>Interviews:</b>	To be confirmed.

We are looking to appoint a talented, dynamic and passionate individual to lead our successful Business Education Department (incorporating Business Studies and Economics). As a whole school Subject Leader, you will become an integral part of our dynamic group of middle leaders.

Our Business Education department works across all three school sites. You will be allocated leadership time to effectively monitor, evaluate and improve the quality of education in Business Studies and Economics. You will also be supported by a TLR postholder who oversees Key Stage 5 in Business Education.

**Please note the following information regarding our Business Education curriculum:**

### **KS4: Edexcel GCSE Business Studies**

This is a highly popular option subject. This specification is structured into two themes, taking students from how entrepreneurs start businesses (Theme 1) through to growing and global businesses (Theme 2).

Theme 1 concentrates on the key business concepts, issues and skills involved in starting and running a small business. It provides a framework for students to explore core concepts through the lens of an entrepreneur setting up a business. Theme 2 examines how a business develops beyond the start-up phase. It focuses on the key business concepts, issues and decisions used to grow a business, with an emphasis on aspects of marketing, operations, finance and human resources. It also considers the impact of the wider world on the decisions a business makes as it grows.

### **KS5: OCR Cambridge Technical Level 3 in Business Studies**

This qualification is for learners 16 years old or over who want to study business. This qualification provides learners with the opportunity to develop an understanding of the business environment and to focus on a specific aspect of business through applied learning.

Our KS5 Business pupils go on to secure excellent university placements and apprenticeships. Many of our KS5 Business Studies pupils join The Business Academy letter, an extra-curricular club, promoting entrepreneurship and networking with organisations within Marketing, Consultancy and Finance.

### **About you:**

You must be passionate about teaching and will be expected to collaborate with colleagues in the department in planning and delivering lessons across a range of ages and abilities.

You must also be committed to delivering high quality teaching and learning, while promoting outstanding progress for all pupils. We will consider applications from highly effective classroom teachers who aspire to become a Subject Leader as well as current Subject Leaders.

We are looking for someone who has the following:

- Qualified Teacher Status.
- A Business Studies degree or equivalent.
- Successful experience of and a good knowledge of teaching Business Studies and Economics within a Secondary School at all relevant Key Stages (4 and 5) (ages 11 to 18).
- A record of good to outstanding teaching and of securing high levels of pupil progress.
- It is also desirable, but not essential, that you have knowledge or experience of delivering vocational courses.
- Proven track record of good classroom practice with students obtaining excellent value-added results and GCSE and A Level grades.
- Experience of the use of assessment and data in improving pupil progress.
- Able to lead and manage staff, while working effectively and supportively within a team.
- Experience of or a commitment to wider school responsibilities.
- Exceptional interpersonal and organisational skills.
- An appreciation and an understanding of a school at the heart of the community.
- Current or recent successful subject leadership experience (desirable).

**Robert Clack School of Science is one of the most successful schools in the UK and is soon to become one of the largest schools in the UK.**

**Reasons to join us:**

**Our Pupils:** The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations, and aspirations.

**Success:** We are hugely oversubscribed with a large Sixth Form. Through our provision of a broad and balanced curriculum, and an extensive range of extra-curricular opportunities, our pupils achieve excellent academic, social and cultural outcomes, despite living in an area of significant disadvantage. At the end of Year 13, our pupils go on to top University destinations, including Oxford and Cambridge. Many have progressed to employment via apprenticeships or in a variety of industries.

**Working Conditions:** Our pupils need the best quality teachers in the classroom, and we support our teachers through enhanced PPA time, minimal bureaucracy, supportive departments, pastoral teams and the leadership team.

**Professional Advancement:** We believe in training, developing and supporting teachers and support staff. Many of our teachers trained at Robert Clack; a number are former pupils of the school, including the Headteacher. We have a silver award for our CPD from the Teacher's Development Trust, Investors in People Bronze award and the one time that we entered the Sunday Times Best Public Sector Company we were ranked first for Leadership, My Company and Personal Growth. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities for you to develop at Robert Clack School.

**HOW TO APPLY:**



To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position, please refer to the; job description, person specification and download the application form, which is available with the TES. Please submit your completed application form via the TES or to: [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)

CVs only will not be accepted. They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** As soon as possible – January or April 2025.

**APPLICATION CLOSING DATE:** 8am on Monday 20<sup>th</sup> January 2025 (rolling advert until recruited)

**INTERVIEWS TO BE HELD:** To be confirmed.

*Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.*

## Science Teacher

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Main Pay Scale/Upper Pay Scale (Inner London). (TLR opportunity available for suitably qualified candidate).
<b>Required:</b>	As soon as possible/January, April or September 2025.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:cziregbe@robertclack.co.uk">cziregbe@robertclack.co.uk</a>
<b>Closing Date:</b>	Monday 13 <sup>th</sup> January 2025 at 08:00. (Rolling advert in place until candidate is appointed, please submit your application form as soon as possible).
<b>Interviews:</b>	To be confirmed (depending on when application form is received).

As a result of our recent and continuing school expansion, we are looking for an enthusiastic and inspirational teacher of science to join our growing team. The Science Department prides itself on teamwork and achievement. We have a fantastic science team, who are dedicated and passionate about their subject.

Candidates must be committed to delivering high quality teaching and learning, while promoting outstanding progress and attainment for all. As well as offering a comprehensive and engaging curriculum at Key Stage 3, Separate and Combined Sciences GCSE are offered at Key Stage 4, as well as A Level Biology, Chemistry, Physics and CTEC Science at Key Stage 5. Our outcomes at both GCSE and A Level are outstanding with many of our Sixth Form pupils progressing to study Medicine, Engineering, Science and Mathematics at University.

Applications are welcomed from both Early Career Teachers and experienced teachers. As one of the largest departments in the school, you will be joining a team that has a wealth of experience who will be able to support you to develop you to the next stage in your career.

The right candidate for us will be someone who can demonstrate: -

- Experience and knowledge of teaching Science within a secondary school (ages 11-16 essential, ages 11-18 desirable).
- Excellent curriculum knowledge and how to sequence the skills and knowledge needed.
- A record of / commitment to outstanding teaching and securing high levels of pupil progress.
- Experience of or a commitment to wider school responsibilities.
- Exceptional interpersonal and organisational skills.
- Qualified Teacher Status.
- An appreciation and an understanding of a school at the heart of the community.

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### **Reasons to join us:**

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**Professional Advancement:** We believe in training, developing and supporting teachers and support staff. Many of our teachers trained at Robert Clack; a number are former pupils of the school, including the Headteacher. We have a silver award for our CPD from the Teacher's Development Trust, Investors in People Bronze award and the one time that we entered the Sunday Times Best Public Sector Company we were ranked first for Leadership, My Company and Personal Growth. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities for you to develop at Robert Clack School.

#### **HOW TO APPLY:**

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this position please refer to the job description, person specification and download the application form, which is available with the TES. Please submit your completed application form via the TES or to: [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)

**CVs only will not be accepted.** They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** As soon as possible/January, April or September 2025.

**CLOSING DATE:** 8am on Monday 13<sup>th</sup> January 2025 (rolling advert in place until candidate is appointed, please submit your application form as soon as possible)

**INTERVIEWS TO BE HELD:** To be confirmed (depending on when application form is received)

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## Cover Supervisor

<b>Location:</b>	Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT
<b>Salary:</b>	APT&C Scale 5 (12-15). (actual salary £27,116).
<b>Hours:</b>	35 Hours per week, term time only.
<b>Contract:</b>	1-year contract in first instance.
<b>Website:</b>	<a href="http://www.sydneyrussellschool.com">www.sydneyrussellschool.com</a>
<b>Email:</b>	<a href="mailto:office@sydneyrussellschool.com">office@sydneyrussellschool.com</a>
<b>Closing Date:</b>	Thursday 12 <sup>th</sup> December 2024.
<b>Interviews:</b>	W/C 16 <sup>th</sup> December 2024.

### Purpose of Job:

- Work with staff as required to assist in the teaching and learning of students that will enable students to make outstanding progress at Sydney Russell.

### Main Activities:

- Supervise work that has been set for the class in the absence of the teacher.
- Set challenging and demanding expectations and promote self-esteem and independence of students.
- Promote good pupil behaviour and encourage pupils to interact with their peers in a positive way.
- Respond to any questions from pupils about process and procedures and offer explanations of lesson content within their level of competence.
- Respond to any immediate problems or emergencies according to the school's policies and procedures.
- Collect any completed work after the lesson and return to the appropriate teacher.
- Report back as appropriate using the school's agreed referral procedures on the behaviour of pupils during the class, and any issues arising.
- Assist with the provision of exam special arrangements for identified students.
- Work closely with teaching staff to develop strategies when working with students.
- Be responsible, in the school setting, for the health, safety and welfare of pupils.

### Other Specific Duties:

- Assist in the supervision of students as required, for example in exams, on trips and at breaks.
- The post holder will be required to demonstrate a continuous positive commitment to the school's policies including those relating to safeguarding children, health & safety, SEN and equal opportunities.
- Implement and follow all school and LA policies and procedures, including giving due regard to the school's equal opportunity policy.
- Have the necessary skills to manage safely classroom activities, the physical learning space and resources.
- Participate fully in the School's Self-Review, Performance Management/Staff Review and School Improvement Plan procedures.

- Understand and be able to use a range of strategies to deal with classroom behaviour as a whole and individual behavioural needs
- To attend in service training and relevant meetings relevant to the post in order to keep up to date with developments in working with children.

The school is committed to the ongoing professional development of our staff so will provide relevant training courses for the successful candidate.

### **Review Arrangements**

The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered, however, that over time the nature of individual jobs will change, existing duties may no longer be required, and other duties may be gained without changing the general nature of the duties or the level of the responsibility entailed. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time.

### **Conditions of Employment**

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (The contract). The post holder is required to support and encourage the school's ethos, and its objectives, policies and procedures as agreed by the governing body:

- To uphold the school's policy in respect of child protection matters
- Will be subject to the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate and all relevant statutory and institutional requirements
- The post holder may be required to perform any other reasonable tasks after consultation
- This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed
- This Job Description is not necessarily a comprehensive definition of the post. It may be subject to modification at any time after consultation with the post holder
- All staff will be expected to participate in the school's performance management scheme.

To apply please complete the online application form and email to:

[recruitment@sydneyrussellschool.com](mailto:recruitment@sydneyrussellschool.com)

*We are committed the safety and welfare of all children and expect all staff and volunteers to share this commitment. A fully enhanced clear DBS is essential for this post.*

## English Teacher

<b>Location:</b>	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
<b>Salary:</b>	Main Pay Scale/Upper Pay Scale (Inner London).
<b>Required:</b>	September 2025.
<b>Website:</b>	<a href="http://www.robertclack.co.uk">www.robertclack.co.uk</a> .
<b>Email:</b>	<a href="mailto:cziregbe@robertclack.co.uk">cziregbe@robertclack.co.uk</a>
<b>Closing Date:</b>	Monday 20 <sup>th</sup> January 2025 at 08:00 (rolling advert until appointed).
<b>Interviews:</b>	To be confirmed.

As a result of our recent and continuing school expansion, we are looking for enthusiastic and inspirational English Teacher to join our growing team.

At Robert Clack School, we encourage pupils to develop a love of language and literature, while exploring a range of important themes and contexts. All pupils develop key skills in reading, writing, speaking and listening. They read a range of fiction and non-fiction texts and are given the opportunity to improve their writing skills through various methods (narrative and descriptive pieces, discursive essays, letters etc.), along with speaking and listening skills via classroom activities (role play, group debate, presentations etc.).

Many pupils take part in extra-curricular activities in English such as BBC School Report, reading groups, theatre trips and poetry competitions. We also deliver intervention and revision for our students.

We are a high achieving department, that attained fantastic results in the summer. We are looking for an enthusiastic, responsive and reflective teacher to help students to continue to make progress in English.

You must be passionate about teaching and promoting a lifelong enjoyment of English. You will be expected to collaborate with colleagues in the department in planning and delivering lessons across a range of ages and abilities. You must be committed to delivering high quality teaching and learning, while securing outstanding progress for all pupils. Applications are welcomed from both Early Career Teachers and experienced teachers.

### **The right candidate, for us, will be someone who can demonstrate:**

- Experience and knowledge of teaching English within a secondary school (ages 11-16 essential, ages 11-18 desirable).
- Excellent curriculum knowledge and how to sequence the skills and knowledge needed.
- A record of / commitment to outstanding teaching and securing high levels of pupil progress.
- Experience of or a commitment to wider school responsibilities.
- Exceptional interpersonal and organisational skills.
- Qualified Teacher Status.
- An appreciation and an understanding of a school at the heart of the community.

Robert Clack School of Science is one of the most successful schools in the UK and we are expanding to become one of the largest schools in the UK. This is a fantastic opportunity for a talented, ambitious professional to join the dedicated teaching team within our school.

## Reasons to join us:

**Our Pupils:** The exemplary behaviour of our pupils is always commented upon by visitors to our school. Our pastoral system is second to none, reinforcing the values and ethos of the school. Pupils understand the importance of mutual respect, compassion for others, discipline, hard work, high expectations, and aspirations.

**Success:** We are hugely oversubscribed with a large Sixth Form. Through our provision of a broad and balanced curriculum, and an extensive range of extra-curricular opportunities, our pupils achieve excellent academic, social and cultural outcomes, despite living in an area of significant disadvantage. At the end of Year 13, our pupils go on to top University destinations, including Oxford and Cambridge. Many have progressed to employment via apprenticeships or in a variety of industries.

**Working Conditions:** Our pupils need the best quality teachers in the classroom, and we support our teachers through enhanced PPA time, minimal bureaucracy, supportive departments, pastoral teams and the leadership team.

**Professional Advancement:** We believe in training, developing and supporting teachers and support staff. Many of our teachers trained at Robert Clack; a number are former pupils of the school, including the Headteacher. We have a silver award for our CPD from the Teacher's Development Trust, Investors in People Bronze award and the one time that we entered the Sunday Times Best Public Sector Company we were ranked first for Leadership, My Company and Personal Growth. If you are ambitious, motivated and above all an excellent teacher, there are plenty of opportunities for you to develop at Robert Clack School.

## HOW TO APPLY:

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**CVs only will not be accepted.** They will only be accepted if accompanied by a completed application form.

**REQUIRED FOR:** September 2025

**APPLICATION CLOSING DATE:** 8am on Monday 20<sup>th</sup> January 2025 (rolling advert until appointed)

**INTERVIEWS TO BE HELD:** To be confirmed.

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## Teacher of English

<b>Location:</b>	Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT
<b>Salary:</b>	Inner London MPS.
<b>Start:</b>	Flexible from January 2025.
<b>Website:</b>	<a href="http://www.sydneyrussellschool.com">www.sydneyrussellschool.com</a>
<b>Email:</b>	<a href="mailto:office@sydneyrussellschool.com">office@sydneyrussellschool.com</a>
<b>Closing Date:</b>	30 <sup>th</sup> March 2025. Early applications are encouraged - we will operate a rolling schedule of interviews for shortlisted candidates.

### Purpose of the role:

Our English department is highly successful in supporting our students across KS3, KS4 and KS5 to achieve well and realise their potential. We seek to appoint a teacher of English who will ensure continued success for our students across KS3 and KS4, with opportunity for suitable successful candidates to teach KS5. The successful candidate will work as part of a team to ensure the highest standards of academic progress of all the students who study English, continually driving and improving student achievement.

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

During the course of the academic year, it is expected that you will take on the following duties and responsibilities:

1. Planning
2. Teaching & Classroom Management
3. Agreed Whole School Procedures

### Planning

As a class teacher, you will be expected to plan your teaching with regard to the school's policies and programmes of study. You will be expected to achieve progression in student's learning by:

- Identifying clear learning and teaching objectives and content and specifying how these will be taught.
- Setting tasks for class, group and individual work, which challenge students and ensure high levels of student interest. This includes teaching through "challenges" where children's learning is not capped, and they have greater ownership of the work they undertake.
- Planning, setting and responding to homework, in line with the agreed policy for each year group.
- Setting high expectations for students' learning, motivation and presentation of work.
- Setting clear targets for students' learning, building on prior attainment and ensuring that students understand what is required of them for any given task.
- Identifying students with Special Educational Needs and knowing where to seek advice to give positive and targeted support.



- Planning, in the short, medium- and longer-term, lessons which provide pace, motivation and challenge for students.
- Using assessment of students' attainment to plan future lessons.
- Planning for students' personal, spiritual, moral, social and cultural development.

### **Teaching and Classroom Management**

As a class teacher, you will be expected to:

- Ensure that teaching and learning objectives are met through effective teaching, high expectations, sound learning and discipline and a purposeful working atmosphere in the classroom.
- Establish and maintain good discipline, by following the school policy for behaviour management.
- Establish a safe learning environment in which students feel safe, secure and confident.
- Use a variety of teaching methods which will foster and stimulate enthusiasm for learning and maintain motivation.
- Differentiate appropriately for all abilities in the class, setting high expectations for all but not cap student learning.
- Give clear instructions, presentations and question students effectively to ensure participation.
- Respond to all students' work effectively, in line with the school's marking policy so that students are clear about how they have achieved and their next steps.
- Keep effective records of children's progress.
- Use opportunities to develop students' personal, spiritual, social, moral and cultural development.
- Establish positive working relationships with all support staff who may work in your classroom and ensure they are informed of lesson planning and your expectations.

### **Agreed Whole School Procedures**

As a class teacher and member of staff, you will be expected to:

- Ensure all children are treated equally, regardless of gender, social or cultural backgrounds.
- Safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school e.g. through being a form tutor, contributing to the enrichment curriculum
- Take part in the school's appraisal procedures
- Work with others on curriculum and pupil development to secure coordinated outcomes
- Participate in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.
- Attend all directed-time activities including the agreed Parents' Evening sessions.
- Keep parents informed of their child's progress during the year, through positive links with parents and reporting to them.
- Ensure that student welfare duties are carried out, including break-time duty and forward any student concerns to the relevant person.

- Look to improve performance through evaluating your own teaching critically and use this to improve your effectiveness and engage with continued professional development including feedback to/from other members of staff.
- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality

You should be familiar with the Code of Practice on the identification and assessment of Special Educational Needs, and you are expected to implement and keep records on Individual Education Plans (IEPs). You should also seek the advice of the schools Special Educational Needs Co-ordinator (SENCO) if you have concerns on a student's progress. Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The post-holder may be required to do other duties appropriate to the level of the role, as directed by the principal or line manager.

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[recruitment@sydneyrussellschool.com](mailto:recruitment@sydneyrussellschool.com)

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## Pastoral Co-Ordinator and Cover Supervisor

**Location:** Robert Clack School, Gosfield Road, Dagenham, RM8 1JU  
**Salary:** Scale SO1 (£31,991 - £32,846 per annum).  
**Hours:** 35 hours per week, 08:30-16:00, Monday – Friday, term-time only.  
(30-minute unpaid lunch break).  
**Website:** [www.robertclack.co.uk](http://www.robertclack.co.uk).  
**Email:** [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)  
**Closing Date:** Monday 6<sup>th</sup> January 2025 at 08:00.  
**Interviews:** To be confirmed, during January 2025.

Due to the School's ongoing expansion, we are seeking to appoint an enthusiastic and highly motivated Pastoral Co-ordinator and Cover Supervisor to join our team. The main duties of this role will be to carry out a range of tasks and activities to support pupils with social, emotional and behavioural difficulties. You will also provide Cover Supervision, working under the guidance of the teaching staff to deliver cover lessons in the classroom during the short or long-term absence of teachers.

The successful person will support pupils to access all aspects of school life successfully. You will also support the pastoral team in the day-to-day running of the school site. Aspects of support for pupils will include those with attendance, well-being and engagement in learning issues. You will be required to carry out a daily morning check for cover requirements and cover a range of subjects, pupil numbers, year groups and pupil abilities.

You must possess relevant similar experience of supporting young people. You must be able to work productively with pupils and their families, as well as with school staff and a range of external agencies.

You should be pro-active, approachable, possessing excellent communication skills and be capable of building and maintaining positive working relationships. Strong organisational, record-keeping, IT and time management skills are also vital, as well as the ability to work on your own initiative to be an effective member of the pastoral team. You must also have excellent pupil behaviour management skills.

The role is not site specific, and you may be asked to provide support at any one of the school's three sites.

**REQUIRED FOR:** As soon as possible.

**APPLICATION CLOSING DATE:** 8am on Monday 6 January 2025.

**INTERVIEWS TO BE HELD:** To be confirmed, during January 2025.

To view the job description, person specification and to download an Application Form please select Contact, Vacancies in the following link: [Non-Teaching Vacancies](#) or apply via the TES website.

Please submit completed applications by e-mail to: [cziregbe@robertclack.co.uk](mailto:cziregbe@robertclack.co.uk)

Please note that CV's will only be accepted if accompanied by an Application Form.

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