



WIMBLEDON COMMON PREPARATORY SCHOOL

113 RIDGWAY WIMBLEDON LONDON SW19 4TA

RECEPTION TEACHER (Maternity Cover)

The School

Wimbledon Common Prep School (WCPS) is a pre-preparatory school for 168 boys aged 4-7 years. We provide a well-structured education that aims to instil a love of learning in a friendly, welcoming and attractive environment.

The School was founded in 1919 as a preparatory school for King's College School (KCS) and other public schools. The premises were originally in Wimbledon High Street but in 1957 the then owner acquired the current building on the Ridgway, opposite King's, where the school is now situated in a lovely building with a large playground area surrounded by trees near Wimbledon Village and the Common. The School remained in the hands of the Turner family until June 2006 when it was purchased by King's. WCPS has an excellent reputation and feeds pupils through to King's and many other respected schools.

The Post

From January 2020 we are seeking to appoint an experienced, enthusiastic and dynamic Reception teacher on a full-time basis, for a one year fixed-term maternity cover. The successful candidate will:

- Inspire and challenge able young boys through planning, preparation and delivery of excellent lessons.
- Have experience of working in the Early Years Foundation Stage and be confident in all forms of EYFS assessment. Recent experience of working in Reception would be an advantage.
- Ensure that marking, recording, assessment and reporting meet the academic and pastoral needs of each individual child.
- Offer pastoral care and support, providing the children with a secure environment in which they can learn.
- Have the ability to build good relationships with children, parents and colleagues and demonstrate effective communication skills. Patience, flexibility, a commitment to teamwork and a sense of humour are essential attributes.
- Take a leading role in the development of a subject area.
- Be willing to contribute to our extensive programme of extra-curricular activities.

Key responsibilities

- To provide a stimulating, challenging, well-organised and inspiring learning environment in both the inside and outdoor classrooms.
- To plan collaboratively with other Reception staff on a short and medium term basis, to meet the needs of all children.

- To set clear, measurable targets to ensure children's learning progresses.
- To keep efficient tracking and progression records including formative and summative assessment.
- To report to parents both formally and informally on the development, attainment and progress of their child.
- To take responsibility for the development of a curriculum area
- To manage behaviour through positive reinforcement and role-modelling
- To participate in meetings as and when required.
- To lead, direct and communicate effectively with support staff within the classroom.
- To communicate and cooperate with external agencies as and when necessary.
- To take responsibility for finding opportunities in which to further their professional development.
- To observe, both formally and informally, other teachers within the school.
- To participate in their own appraisals of other teachers if asked.
- To be able to work in a team, whilst also being able to use their own initiative.
- To share responsibility for the development and pastoral care of all children in the school.
- To demonstrate excellent organisational and time-management skills.

Applications

A completed application form, with full CV and covering letter in support of your application should be sent preferably by email to recruitment@kcs.org.uk or by post (marked 'WCPS Application' in the top left hand corner) to:

Ms Samantha Anderson
 Human Resources Advisor
 King's College School
 Southside
 Wimbledon Common
 London
 SW19 4TT

Closing date: Thursday 12th September 2019 @ 12 noon

Interviews will be held week commencing Monday 16th September 2019

As part of the interview process all candidates will be required to teach an observed lesson. Preparation work in advance of the lesson will be required, and details will be provided prior to interview.

PLEASE NOTE: *Wimbledon Common Prep is fully committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Any offer of employment will be subject to the receipt of an enhanced CRB disclosure, satisfactory references, medical clearance and proof of legal right to work in the UK.*