



CLAREMONT FAN COURT SCHOOL



JOB INFORMATION

JUNIOR SCHOOL TEACHER OF ART AND DESIGN (Full - time)

Closing date: 9.00am Friday 7 February 2025
Interviews will be held week commencing 10 February 2025



THE SCHOOL

Welcome to Claremont Fan Court School. We are a thriving, co-educational independent day school in Surrey for pupils aged 2½ to 18. Founded in 1922, we recently celebrated our 100th anniversary as an evolving, successful school.

We are proud of Claremont Fan Court School's strong reputation for being a compassionate, child centred, truly co-educational school of choice for families seeking an academically ambitious environment that educates the whole child.

Set in 100 acres of historic grounds, Claremont is known for focussing on the academic potential of our pupils, but not at the expense of their pastoral wellbeing; for a culture that nurtures pupils' limitless potential, not just in exams but also in equipping them with the skills to shape the world around them at university, in their careers and in the wider society beyond.

We prioritise, too, an understanding of character and the way in which our relationship with others are fundamental to our successes in life, university and careers.

Where else, within a school bus ride from south west London, can children from 2 ½ to 18 balance forest schools with further maths, lacrosse with the pursuit of a medical career, learning history in a building that made history or playing rugby while designing for a fashion show.

Teachers, staff, pupils and their families are expected to support and extend the atmosphere of respect, courtesy, the love of learning and the value of friendship that is held dear at Claremont Fan Court School. This peaceful and purposeful intent extends throughout every lesson and into the pastoral and co-curricular activities we offer.



THE JUNIOR SCHOOL

The junior school comprises two parts: Fan Court for our youngest pupils to Year 2 and Stable Court for Year 3 to Year 6. Benefiting from first rate facilities, some shared across the whole school site, and specialist teaching in dedicated spaces where appropriate, a child's time with us is carefully choreographed to develop confidence and independence and build the foundations needed for future academic and all round success.

We're down to earth too - we all know that often the best lessons are learnt due to the mistakes we make and that's why we're committed to building resilience and determination in our young people so that they can embrace every opportunity that presents itself to learn: about ourselves, about others, and about the world in which we live.

Nestled in discrete and purpose-built accommodation, Fan Court is an idyllic base for our children aged from 2 to 7. We understand the importance of the early years and KS1 in laying the foundations for future success and our children benefit from small class sizes, a high ratio of adults to children and an inspiring environment, both inside the classroom and out, providing a platform from which we can deliver a curriculum where curiosity, awe and wonder are central to each child's experience.

Our upper junior years are housed in Stable Court, a wonderfully historic building, full of character. In Stable Court the curriculum expands while remaining guided. Whilst we begin the delivery of certain subjects via

specialists in Fan Court, in Stable Court this provision develops further, with a dedicated Art and Science Room and use of shared whole school facilities within our beautiful grounds.

We believe in nurturing the whole child. Our children grow through the rich opportunities and experiences on offer and while not driven by exam culture our pupils consistently achieve academic and well-rounded success.

Our curriculum is engaging, imaginative and robust. We provide relevant, regular and purposeful staff professional development to ensure our teaching reflects the latest educational research and that children reach their academic potential. Staff across the junior school meet together, and liaise regularly, to ensure continuity and cohesion across the range of school functions. We encourage and support staff who show leadership aspirations and work alongside them to develop the knowledge, skills and experiences they need to build their careers, whilst making a positive difference in the classroom and beyond.

We recognise the many advantages of being part of a co-educational through school. Pastoral and academic links across the whole school are strong, offering many opportunities for student enrichment and professional dialogue. A feature of working in the junior school is the reward of watching the pupils as they continue to grow and progress through the school.



MISSION AND ETHOS

Mission

Our mission guides the ethos of the school and is a primary document for all who work at the school.

- To provide an environment where the God-given potential of every individual is recognised and valued. With this recognition comes the expectation of high personal achievement and moral standards and a developing awareness of our individual responsibility to each other and our world.
- To maintain a broad and forward-looking curriculum in which pupils are encouraged to think independently to meet the demands of a rapidly changing world.
- To encourage our pupils to awaken to all that is good and true within and around them in their spiritual journey of self-discovery.
- To equip our pupils with a strong set of values for future decision making.
- The following values are fundamental to everything we do: courtesy, respect, trust, moral integrity, self-discipline, love for God and man.
- The School embraces the whole Claremont family: pupils, parents, guardians, staff and governors in its mission, vision and ethos

Vision

In accordance with our mission, Claremont Fan Court develops individuals who are outstanding citizens, aware of their responsibility to others and contribute positively to global society.

We realise this by being a high-quality school of choice where young people achieve more than they think is possible.

Ethos

Goodness underpins this school. Teachers, staff, pupils and their families are expected to support and extend the atmosphere of respect, courtesy, the love of learning and the value of friendship that is held dear at Claremont Fan Court School. This peaceful and purposeful intent extends throughout every lesson and into the pastoral and co-curricular activities we offer.

Young people leave Claremont Fan Court School as confident, contributing and caring members of the global community. They cherish the values that equip them to make a positive contribution and be a force for good in the world.



THE ROLE

Claremont junior school is looking to recruit a talented and innovative full-time teacher of art and design, to lead the subject, teach across the junior school years, and nurture Claremont pupils' talents in the visual arts and contribute to meeting, via the design element of the curriculum, our curricular STEM and sustainability objectives.

A Claremont teacher: is solution focused; someone who is committed to an inclusive and vibrant learning experience; delivers exciting lessons, crafted with expertise, wisdom and care; and enables all children to fulfil their potential.

At Claremont, we foster individuality and nurture the whole child – our curriculum encompasses both the classroom and out of classroom experiences and we encourage our staff to think outside of the box to achieve curricular aims, in particular to use our stunning environment to complement and make relevant the classroom experience

All staff understand the benefits of character education, and incorporate our character quality programme into their work, whilst modelling high standards in conduct and interpersonal relationships for the children in our care, upholding the values and

ethos of the school.

All staff at Claremont are expected to have a clear and confident working knowledge of practices and procedures to safeguard the welfare and wellbeing of our pupils. Regular safeguarding training takes place throughout the academic year.

Teaching and learning

- Develop schemes of work and lesson plans to achieve curricular aims and objectives
- Develop a learning environment through which each child has an educational experience suitable for their needs
- Maintain and develop department documentation to monitor, evaluate and develop the discrete subject curriculum
- Work with other teachers to plan and deliver curriculum, activities and special projects
- Communicate to pupils the goals and process of learning
- Prepare and teach lessons that cater for the range of abilities within the class
- Ensure lessons take into account best contemporary practice, including the integral use of ICLT



- Teach lessons that show a balance between whole class instruction, small group learning and independent learning
- Teach lessons that demonstrate integration of the various curricular concepts
- Set and mark pupils' work according to school policies
- Give prompt and relevant feedback to pupils to praise achievements and identify targets
- Use appropriate models of assessment to measure pupils' progress
- Assess pupil learning on a regular basis in order to set new targets for development, in line with school policies and procedures
- Conduct formal and informal reporting to parents in line with school policies and procedures
- Ensure all children make good progress – and in the event that an individual is not, to identify it and discuss appropriate strategies with the Junior school leadership and management

Pastoral

- Have an excellent understanding of child development, especially focused on the characteristics of the primary age group
- Where agreed, act as a form tutor
- Create a classroom environment that nurtures a

- love of learning and fosters the development of citizenship, character and social qualities
- Be familiar with relevant information about each pupil before the new academic year begins (or before a new pupil joins)
- Establish relationships with pupils that make them feel secure and cherished
- Support students in their learning journeys
- Maintain class discipline, use the school's behaviour processes effectively, and safeguard pupils' health and safety

Duties

- Participate in, and make an effective contribution to staff meetings
- Attend and support school assemblies and events
- Attend whole school meetings at the beginning of each term, weekly staff meetings, parents' evenings and open mornings
- Attend in-service training sessions at school or on relevant courses as appropriate
- Cover for absent staff
- Carry out supervision duties before, during and after school
- Take an extra-curricular club or activity each term
- Support our residential trips programme

- Support PTA activities as appropriate
- Teach different subject areas or age groups if needed
- Team-teach with other teachers in the year if appropriate
- Undertake any additional tasks to support the students and the school, as reasonably requested by the Head of junior school

Professional Responsibilities

- Understand and support the ethos of the school
- Work with colleagues across the school to realise the whole school vision for art and design, and to make best use of all subject resources and facilities
- Demonstrate a commitment to quality with a high regard for ethics in all aspects of daily teaching
- Strive for continuous professional growth and development
- Share results of individual best practice with colleagues
- Maintain accurate records
- Communicate with parents in a professional, open and supportive way regarding pupil progress – academic and pastoral
- Maintain wise use of resources and supplies

- Take responsibility for co-ordinating a subject area
- Engage fully in the life of the school
- Work and act professionally at all times in accordance with school policies
- To carry out any other duties that are within the employee's skills and abilities whenever reasonably instructed



THE PERSON

Person specification:

The successful candidate is likely to match the following characteristics:

- Possess a strong degree and a teaching qualification
- Have knowledge of the national primary curriculum and national strategies
- Demonstrate excellence in all aspects of teaching and learning
- Can demonstrate effectiveness in subject leadership
- Interest in our extensive extra-curricular and sports programme
- Possess an understanding of the skills required when teaching pupils with a range of learning styles and abilities
- Be conversant with strategies for raising standards of achievement
- Demonstrate an understanding of assessment strategies
- Have an ability to support students through the integration of ICLT within an e-learning environment
- Have an understanding of appropriate strategies for managing pupils' behaviour
- Be equally capable of working independently or as part of a team
- Show a creative approach to teaching with the ability to motivate children
- Have the ability to contribute to the school's extra-curricular activities
- Possess a commitment to setting high expectations of pupils
- Has the ability to cope effectively with administrative and organisational tasks
- Good communication skills
- Have a commitment to ensuring an excellent level of pastoral care and confident knowledge of safeguarding procedures
- Establish an effective, forward thinking learning environment
- Demonstrate an interest in ongoing professional development
- Energy and enthusiasm in all aspects of school life; avoiding a 'clock-in/clock-off' approach
- Be a well-presented, professional role-model who is able to inspire confidence in pupils, colleagues and parents
- Demonstrate an understanding of, and affinity with, the unique ethos of the school



WORKING AT CLAREMONT

Claremont Fan Court School is set in a beautiful location and is a warm and welcoming community. Professional standards are high, and we encourage ongoing training and personal development.

The school is located just outside Esher in Surrey and is easily accessible from the A3, M3 and M25 with ample free staff parking. The nearest train station is Claygate which is a 25-minute walk, with local bus services also available.

Esher and its neighbouring towns offer easy access to both central London and the stunning Surrey countryside, offering a feeling of space whilst being only a stone's throw from London and all the facilities a capital city has to offer.

The local area has a mix of leisure activities available. Both the historic palace at Hampton Court and the beautiful gardens at RHS Wisley are nearby, as well as Sandown Racecourse. There are many arts venues (theatres, cinemas, live music) and sports clubs in the surrounding area and for cyclists there is access to some of the finest roads.

Property prices tend to be high locally but there are affordable options a little further out, and many staff choose to live slightly further afield.

Claremont has its own teaching payscale and this role will pay a competitive salary, depending on experience.

Benefits include generous contributory pension scheme (currently through TPS), a generous discount on school fees, cycle to work scheme as well as complimentary lunches and refreshments during term-time.



HOW TO APPLY

Please ensure you read the job information pack carefully, as well as the school's Recruitment, Disclosures and Selection Policy, Safeguarding Policy and Applicant Privacy Policy on our [website](#).

Applicants are asked to complete the downloadable application form available on our website. You should provide a covering letter in support of your application addressed to the head of junior school, Mr Matthew Jelley.

Please note: applications should be submitted by email and sent to jobs@claremont.surrey.sch.uk

Documents must either be in Microsoft Word or *pdf format as we are not able to accept any other type of file.

All applications will be acknowledged by email within one working day of receipt. Please contact Human Resources on 01372 473720 should you have any questions or if you have not received an acknowledgement.

Closing date : 9.00am Friday 7 February 2025
Interviews will be held week commencing 10 February 2025

Please note that we reserve the right to conduct interviews prior to the closing date. References may be taken up at any stage during the recruitment process.

Claremont Fan Court School and its staff are committed to safeguarding the welfare of children. Successful applicants will be required to undergo screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. It is an offence for any person barred from working with children to apply for this post.



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www.claremontfancourt.co.uk | jobs@claremont.surrey.sch.uk
Claremont Drive, Esher, Surrey KT10 9LY