



# Bancroft's School

Woodford Green • Essex • IG8 0RF  
[www.bancrofts.org](http://www.bancrofts.org)



Candidate brief for the position of  
**Class Teacher (Prep)**  
To commence in September 2017 Or January 2018





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Candidate brief for the position of  
**Class Teacher (Prep)**

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## BACKGROUND

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### **Bancroft's School**

#### **Preparatory School**

The Preparatory School is responsible for the education and welfare of children aged 7-11 and was established in 1990 in a new architect designed building. There is considerable demand for places with a selective entry at 7+. The class size is 22 and there are three parallel classes in each of the four year groups.

There is an expectation that teachers will involve themselves in extra-curricular activities, which are an important aspect of school life and take place at lunchtimes and after school. Staff also help with duties and are expected to be available for parents' evenings, some evening functions and occasional Saturday morning events. There are also sports fixtures on a number of Saturdays.

Bancroft's Prep is a stimulating environment in which to work with an enthusiastic, cheerful and committed staff. We look forward to receiving applications from similarly dedicated teachers who enjoy being with bright, well-motivated children.





# Bancroft's School

## Senior School

Bancroft's School was founded by the Drapers' Company in 1737 on the Mile End Road as a day-school for local boys from a diverse range of backgrounds; the School has come a long way geographically and institutionally since then but remains committed to pupils from a wide range of backgrounds and has a long tradition of excellence.

We are now a co-educational independent day school for around 1200 pupils from 7 to 18 and an unashamedly aspirational school, devoted to scholarship and intellectual inquiry. We aim to provide an atmosphere in which each child can flourish and we believe that children succeed when they take full advantage of the huge range of different



opportunities we provide – whether immersed in academic research, being out on the sports fields, taking part in charitable activities, acting on the stage, playing music and attending some of our numerous clubs and societies, our pupils challenge themselves and learn by taking part wholeheartedly in school life.

We have the highest expectations for every child in the school and we support, encourage and nurture each individual; we want our pupils to enjoy life to the full, make enduring friendships and grow up in a friendly, safe but challenging environment.





# Bancroft's School

At Bancroft's we continually strive to ensure that all our pupils leave here with the confidence, self-awareness and knowledge to thrive in the world beyond, as well as taking with them an awareness of others and an abiding curiosity about the world.

Bancroft's has a selective five form entry at 11+, with just under half the pupils coming from the Preparatory School. The school uses its own entrance exam and admits boys and girls in equal proportions. There is a further small entry at 16+, and most pupils stay into the Sixth Form.

It is a forward looking, modern school; a centre of excellence for the twenty-first century.







## THE ROLE

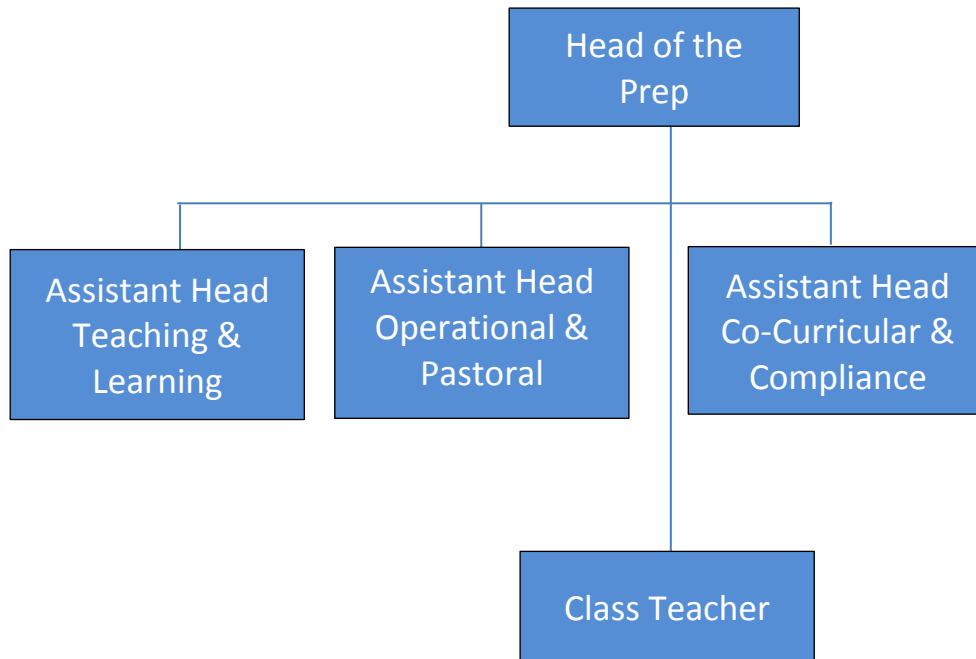
### The Class Teacher

The Class Teacher is crucial to life at Bancroft's Prep. We offer specialist teaching in subjects such as Music, Art and Games, but we are determined that the children should spend sufficient time with their Class Teacher to ensure they build a strong relationship. We want our children to be happy and the Class Teacher has a vital pastoral role to play in ensuring their well-being. Class teachers in the 'Lower Phase' (Years 3 and 4) will generally teach the core subjects of English, Maths and Science to their own classes, though Maths is taught in sets. We encourage the teachers within a year group to work and plan collaboratively and imaginatively. Class Teachers can expect to receive support and advice from their Year Group Leader and other year group colleagues, as well as from our Subject Leaders and our Assistant Head, Teaching & Learning. In pastoral matters, they can turn to the Assistant Head, Operational & Pastoral. Bancroft's is a place where bright children love to learn and staff love to come to work. We are a genuinely academic school and we believe in the children's whole education; we want them to fulfil their potential and have fun both inside and outside the classroom. This is an exciting opportunity to join our team and become part of the Bancroft's experience.





## REPORTING STRUCTURE





## RESPONSIBILITIES

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### Key areas of responsibility:

- To plan and deliver stimulating imaginative lessons which inspire the children and encourage a genuine spirit of enquiry.
- To work collaboratively with other members of the year group team, subject leaders and the Assistant Head, Teaching.
- To provide helpful and timely feedback to the children in various forms that enables them to assess their learning, make progress and fulfil their academic potential.
- To keep clear records of the children's progress and attainment in accordance with school policy and use this data to inform future planning.
- To produce written reports for parents and give them verbal feedback through parent consultations.
- To keep up-to-date with changes in subject requirements.
- To demonstrate a commitment to continued professional development.
- To ensure that the classroom is a stimulating learning environment where children's work is celebrated.
- To actively establish good relations with parents both day to day and through more formal meetings.
- To build strong relationships with the children and with colleagues.
- To be sensitive to the children's pastoral needs and share information where appropriate that ensures their well-being.
- To strive to ensure that Bancroft's Prep remains a happy, cohesive environment where staff love to come to work and where bright children love to learn.
- The above is not an exhaustive list of the requirements for the role of Class Teacher but should give an indication of many of the attributes we value.







## REMUNERATION

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The successful applicant will receive an attractive salary package according to experience and expertise. Benefits include private medical insurance, pension, and concessionary fees for children attending the school (dependent upon academic assessment).

## HOW TO APPLY

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An application form is available to download from the School website, <http://www.bancrofts.org/about-us/employment-opportunities/> or by emailing: [recruitment@bancrofts.org](mailto:recruitment@bancrofts.org).

**Closing date: 5.00pm on Tuesday, 27 June 2017.**  
**Interviews to take place week commencing Monday 3 July 2017.**

Please return your completed application to [hr@bancrofts.org](mailto:hr@bancrofts.org)

*Bancroft's School is committed to safeguarding and promoting the welfare of children and applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring service (DBS).*

