

# SCHOOLS VACANCY CIRCULAR

***This Authority is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***

**THE VACANCY CIRCULAR IS FOR DISPLAY IN COMMON AREAS SO THAT ALL STAFF HAVE ACCESS TO CURRENT JOB VACANCIES**

**Issue: 23  
Date w/b: 07/03/2018**

**Our children are looking for teachers with the passion to be outstanding**



## **We are recruiting outstanding KS1 and KS2 class teacher**

**Fantastic Opportunities for Experienced Teachers (EYFs, KS 1 and 2)**

**Closing Date: Monday 12<sup>th</sup> March 2018**

We are seeking dynamic and passionate teachers to inspire the young minds of the next generation. Our family of highly inclusive schools comprises six primary schools across the boroughs of Lambeth and Southwark. Within a stimulating and rich learning environment, we pride ourselves on our shared commitment to ensuring that all children reach their full potential. Our strong team work nurtures a lively and energising atmosphere. We are especially proud of our SEN provision and of the way we work with each teacher to ensure the very best outcomes for children.

We are especially interested in teachers with expertise in Maths and Science, as these are priority areas for our schools. If you believe you have the experience in those subject areas which could be rewarded with a TLR payment, please explain this clearly in your personal statement.

We value our staff – they are our greatest asset. We provide outstanding weekly CPD for all our teaching staff – teachers, support staff, NQTs. We value creativity and team working, a potent mix which has generated some of the most inspirational aspects of our schools. This dynamism and commitment to continual improvement comes from every level of our staff. You are professionals and we want you all to be proactive in making a difference.

### **How do we help you?**

- Outstanding CPD delivered through weekly staff meetings and INSET
- Opportunities for you to share your strengths across our Federation:
  - Leading training
  - Delivering INSET
  - Mentoring NQTS
- There are many opportunities for experienced teachers to lead and take responsibility, many of which attract a TLR payment. Here are a sample:
  - Year Leadership
  - Subject Leadership
  - Leading on specific tasks linked to our school improvement plans
  - Mentoring NQTs and other staff
  - Becoming an 'in school expert' – for example being trained to be a Philosophy Champion
- All teachers in your year group in each of the schools have their PPA release at the same time so that you can plan and assess together in teams – our staff are great at helping each other and this will be an opportunity to share and develop your experience
- Our curriculum is creative and makes teaching and learning fun – it was developed by our staff and is refined and improved by them. Your experience will be crucial here, and when supporting colleagues to adapt and tailor it to the needs of their class and teaching style
- We have the same high standards and opportunities for staff in **all** our schools. We recruit centrally, but please let us know if you have a preference for a particular school(s).

We hope you are excited by the prospect of working for us and look forward to your application. To obtain a recruitment pack, including Job Description and Person Specification, follow this link <http://www.gipsyhillfederation.org.uk/staff/recruitment>

### **Lambeth aims for quality services and equal opportunities for all**

The Gipsy Hill Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment. Successful candidates will be asked to apply for an Enhanced Disclosure from the Disclosure and Barring Service. Further information about the Disclosure can be found at [www.gov.uk/dbs](http://www.gov.uk/dbs)

**Our children are looking for teachers with the passion to be outstanding**



## **We are recruiting enthusiastic NQTs**

**Fantastic Opportunities for NQTs (EYFs, KS 1 and 2)**

**Closing Date: Monday 12<sup>th</sup> March 2018**

We are seeking dynamic and passionate teachers to inspire the young minds of the next generation. Our family of highly inclusive schools comprises six primary schools across the boroughs of Lambeth and Southwark. Each school is a happy and creative place with genuinely fantastic staff and really lovely children. We are especially proud of our SEN provision and of the way we work with each teacher to ensure the very best outcomes for children.

We value our staff – they are our greatest asset. We are particularly proud of our induction programme for NQTs, because by the end of their first year in teaching we have ensured they are well on the way to being outstanding practitioners. Isn't that what you want for yourselves?

### **How do we help you?**

- All our NQTs follow a bespoke in-house training programme which is tailored to meet your needs in your first year.
- We have been running this programme for a number of years and know it works for our NQTs – they thrive
- Training is provided by a mixture of outstanding practitioners from our own schools and outside speakers – all of it is highly relevant to your classroom practice
- You will have a skilled mentor in your school, who has received appropriate training themselves – a person who will take pride in ensuring you make the best possible progress
- If you can join us at the end of your training in the summer term, we will employ you straight away so that you are salaried over the holiday
- An advantage of starting before the end of the summer term, is that you can start preparing for your first class straightaway and quickly become familiar with the school and your colleagues.
- All teachers in your year group in each of our schools have their PPA release at the same time so that you can plan and assess together in teams – our staff are great at helping each other and you will find this incredibly supportive
- Our curriculum is creative and makes teaching and learning fun – you will be supported to adapt and tailor it to the needs of your class and your own teaching style
- We have the same high standards and opportunities for staff in all our schools. We recruit centrally, but please let us know if you have a preference for a particular school(s)

We hope you are excited by the prospect of working for us and look forward to your application.

To obtain a recruitment pack, including Job Description and Person Specification, follow this link <http://www.gipsyhillfederation.org.uk/staff/recruitment>

**Lambeth aims for quality services and equal opportunities for all**

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**School Business Manager PO5 (44-47)**  
**Immanuel and St Andrew C of E Primary School**  
**Headteacher: Mrs B. Grehan**

**Salary: Scale PO5, Spine Point, 44– 47 (£ 42,651– £ 45,438 pro-rata)**

**Hours: 35 hours per week, 42 weeks per year.**

Immanuel and St Andrew C of E Primary School is a highly respected, over-subscribed, diverse and thriving Primary school set in the heart of Streatham. Our vision, fondly known as "The Immanuel Way" is to prepare children for life-long learning whilst valuing the uniqueness of every child and providing for their needs. We are committed to high academic standards, high expectations and high aspirations which drives our belief in "Excellence for all. Excellence from all." We would welcome an application from interested candidates who wish to become part of the 'Immanuel' family.

We can offer:

- Excellent career advancement continuing professional development opportunities.
- A warm, welcoming and creative environment, with an enthusiastic, knowledgeable and committed team.
- Polite, happy and engaged children with a great enthusiasm for learning.
- Supportive parents and governors committed to our school ethos.

You will have:

- Leadership, financial experience and management of areas including Premises, Health and Safety, Administration, Facilities and HR.
- A recognised business qualification such as CSBM or other relevant professional qualification or can demonstrate equivalent experience.
- A high level of drive and motivation with the ability to motivate others.
- The ability to contribute significantly to the strategic vision and direction of the school.
- A proactive approach to school business development.
- Excellent communication skills, both oral and written.
- Good interpersonal skills to effectively liaise with different stake holders.

**Further information:**

To obtain a recruitment pack including Job Description and Person Specification, please contact Mrs B. Grehan on 02086795005, or email Mrs B Grehan on [recruitment@immanuelschoollambeth.org.uk](mailto:recruitment@immanuelschoollambeth.org.uk).

**Closing Date for the receipt of completed application forms: Friday 16<sup>th</sup> March 2018 at 12:00pm**

**Shortlisting Date: Monday 19<sup>th</sup> March 2018**

**Interview Date: Tuesday 27<sup>th</sup> March 2018**

**How to Apply:**

Please send your completed application form to Mrs. B. Grehan marked confidential  
Immanuel and St Andrew Primary School  
Northanger Road  
Streatham  
London SW16 5SL

Lambeth Council is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment. Successful candidates will be asked to apply for an Enhanced Disclosure from the Disclosure and Barring Service. Further information about the disclosure can be found at [www.gov.uk/dbs](http://www.gov.uk/dbs) and in the recruitment pack. [www.lambeth.gov.uk](http://www.lambeth.gov.uk) Lambeth aims for quality services and equal opportunities for all.



**School Administrative Officer Sc. 4 (18-21)**  
**Immanuel and St Andrew C of E Primary School**  
**Headteacher: Mrs B. Grehan**

**Salary: Scale 4, Spine Point, 18-21 (£ 21,546– £ 23,610)**

**Hours: 35 hours per week, 39 weeks per year.**

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We can offer:

- Excellent career advancement continuing professional development opportunities.
- A warm, welcoming and creative environment, with an enthusiastic, knowledgeable and committed team.
- Polite, happy and engaged children with a great enthusiasm for learning.
- Supportive parents and governors committed to our school ethos.

You will have experience:

- To co-ordinate all administrative functions in order to assist in the smooth running of the school.
- To maintain accurate accounts and systems of financial control as regards delegated financial duties.
- To provide high-quality customer service for all who visit the school and work in the school.
- To assist in the maintenance of the various school computerised databases of pupil and staff information.
- To provide administrative support to the Headteacher and Senior Leadership Team.
- To work under the direction of the school business manager in Financial Administration tasks.

**Further information:**

To obtain a recruitment pack including Job Description and Person Specification, please contact Mrs B. Grehan on 02086795005, or email Mrs B Grehan on [recruitment@immanuelschoollambeth.org.uk](mailto:recruitment@immanuelschoollambeth.org.uk).

**Closing Date for the receipt of completed application forms: Friday 16<sup>th</sup> March 2018 at 12:00pm**

**Short listing Date: Monday 19<sup>th</sup> March 2018**

**Interview Date: Wednesday 28<sup>th</sup> March 2018**

**How to Apply:** Please send your completed application form to Mrs. B. Grehan marked confidential

Immanuel and St Andrew Primary School  
Northanger Road  
Streatham  
London SW16 5SL

Lambeth Council is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment. Successful candidates will be asked to apply for an Enhanced Disclosure from the Disclosure and Barring Service. Further information about the disclosure can be found at [www.gov.uk/dbs](http://www.gov.uk/dbs) and in the recruitment pack. [www.lambeth.gov.uk](http://www.lambeth.gov.uk) Lambeth aims for quality services and equal opportunities for all.



**School Administrative Assistant Sc. 3 (14-17)  
Immanuel and St Andrew C of E Primary School  
Headteacher: Mrs B. Grehan**

**Salary: Scale 3, Spine Point, 14-17 (£ 20,310– £ 21,252 pro-rata)  
Hours: 35 hours per week, 39 weeks per year.**

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We can offer:

- Excellent career advancement continuing professional development opportunities.
- A warm, welcoming and creative environment, with an enthusiastic, knowledgeable and committed team.
- Polite, happy and engaged children with a great enthusiasm for learning.
- Supportive parents and governors committed to our school ethos.

You will have experience:

- To provide high-quality customer service for all who visit the school and work in the school.
- To be responsible for assisting in managing the school office.
- To assist in the maintenance of the various school computerised databases of pupil and staff information.
- To provide administrative support to the Headteacher and Senior Leadership Team.
- To deputise for the Senior Admin Officer in their absence.
- Financial Administration for dinner money and clubs when necessary.

**Further information:**

To obtain a recruitment pack including Job Description and Person Specification, please contact Mrs B. Grehan on 0208 679 5005, or email Mrs B Grehan on [recruitment@immanuelschoollambeth.org.uk](mailto:recruitment@immanuelschoollambeth.org.uk).

**Closing Date for the receipt of completed application forms: Friday 16<sup>th</sup> March 2018 at 12:00pm**

**Shortlisting Date: Monday 19<sup>th</sup> March 2018**

**Interview Date: Wednesday 28<sup>th</sup> March 2018**

**How to Apply:**

Please send your completed application form to Mrs. B. Grehan marked confidential  
Immanuel and St Andrew Primary School  
Northanger Road  
Streatham  
London SW16 5SL

Lambeth Council is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and external agencies to share this commitment.

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## **Class Teacher Main Pay Scale (M1-M6/UPS1-3) Immanuel and St Andrew C of E Primary School Headteacher: Mrs B. Grehan**

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We can offer:

- Excellent career advancement continuing professional development opportunities.
- A warm, welcoming and creative environment, with an enthusiastic, knowledgeable and committed team.
- Polite, happy and engaged children with a great enthusiasm for learning.
- Supportive parents and governors committed to our school ethos.

You will have experience of:

- Setting high expectations which inspire, motivate and challenge pupils.
- Planning and teaching well-structured lessons.
- Monitoring and being accountable for pupils' attainment, progress and outcomes.
- Setting high expectations of behaviour.
- Communicating effectively with parents with regard to pupils' achievements and well-being.
- Making a positive contribution to the wider life and ethos of a school.

### **Further information:**

To obtain a recruitment pack including Job Description and Person Specification, please contact Ms. V Hamilton 02086795005, or email Ms V Hamilton on [sbm@immanuelschoollambeth.org.uk](mailto:sbm@immanuelschoollambeth.org.uk)

### **Closing Date for the receipt of completed application forms:**

**Monday 19<sup>th</sup> March 2018 at 4.00pm.**

**Shortlisting Date: Tuesday 20<sup>th</sup> March 2018**

**Interview Date: Week beginning 26<sup>th</sup> March 2018.**

### **How to Apply:**

Please send your completed application form to [sbm@immanuelschoollambeth.org.uk](mailto:sbm@immanuelschoollambeth.org.uk) or by post to Ms. V. Hamilton marked confidential:  
Immanuel and St Andrew Primary School  
Northanger Road  
Streatham  
London SW16 5SL

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## **The London Nautical School**

### **Science Technician**

**Hours: 35 PW/41 weeks**

**Salary: Scale SO1 (£29,424-£31,140 pro-rata)**

**Start Date: April 2018 (or as soon as possible)**

The London Nautical School is an 11-18 boy's school and with its 600+ students is a close-knit, warm environment situated right in the centre of London on the South Bank close to world famous theatres and art galleries. The river is close to our hearts and offers us a link to the sea, which gives us our heritage. The London Nautical School is a dynamic and progressive school that has high aspirations for its staff, its students and our role in the wider community.

We are looking to appoint a Science Technician to join our vibrant and successful Science Department working alongside an existing Science Technician. The successful candidate will be self-motivated, confident and be able to work using their own initiative, ensuring that materials and resources required by the department are available to enhance the quality of learning for our students. This post is 35 hours per week, term time plus two weeks.

#### **Further information:**

To obtain a recruitment pack including a Job Description and Person Specification or to arrange a visit to the school, please email [recruitment@lns.org.uk](mailto:recruitment@lns.org.uk) or visit our website <http://www.lns.org.uk/> please navigate to Contact us then Job Vacancies. Alternatively contact Karen Powell, School Business Manager on 020 7620 2921.

<http://www.lns.org.uk/Job-Vacancies>

#### **How to Apply:**

Please send your completed application form via email to [recruitment@lns.org.uk](mailto:recruitment@lns.org.uk) or by post to: Karen Powell, School Business Manager

The London Nautical School  
61 Stamford Street  
London  
SE1 9NA

Headmaster: Mr A Bull

**The closing date for receipt of completed application is Friday 23<sup>rd</sup> March 2018**

**Interviews will be held on Tuesday 27<sup>th</sup> March 2018**

**Lambeth Council is committed to safer recruitment** Successful candidates will be asked to apply for an Enhanced Disclosure from the Criminal Records Bureau. Further information about the disclosure can be found at [www.gov.uk/dbs](http://www.gov.uk/dbs) and in the recruitment pack. Lambeth aims for quality services and equal opportunities for all. [www.lambeth.gov.uk](http://www.lambeth.gov.uk)





## **The London Nautical School**

### **Receptionist (1 Year Maternity Cover in the first instance)**

**Hours: 8am to 4pm/ 40 weeks per year/Salary: Scale 3 point 14 to 17**

**Start Date: Immediate**

The London Nautical School is an 11-18 boy's school and with its 600+ students is a close-knit, warm environment situated right in the centre of London on the South Bank close to world famous theatres and art galleries. The river is close to our hearts and offers us a link to the sea, which gives us our heritage. The London Nautical School is a dynamic and progressive school that has high aspirations for its staff, its students and our role in the wider community.

We are seeking to appoint a Receptionist/Admin Officer to act as the first point of contact and to assist with the smooth administration for the school. Applicants will require excellent interpersonal skills and the ability to be responsible for a busy reception area. This post is 35 hours per week, term time plus one week.

#### **Further information:**

To obtain a recruitment pack including a Job Description and Person Specification or to arrange a visit to the school, please email [recruitment@lns.org.uk](mailto:recruitment@lns.org.uk) or visit our website <http://www.lns.org.uk/> please navigate to Contact us then Job Vacancies. Alternatively contact Karen Powell, School Business Manager on 020 7620 2921.

<http://www.lns.org.uk/Job-Vacancies>

#### **How to Apply:**

Please send your completed application form via email to [recruitment@lns.org.uk](mailto:recruitment@lns.org.uk) or by post to: Karen Powell, School Business Manager.

The London Nautical School  
61 Stamford Street  
London  
SE1 9NA

Headmaster: Mr A Bull

**The closing date for receipt of completed applications is 12noon on Friday 23<sup>rd</sup> March 2018.**

**Interviews will be held on Tuesday 27<sup>th</sup> March 2018.**

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## Class Teacher (EYFS, KS1 or KS2) – Lambeth

We are looking to recruit excellent practitioners to join our team.

When asked what they would look for in a teacher our children said they would like a teacher who is: *“Kind....enthusiastic about what they teach...someone who pushes us to be the best we can be whilst letting us make mistakes...someone who celebrates our learning and has a growth mindset.”*

If this description fits then we would invite you to apply to teach at our school.!

### We are looking for someone who:

- is an **inspirational and ambitious** class teacher
- will create and deliver **excellent learning experiences**
- is a **team player** - who is able to work with and alongside others
- has a real love of learning and will be committed to fostering a **love of learning**
- will contribute positively to our **school community**
- will support and uphold the **Christian ethos** of our school.

### In return we can offer:

- children who are **hardworking and proud** to be part of our school community
- a welcoming, enthusiastic and caring **staff team** committed to providing the best outcomes for our children
- a **connected curriculum** approach to learning which focuses on developing children's skills and understanding through purposeful activities
- excellent opportunities for **professional development**
- a supportive **Senior Leadership Team and Governing Body** who are committed to developing the leaders of the future
- the opportunity to work with colleague across the borough through the Brixton Learning Collaborative

The Governors and staff of St John the Divine Church of England Primary School are fully committed to safeguarding all of the children who belong to the school community.

Salary: Mainscale (inner London)

Contract: Permanent

Suitable for NQTs: Yes

Closing date: Wednesday 28<sup>th</sup> March 2018

Interviews: Week beginning 17<sup>th</sup> April 2018

To arrange a visit or for an application pack call us on: 0207 735 4898 or email [admin@stjohn.lambeth.sch.uk](mailto:admin@stjohn.lambeth.sch.uk)

Further information about the school can be found on our website