



BROMSGROVE

PREPARATORY SCHOOL

Applicant information for the post of

JUNIOR DEPARTMENT CLASS TEACHER

(Year 3 or Year 4)

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BROMSGROVE SCHOOL MISSION STATEMENT

FLAIR : DISCIPLINE : ACADEMIC RIGOUR

Bromsgrove School aims to produce happy, creative, moral citizens who live motivated, fulfilled lives while enriching the lives of others.

It seeks to achieve this through an enlightened, disciplined and broad education that responds to global change while retaining core values.

The Core Values Bromsgrove seeks to foster in its pupils are: Humility and Confidence; Compassion and Ambition; Respect and Curiosity; Tolerance and Vision

AN OVERVIEW

Bromsgrove Preparatory School is a large, highly successful Day and Boarding School inclusive of many different nationalities; any member of staff working within the School will be committed to the ethos that such a school maintains.

Bromsgrove pupils are academically ambitious and resilient: their behaviour is exemplary. Whilst we are not an exceptionally selective school, we expect our pupils to work hard and fulfil their potential – around two-thirds achieve a 9-7 in each of their GCSEs and over a half achieve at least an A grade in their A Levels. In 2025 our IB Diploma students averaged 39.8 points, ranking the School 11th globally. Government and CEM's Alis Value Added data suggests our pupils' results in the Sixth Form are the best in the region bar none over recent years. All GCSE subjects usually see overall positive value added achieved. Over a quarter of our Year 13 leavers move on to undergraduate courses at QS World Top 50 universities, with UCL, KCL, Manchester, Exeter and Bath tending to be the most popular destinations.

A major feature of the School is the huge diversity of the extra-curricular activities on offer to pupils. Preparatory children have access to state of the art sports facilities and teams expect to be nationally competitive in all major team sports. It is expected that all staff will contribute in some way to this side of School life. Opportunities also exist for involvement in extra-curricular cultural, dramatic and intellectual pursuits. The Prep School works a six-day week, with Saturdays given to sports and other activities. Pastorally, the Prep School is based on form groups, but House competitions and, in particular, the boarding House, also play key roles in the life of the School. Involvement with the boarding life of the School is encouraged and all staff work one Sunday per academic year.



JOB DESCRIPTION

SPECIFIC RESPONSIBILITIES

- To deliver engaging and effective lessons across the breadth of curriculum offered within the Junior Department
- To utilise ICT as an effective tool to aid teaching and other classroom resources as appropriate.
- Contribute to the completion of weekly plans and teaching resources within the department, shared at department meetings or otherwise, taking the lead in subject areas as agreed.
- Provide pupils with constructive feedback on their progress, achievement and attainment with classwork and prep, according to department guidelines.
- When required, be responsible for the management and support of Learning Support Assistants and/or Teaching Assistants that are assigned to you, working with the SEND department
- Assess and track the development, progress and attainment of pupils.
- Ensure the efficient administration of a programme of pupil feedback.
- Ensure that accurate and up-to-date records of pupil progress are kept within the department.
- Reflect on feedback given and use assessment information to deliver lessons that meet pupil needs in terms of challenge, relevance, continuity and progression.
- Attend all appropriate meetings.
- Carry out all duties and responsibilities in accordance with school policies, procedures and statutory health and safety requirements.
- Play a full part in the life of the school community, to support the school aims and to encourage staff and pupils to follow this example.
- Adhere to the National Standards for Teachers.
- Engage with research and/or literature around teaching and learning and to implement this in lessons.
- Keep abreast of current developments in educational theory and how it applies to the best delivery of the subject.
- Lead lessons for others to observe.
- Assist the Head of Department as required.
- Attend regular and appropriate INSET and CPD.
- Support the preparation of activities for Open Days

GENERAL RESPONSIBILITIES

- To be committed to safeguarding and promoting the welfare of young people, to undertake regular child protection and safeguarding training, and be effective in following whole school safeguarding procedures and practices thereby ensuring pupil welfare is given the highest priority.
- To be a Form / Class Teacher.
- To carry out registration in line with school policy, monitoring pupil attendance within form, as appropriate.
- To be efficient and effective in carrying out administrative duties which are necessary within school.
- To actively participate in maintaining and raising the standards of the pupils with regard to teaching methods, schemes of work, methods of assessment and discipline.
- To promote positive pupil behaviour in line with the school's policy, leading by example at all times.
- To keep full and up-to-date records where the progress of all pupils can be monitored (SEND, EAL, gender & more able).
- To write subject and pastoral reports in line with the School's reporting schedule.
- To maintain displays of pupils' work and subject resources in the classroom.
- To attend parents' consultations in their role as class teacher.
- To participate in INSET provided by the School during the period of employment and to seek other PPD opportunities.
- To participate in the school's cycle of performance review / appraisal.
- To attend, and take part in, school and year group assemblies, staff meetings and departmental meetings.
- To be involved in Open Mornings, entrance testing and Induction mornings.
- To make an active contribution to whole school events.
- To support and participate in the Sunday staffing rota of the boarding house (one Sunday per academic year).

CANDIDATE PROFILE

ESSENTIAL DESIRABLE

Degree level qualification		*
Teaching qualification/QTS	*	
Ability to teach inspirational and outstanding lessons		*
A willingness to participate in all aspects of School life	*	
A colleague's colleague; someone who values their colleagues and is valued by their colleagues	*	
A pupil focussed teacher who recognises that individual pupils have individual needs	*	
An understanding of the Prep School model and the unique challenges that are faced at different ages and stages by pupils		*
A positive outlook towards educational values and progress	*	
Commitment to safeguarding and promoting the welfare of young people	*	

HOW TO APPLY

Interested applicants are invited to contact Mrs Rachael Ivison, Head of Junior Department by email to: rivison@bromsgrove-school.co.uk for an informal discussion about the role.

Visits to the School prior to application / interview are welcome.

Please complete the online Application Form.

Closing date for all applications is **23rd March 2026**, with interviews being held shortly after this.

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.

