



# Junior School Teacher Candidate Brief


# A Message from the Principal

**W**e are a 3-18 non-denominational Christian independent school welcoming pupils of all faiths and none. We have a family atmosphere, high expectations of our pupils, and a strong and supportive ethos.

In addition to being committed to excellence in the academic development of our pupils, we also ensure first-rate, individual pastoral care and life-affirming extra-curricular experiences. We encourage pupils to develop their existing strengths and talents and to always do their best while trying something different.

There is a wealth of superb opportunities at Hamilton College, and we want to draw the best from every child. Our holistic, educational experience encourages pupils to become well-rounded citizens, who know they are part of a wider local, national and international community. We teach the person, not just the subject.

When you visit us, you will meet pleasant, polite children and young people who work together in the same building, and who want to do well and to look out for one another. We look forward to giving you the warmest of welcomes.



Principal



# Our School

**H**amilton College is a co-educational, non-denominational Christian independent school for children and young people aged 3-18, incorporating our Nursery, Junior and Senior Schools.

## Our Campus

We are located on the outskirts of Hamilton, close to the M74, in 17 acres of grounds. The school benefits from stunning views over Hamilton Park Racecourse to Strathclyde Country Park. A scenic setting, but a stone's throw from all the facilities of the biggest city in Scotland.

Our pupils come from a wide area and travel to school by car, public transport or one of the school's own bus services (covering North and South Lanarkshire as well as parts of Glasgow).

## Facilities

Our sporting, musical and community facilities are extensive and are used throughout the school by all pupils.

Teaching facilities include well-equipped science laboratories, computer rooms, a technology room, practical areas for music, a well-resourced library, studios for art and design and a photography dark room. Our Nursery enjoys bright playrooms and a Nursery garden. Our Assembly Hall is frequently used for whole school assemblies, concerts and events.

Onsite sports facilities include playing fields, an all weather pitch, two

gymnasia, a cardio suite and weights room, a sports hall and a 25m indoor heated swimming pool.

Our dining hall provides a bright setting in which to enjoy tasty, healthy meals whilst enjoying wonderful views.

## Our Staff

We have experienced and fully qualified teaching staff who bring a passion for learning and teaching into their classrooms. Our staff go the extra mile to provide a stimulating, caring and supportive atmosphere for our children and young people.



# Our Ethos



Christian values underpin everything we aim to do in the school.

**GRACE • CONFIDENCE • WISDOM  
INNOVATION • COMPASSION • REFLECTION**

## **Grace**

We aim to be humble, generous, and polite. To give willingly without expecting anything in return. To be aware of the consequences of our actions. To trust and forgive, valuing friendship and service.

## **Confidence**

We aim to be determined. To always do our best and celebrate achievements. To develop our communication skills so that we can express ourselves clearly and articulately. To work well independently and as part of a group.

## **Wisdom**

We aim to make responsible decisions founded on sound knowledge, considered understanding, and informed evaluation. To be balanced, expressing our views assuredly, while respecting other beliefs and opinions.

## **Innovation**

We aim to ask difficult questions and try new things. To dare to be different. To find joy in our learning, and to inspire others. To keep trying when things get tough and to work hard, actively seeking help when we need it.

## **Compassion**

We aim to be caring, empathetic and respectful. To be a welcoming and supportive family which contributes to local, national and international communities. To be principled, honest, and fair.

## **Reflection**

We aim to consider our strengths with self-awareness, while learning from our mistakes. To know ourselves, considering our relationship with God and with the wider world. To listen, think, and use our experiences to advise and support others.



*The Mission of Hamilton College, based on Christian values, is to develop confident, tolerant, enthusiastic young people who are ready to influence the world, having attended a beacon of educational excellence.*

# Beyond the Curriculum

**O**ur extra-curricular activities programme reflects the broad-ranging interests of our pupils. We encourage our children and young people to try new activities and develop their skills. Extra-curricular pursuits help pupils to develop shared interests with like-minded people.

A range of creative activities allow children and young people to enjoy various artistic pursuits. Music, Speech & Drama, dance, film club, photography, arts and crafts and creative writing all encourage pupils to develop their gifts and talents in these areas during and outwith classes.

Enterprise activities across the school allow the development of entrepreneurial skills, encouraging problem-solving skills to design and create products and services for our community.

Our excellent onsite sports facilities provide our young people with the opportunity to develop their skills in Gymnastics, Hockey, Netball, Rugby, Athletics, Badminton, Cross-country, Football, Swimming and Tennis.

In keeping with the school's ethos there are a number of clubs where children and young people can further explore their Christian faith, including our own Girls' Brigade Company.

## Educational and Residential Visits

All of our children and young people from Nursery to S6 are able to go on a variety of educational visits based on specific subjects and topics to bring the learning experience to life.

*Pupils enjoy new experiences, build confidence, discover hidden talents and challenge themselves.*

## The Duke of Edinburgh's Award Scheme

The DofE Award Scheme is available at Bronze, Silver and Gold. The scheme provides young people with excellent team and leadership skills and participation levels at Hamilton College are high.

Participants enjoy new experiences, building confidence, whilst discovering hidden talents and challenging themselves by choosing and completing their own programme of award activity across four sections: Volunteering, Physical, Skills and Expedition.

# Our High Standards

## Academic

We are very proud of our academic standards and our pupils perform consistently and significantly above national averages at all levels throughout the school. In the Junior School, pupils' progress exceeds national expectations at each stage and in the Senior School, our SQA results regularly show that we add significant value to our pupils' educational progress.

## Uniform

We insist on high standards in all areas of school life, including pupils' appearance and school uniform. A smart and tidy uniform helps us to instil pride in the school and Our Ethos, promote a positive work ethic, support positive behaviour, maintain good discipline, and foster a spirit of partnership among pupils, as well as contributing to school security and personal safety.

Details of current uniform can be found on our website.

## Behaviour

We expect pupils to respect the school, each other and themselves and treat others in the way they would like to be treated.

Respecting the Whole School Behaviour Code helps to create a safe, pleasant learning environment where each pupil can achieve their best and fulfil their God-given potential.

In partnership with parents we are proactive and preventative in our zero-tolerance approach to bullying.

## Student Councils

There are Student Councils in Junior School and Senior School with each class having its own Student Council Representatives who are voted for by their peers. Monthly Student Council meetings, providing feedback to the Senior Leadership Team on issues concerning pupils, help to ensure the Pupil Voice is heard.



# Our Nursery

The Nursery is an integral part of Hamilton College, offering children the unique experience of being part of a wider school community.

The joy for learning begins in our Nursery with stimulating, meaningful and challenging experiences within a safe and nurturing environment.


Our indoor and outdoor play areas, as well as the school's other facilities provide different contexts for learning. As well as free play sessions and adult initiated activities, children also enjoy specialist teaching in Music, PE and Gymnastics. Swimming and Speech & Drama lessons are also an option. These specialist teachers help with transition into our Junior School, through their regular contact with our Nursery.

We view partnership with parents as essential to a child's learning and development.

The Nursery is open from 8am-6pm daily throughout term time. Children can attend flexibly for half or full day sessions where healthy snacks and lunches are provided by the school.



# Our Junior School



In the Junior School, we provide a safe, happy and stimulating learning environment where every child is nurtured and encouraged. Children enjoy a broad, balanced and inspiring curriculum which focuses on Literacy, Numeracy, Health and Wellbeing, Sciences, Social Studies, Religious Education, Expressive Arts and Technologies.

For every child, pastoral and curricular matters are overseen by our dedicated class teachers, and by the Head of J1-4 and Head of J5-7.

Early years in Junior School continue the excellent work of our Nursery, learning through play to develop enquiring minds. Learning is child-centered, active, engaging and meaningful. Children grow in confidence and enthusiasm as they progress, and are encouraged to take responsibility for their learning and respect others.

Boys and girls benefit from specialist teaching in PE and Music from J1 to J7 and from J4 also receive specialist teaching in French. Specialists in German, Maths and Literacy also support the curriculum in J6 and J7. Our extra-curricular programme aims to offer something for everyone from chess, debating and choir to dance, art and a wide range of sports activities.

Pupil Voice is important, and children contribute to committees such as our Pupil Council. Children also live out Our Ethos by being a J1 Buddy, a mentor or class helper, and by contributing to school assemblies.

# Our Pastoral Care

**H**appy pupils are more likely to learn successfully: from experience, we know that the academic feeds the pastoral, and the pastoral feeds the academic.

The best support for pupils involves them working in partnership with their parents and staff.



For each child, the Pastoral Care link tends to be the member of staff who knows them best. For younger children this is usually their Nursery or Junior School teacher. In the Senior School, the first point of contact is the Form Tutor. Our Heads of House encourage, help and guide, taking a key role in ensuring that pupils are safe, happy and learning.

Where a pupil has a particular learning need, Pupil Support (Learning) staff work in partnership with parents, pupils, teachers, and where appropriate, specialist services to help them overcome any barriers to learning.

# Job Description - Junior School Teacher

We seek an enthusiastic and dynamic teacher to join our Junior School.

1. To make an effective contribution towards meeting the aims of Hamilton College.

## Learning

2. To provide a range of consistently well-planned, stimulating lessons which engage all pupils and which help them to achieve the highest possible standards of attainment.

## Courses of Study

3. To provide effective coverage of the curriculum as advised by the Head of Department or Head of Junior School.

## Teaching

4. To provide and promote effective teaching approaches.

## Learning Support

5. To provide and promote challenge and support in learning well suited to pupils' individual abilities and needs, working as appropriate with the Pupil Support (Learning) Department.

## Assessing Pupils' Attainment

6. To participate in the departmental programme for assessing, recording and reporting pupils' progress and attainment in line with our assessment procedures and policies.

## Quality Assurance

7. To participate in Junior School and whole-school approaches to systematic self-evaluation and quality improvement as required by the Head of Junior School.

## Responsiveness

8. To contribute to departmental and/or whole-school development working groups and projects and undertakes any other duties reasonably as required.

## Accountability

9. To be accountable to the Head of Junior School or Principal for the performance of main duties and objectives.

## Reporting

10. To make reports on any aspect of the work as requested by and advise him/her about requirements, successes and concerns associated with main duties and objectives.

## Extra-Curricular activities

11. Contribute to the extra-curricular life of the College.



# Specific Objectives

## Health and Safety

1. To take all reasonable steps to exercise a duty of care and ensure the safety and welfare of pupils and staff.
2. To undertake pastoral work as requested.
3. To take all reasonable steps to protect and maintain the fabric of the College buildings and the College estate.

## Departmental and College Profiles

4. To promote a positive, high profile for the department and the College with pupils, staff, the Staff Council, parents other schools and key support agencies.

## Classroom Ethos

5. To maintain a purposeful but relaxed classroom atmosphere within which all pupils feel valued and where effective learning can take place.

## Learning and Teaching

6. To provide teaching that is marked by high, but realistic, expectations and which promotes a joy in learning that forms a sound foundation for pupils' continuing achievement in later life.
7. To provide challenge and support in learning that are well suited to pupils' individual abilities and needs.
8. To make good use of all available accommodation, resources and facilities, including ICT.
9. If applicable, to work closely with job share partner ensuring continuity in learning across the changeover days.

## Professional Review

10. To undertake a programme of professional development as agreed with Line manager.

## Resources

11. To make effective use of the accommodation, resources and facilities within the College.

## Administration

To contribute to the administration of the Junior School as requested.



# How to Apply

## Junior School Teacher

This position is suitable for experienced teachers who are GTCs registered, or eligible to do so. Membership of the Protection of Vulnerable Groups Scheme will be required.

Candidates invited to interview will be expected to display their abilities within a classroom setting and will be asked to teach a lesson as part of the interview process. Details of this will be given following successful application.



If you are an inspirational Junior School teacher you may apply for this position by sending a completed application form, together with a covering letter of application addressed to Mr John J. Taylor, Principal, with details of relevant skills, experiences and aptitudes and explaining reasons for applying, to Mrs Lorraine Logan, PA to the Principal, on [hcapplications@hamiltoncollege.co.uk](mailto:hcapplications@hamiltoncollege.co.uk).

Candidates may also attach a Curriculum Vitae if they wish to do so, but this is not essential.

**Closing date for applications: Monday 13 June 2016, 12 noon.**