



April 2017

**Teacher of P2** (to cover a career break)

Thank you for your interest in the above post at Strathearn, which was recently advertised. This is a full time temporary position to provide cover from 1 September 2017 to 30 June 2018. However, if necessary, this contract may be reduced or extended for any valid reason.

The information given below is our proposed schedule for the appointment.

**Applications:** the closing date is 12 noon on Thursday 11 May 2017.

- Essential Criteria:**
1. Recognised to teach by the Department of Education for Northern Ireland.
  2. Ability to secure, sustain and evaluate effective teaching and learning.
  3. Clear understanding of the academic and pastoral needs of pupils and a commitment to help them to fulfil their potential.
  4. Ability to work as an enthusiastic member of a team and to gain the confidence of pupils, colleagues and parents.
  5. The personal qualities and professional attributes associated with an effective teacher.
  6. Good oral and written communication skills.
  7. Good attendance record.

**Desirable:**

1. Have experience of teaching at Foundation Stage or Key Stage 1 (other than teaching practice)
2. Hold a specialism in Foundation Stage or Key Stage 1 through qualification or training.

Any of the above criteria may be enhanced to produce a manageable shortlist.

On taking up this post the successful applicant must be a registered teacher with the General Teaching Council for Northern Ireland.

**Commencement of service:** This post is tenable from 1 September 2017.

I hope you will find this information helpful.

Thank you for your interest in Strathearn.

## Information for Applications for the post of Temporary P2 Teacher in Preparatory Department

Principal	Mrs Nicola Connery
Head of Prep. Department	Mrs Barbara Mawhinney
School enrolment	142
Teaching staff FTE	7 full time + 2 part-time

**Strathearn school** is one of the top girls' grammar schools in Northern Ireland. Its Preparatory Department (Penrhyn) is situated at the junction of Belmont Church Road and Sydenham Avenue, on the outskirts of Belfast. The school comprises two houses, and one mobile classroom, set in attractively laid-out gardens which provide play and activity areas for the pupils. There is also a hard-surfaced playground.

There is accommodation for seven form classes, as well as smaller classrooms for group activities, a gymnasium/Assembly Hall, a library, a computer suite, individual music tuition rooms and a TV room. Sited within easy walking distance of Senior Department, the girls enjoy the facilities of the grammar school. Pupils make full use of the hockey pitches, the athletics track and the tennis courts, whilst the Strathearn Assembly Hall and stage can be used for Penrhyn concerts and entertainment.

Penrhyn has a team of experienced and committed teachers, each of whom has a specialist subject. This professional expertise is used and timetabled wherever possible, to the best advantage of the pupils throughout the school - in the delivery of the curriculum for Information and Communication Technology, Music and Art for example. There is a very favourable teacher-pupil ratio with a maximum class size of 26. Penrhyn continues to be a popular choice for parents who appreciate the very high standard of education and the enriching experiences afforded their daughters.

In Years 1 to 3, an integrated approach to the curriculum is widely used, with many subjects being taught through the medium of structured play. From Year 4 upwards, individual subjects are more discretely identifiable and are timetabled as such. A specialist teacher delivers the curriculum for Physical Education [Years 4 to 7].

Music and drama are very important elements in the lives of Penrhyn pupils, both through the taught curricular and extra-curricular activities. Every pupil in the school looks forward to being involved in a school musical production, Year 1 to 4 girls taking part in a Christmas entertainment, and Year 5 to 7 girls in a spring production.

## Child Protection

Strathearn treats with the utmost seriousness its responsibility to protect its pupils by preventing unsuitable people from working with them in paid or voluntary positions. Posts involving work with children and young people in educational institutions are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007.

The process whereby applicants are vetted for employment is set out by AccessNI as an Enhanced Disclosure; see [www.nidirect.gov.uk/accessni](http://www.nidirect.gov.uk/accessni) Hence, applicants should be aware that any offer of employment will only be confirmed when the Principal has:

- received two written satisfactory references, one of which must be from the most recent employer;
- verified proof of identity as specified by AccessNI;
- received an Enhanced Disclosure Certificate from AccessNI confirming the eligibility of the applicant to work in the School;
- viewed originals of qualifications recorded on the application form.

AccessNI regulations do not allow for individuals to apply directly to AccessNI for an Enhanced Disclosure Certificate therefore the application will be made through Strathearn School.

## Process

Applicants called for interview will be required to bring with them

- photographic proof of identity.

When an offer of employment is made, the preferred applicant will be required to:

- complete an AccessNI application by the following process
  - register with AccessNI for an Enhanced Disclosure Certificate and complete the 'Pin Notification and ID Validation Form' as provided by the School
  - complete the AccessNI document 'Appendix C' as provided by the School
  - return these two documents to the School and produce for the Principal valid identification documents as specified in the application
  - enclose a cheque for £33 made payable to Strathearn School
  - furnish the Principal with a copy of the return from AccessNI;
- complete a 'Health Declaration' questionnaire which you should complete and return and
- let the Principal view originals of qualifications recorded on the Employment application form.

The appointment will only be confirmed after all pre-employment checks have been completed satisfactorily.

## General Information

The school offers a wide range of extra-curricular activities, and the contribution of staff to this programme is greatly valued.

Strathearn is a voluntary grammar school for girls, managed by its Board of Governors in accordance with the scheme of management drawn up by the Governors and approved by the Department of Education (NI).