Feltonfleet

VACANCY FOR

Year 2 Class Teacher

Fixed Term contract (maternity cover)

JANUARY 2027



THE SCHOOL

Our core belief, that individuals really matter, shapes our values driven ethos of honesty, responsibility, respect and kindness.

Our key aims are:

- To provide an outstanding all round education at each stage of the 3-13 embracing diversity and promoting a culture of equity and inclusion.
- To ensure that every child is nurtured, supported and challenged, relative to their ability, to make excellent personal and academic progress.
- To provide an exceptional pastoral care framework to ensure every child has dignity, purpose and opportunity.
- To empower children to reach Destination 13 as well-rounded individuals and equipped to make a long lasting contributions within their community and beyond.
- To create and invest in an optimal school environment so every child can excel on their journey.

Feltonfleet is a thriving, co-educational day and weekly/flexi-boarding Pre-Prep and Prep school located near the A3 in Cobham, Surrey. Our pupil roll stands steadily each year at around 400. The School is set in 25 acres of grounds and woodlands, and presents a marvellous and inspiring working environment.

Following Shelley Lance's successful tenure, Oliver Barrett will join as Feltonfleet Head in January 2027, with Elizabeth Sieczko serving as Interim Head until then. The school has charitable status and there is a board of Governors.

There are 60 full time teaching staff and a large support team. All members of staff are expected to demonstrate a positive work ethic alongside a spirit of collaboration and mutual support for one another.

Approximately 50 pupils are weekly or flexi boarders. We follow a Monday to Friday routine, with sport matches for Prep school pupils on Saturday mornings.

After an excellent ISI inspection in May 2026, we move forward with excellence as our habit.

Creativity, individuality, critical thinking, resilience, learning from mistakes and instilling a life-long passion for learning are the heart of our approach.

The school provides an excellent framework for professional development with an extensive INSET programme and training. Staff are well supported through an appraisal system which encourages colleagues to seek appropriate courses with a view to constantly raise standards. Feltonfleet is a leading light in its use of digital technology in the classroom with iPads and Google Docs. Teaching staff are supported to gain Apple Teacher status as part of their CPD.

Feltonfleet recently announced its partnership with Reed's School and Ripley Court School to create the Reed's Schools Charitable Trust, establishing a seamless, co-educational pathway for families from the age of three through to A Level. The merged Trust will comprise three outstanding schools: Reed's School (ages 11-18), Feltonfleet (ages 3–13), and Ripley Court (ages 3–11).

All three schools share a common vision and ethos placing the child at the heart of education, with a focus on character, integrity, compassion, responsibility, inclusion and service.



WHY FELTONFLEET ?

Benefits

- Pension scheme and associated benefits provided by Royal London
- Training and development support
- Discounted school fees
- On-site parking
- Complimentary lunch on site during term time
- Use of school swimming pool
- Annual flu jabs

School life

Feltonfleet provides a thriving school community both for pupils and staff, something that is echoed daily in our core belief 'Where individuals really matter'.

The facilities and grounds at Feltonfleet provide top class learning environments with bespoke settings for a range of specialist teaching including our Pre-Prep, science laboratories, DT, art and outstanding sporting facilities.

Feltonfleet is committed to providing development opportunities to all staff members through formal and informal training. We encourage and endeavour to provide staff with relevant support to grow within their role to ensure all staff fulfil their full potential while at Feltonfleet.



THE ROLE

Job title: Year 2 Class Teacher

Reporting to	Head of Pre-prep
Hours	Full time term time only
Salary	Salary will depend on experience.
Contract End Date	2nd July 2027
Closing Date	Friday 6th November 2026
Interviews	Week commencing 9th November 2026

Role Overview

To provide high-quality teaching and learning for pupils in Year 2, creating a positive, stimulating and inclusive classroom environment in which every child is supported to achieve their potential academically, socially and emotionally.

The postholder will be responsible for planning and delivering engaging lessons, assessing and monitoring pupil progress, and providing appropriate support and challenge to meet the needs of all learners. They will work collaboratively with colleagues across Pre-Prep to ensure continuity of learning and contribute to the wider life of the school.

The successful candidate will demonstrate a warm, nurturing and professional approach, with a strong understanding of the needs of young children and a commitment to their educational, personal and pastoral development.



ROLE SPECIFICATION

Key Responsibilities

Teaching & Learning

- Plan, prepare and deliver engaging, well-structured lessons in line with the school's curriculum, policies and teaching expectations.
- Ensure teaching is appropriately differentiated to meet the needs of pupils with a range of abilities, learning styles and additional needs.
- Create a positive, inclusive and stimulating classroom environment that promotes curiosity, independence, confidence and a love of learning.
- Establish clear expectations for behaviour, effort and classroom routines, encouraging pupils to develop positive learning habits and respect for others.
- Use a range of teaching strategies and resources to support pupils' understanding, engagement and progress.
- Promote pupils' communication, literacy, numeracy, creativity and wider development.
- Encourage pupils to take increasing responsibility for their learning and develop the skills needed for a successful transition to Year 3.

Assessment & Planning

- Monitor, assess and record pupils' progress in accordance with school procedures.
- Use assessment information to inform planning, identify gaps in learning and provide appropriate intervention, support or extension.
- Maintain accurate records of attainment, progress and relevant pupil information.
- Identify pupils who may require additional support or greater challenge and work with colleagues to ensure their needs are met.
- Contribute to the preparation of reports and communicate pupils' progress and achievements to parents and colleagues.
- Participate in relevant assessment, moderation and curriculum review activities.

Inclusion & Learning Support

- Ensure all pupils feel valued, included and able to participate fully in classroom learning.
- Adapt teaching and learning activities to support pupils with SEND, English as an additional language and other individual learning needs, where applicable.
- Work closely with teaching assistants, Learning Enrichment team and other relevant colleagues to implement appropriate strategies and support plans.
- Promote pupils' independence and confidence while providing support that enables them to make progress.
- Maintain awareness of individual pupils' academic, social, emotional and pastoral needs, seeking advice or support when appropriate.

Pastoral Care & Behaviour

- Develop positive, respectful relationships with pupils and promote their wellbeing, confidence and self-esteem.
- Support pupils' social and emotional development, helping them develop resilience, independence and positive relationships with others.
- Apply the school's behaviour, rewards and sanctions policies consistently and fairly.
- Respond sensitively and appropriately to pupils' concerns and ensure that any welfare or safeguarding concerns are reported promptly through the school's procedures.
- Promote the school's values and expectations, contributing to a safe, caring and supportive environment.

ROLE SPECIFICATION

Communication & Teamwork

- Work collaboratively with the Head of Pre-Prep, Year 2 colleagues, teaching assistants and the wider teaching team.
- Communicate professionally and constructively with parents about pupils' learning, progress and wellbeing.
- Attend staff meetings, parent consultations, planning meetings and other relevant school events.
- Contribute to curriculum planning and the sharing of good practice across Pre-Prep.
- Ensure appropriate handover and record-keeping to support continuity of learning and pupil care.
- Maintain confidentiality and handle sensitive information appropriately.

Safeguarding & Professional Responsibilities

- Promote and safeguard the welfare of all pupils and act in accordance with the school's safeguarding and child protection policies and procedures.
- Maintain appropriate professional boundaries with pupils, parents and colleagues.
- Complete all required safeguarding training and comply with the school's safer working practices.
- Report any safeguarding concerns, allegations or disclosures promptly to the Designated Safeguarding Lead or in accordance with school procedures.
- Comply with the school's policies, including those relating to health and safety, behaviour, equality, inclusion, data protection and confidentiality.
- Take responsibility for maintaining high professional standards and contributing to a culture in which children's safety and wellbeing are paramount.

Wider School Responsibilities

- Contribute positively to the wider life of Feltonfleet School, including relevant school events, activities and enrichment opportunities.
- Undertake appropriate duties, including supervision of pupils, in accordance with school arrangements.
- Maintain a tidy, well-organised and safe classroom environment, ensuring resources are used appropriately.
- Keep up to date with relevant professional development, school policies and current educational practice.
- Carry out any other reasonable duties appropriate to the role, as requested by the Head of Pre-Prep or another member of the Senior Leadership Team.



PERSON SPECIFICATION

Essential

- Qualified Teacher Status (QTS).
- Experience of teaching primary-aged children, ideally within Key Stage 1.
- A sound understanding of the Year 2 curriculum and the educational and developmental needs of pupils at this stage.
- The ability to plan and deliver engaging lessons that support progress and achievement.
- An understanding of assessment and how to use it to inform teaching and learning.
- The ability to adapt teaching to meet the needs of pupils with differing abilities and learning needs.
- Strong classroom management skills and the ability to establish positive relationships with pupils.
- A warm, patient and nurturing approach, with high expectations for pupils' learning, behaviour and personal development.
- Effective communication and interpersonal skills, including the ability to work collaboratively with colleagues and communicate professionally with parents.
- Good organisational skills, including the ability to manage planning, assessment and record-keeping effectively.
- A commitment to safeguarding, pupil welfare and inclusive practice.
- A flexible, proactive and professional approach, with a willingness to contribute to the wider life of the school.

Desirable

- Experience of teaching Year 2 or preparing pupils for the transition from Key Stage 1 to Key Stage 2.
- Experience of working with pupils with SEND and adapting teaching to meet individual needs.
- Experience of working effectively with teaching assistants and learning support staff.
- Experience of using assessment information to identify learning needs and plan appropriate interventions.
- Experience of working in an independent school or a similar educational setting.
- An interest in contributing to enrichment activities and the wider curriculum.



This job description is intended to outline the main duties and responsibilities of the role. It is not exhaustive, and the postholder may be required to undertake other reasonable duties appropriate to the position.

YOUR APPLICATION

Please ensure you read the job information pack carefully, as well as the relevant policies on our website. Applicants are asked to complete the downloadable or online application form available on our website.

The application form is available in a Microsoft Word read/write format or the PDF may be printed and completed by hand.

You should provide a covering letter in support of your application addressed to the headmistress, Mrs Elizabeth Sieczko. Please note: applications should be submitted by email and sent to hr@feltonfleet.co.uk

Documents must either be in Microsoft Word or PDF format as we are not able to accept any other type of file. All applications will be acknowledged by email within one working day of receipt.

Please contact Human Resources on 01932 862264 should you have any questions or if you have not received an acknowledgement.

Please note that we reserve the right to conduct interviews prior to the closing date. Feltonfleet School and its staff are committed to safeguarding the welfare of children. To support this commitment, successful applicants will be required to undergo screening appropriate to the post, including checks with past employers, the Disclosure and Barring Service and social media checks.

It is an offence for any person barred from working with children to apply for this post. References may be taken up at any stage during the recruitment process.





Feltonfleet School is committed to safeguarding and the welfare of children and expects the same from its employees.

All new employees will be subject to an enhanced DBS clearance, checks of identity, qualifications and employment history, including exploring any gaps in employment and two satisfactory references.

Feltonfleet is an equal opportunities employer.

THANK YOU FOR YOUR INTEREST

If you would like any further information or an application form,
please contact hr@feltonfleet.co.uk or visit our website at www.feltonfleet.co.uk

Feltonfleet

PREPARATORY SCHOOL

WHERE INDIVIDUALS REALLY MATTER