



Marjory Kinnon School

# Class Teacher Appointment Details

April 2025



**Be Awesome. Be You. Teach SEND.**



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## A Welcome from our School Community

### Our Pupils

Do you understand that everyone is different and that's great? Do you want to interact with amazing young people every day? Can you show kindness and respect to everyone, be tolerant and persevere even when things get tough?

We are looking for supportive, caring and kind people who understand our needs to come and join the fantastic team at Marjory Kinnon School. We like having teachers who believe in making learning fun, give us exciting opportunities and help us to grow. Patience and empathy are qualities we like in the adults who work with us. If you work here, you must be ready to learn, always show respect and keep us safe. We like to learn from interesting people who will nurture, challenge and inspire us. If you work at MKS, you will meet new people who will always put a smile on your face. Don't be nervous – there is always someone here to help you.

It does not matter who you are or where you are from, as long as you are passionate, hard-working and will listen to us we would love to get to have you at Marjory Kinnon School.

Written with contributions from our secondary pupils

### Our Chair

Thank you for your interest in joining Marjory Kinnon School. Our school is a lively, modern and constantly-changing place, where our diverse staff continually nurture, challenge and inspire each and every one of our children to realise their full potential.

People with skill, creativity and passion who join us to make a difference to the lives of our amazing children and their families are welcome; here they will find a highly professional, supportive and progressive learning environment that will challenge them, and reward them with unique opportunities for personal growth and fulfilment.

Tom Gardner

### Our Headteacher

At Marjory Kinnon we believe everyone has something unique to offer and we commit to providing opportunities for all staff to learn and grow. We invest heavily in staff training and career progression at all levels.

We want every employee to feel valued within a warm, caring atmosphere with kindness and respect as our core values. If you want a challenge and an opportunity to make a difference to the most vulnerable children and families then we are the place for you. No day is ever the same and every day will give you a purpose to be proud of.

Tracy Meredith



## Our What. Our How. Our Why.

### Our Mission

We believe that through our learning, work and play we can nurture, challenge and inspire each other to achieve our full potential. As a new and expanding purpose built SEND school, we have fantastic opportunities for people to use their knowledge to teach, their passion to change lives and their enthusiasm to inspire.

### Our Vision

Every pupil will learn the skills and develop the confidence needed to become a valued integrated and independent member of their community.

### Our Values

**Kindness** – We aim to be kind to everyone.

**Perseverance** – We keep trying until we succeed.

**Tolerance** – We value and celebrate differences in each other.

**Respect** – We are respectful and responsible in everything we do.

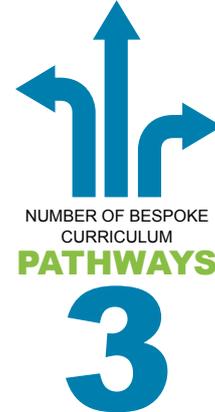
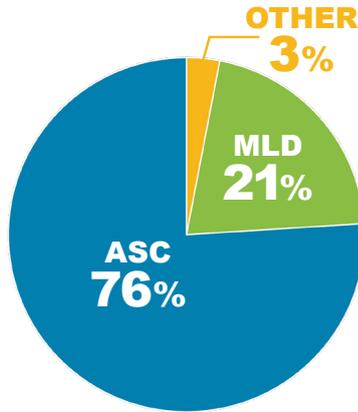
Marjory Kinnon School is one of the country's largest SEND schools. Since having moved into a new purpose built school building in 2018 the school has doubled in size. A well performing school, MKS provides education to more than 300 pupils between the age of 4 and 16, many of whom have ASC as their primary diagnosed need.

We are a multi-disciplinary team of dedicated, knowledgeable and creative professionals, over 200 in number, working collaboratively to effectively support every single child in the way they need. Our vision is that every pupil leaves our school having learnt the skills and developed the confidence needed to become a valued, integrated and independent member of their community. We are always keen to hear from other professionals who have a desire to work in a SEND setting. Please do get in touch if you would like to come and have a look or just want to find out more about us.



## MKS at a Glance

The primary diagnosed needs of our pupils



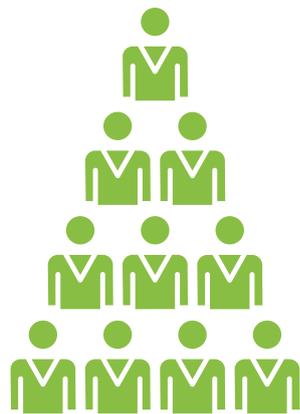
**315**  NUMBER OF PUPILS

PRIMARY 185    SECONDARY 130

NUMBER OF LANGUAGES SPOKEN IN OUR SCHOOL COMMUNITY

**27**

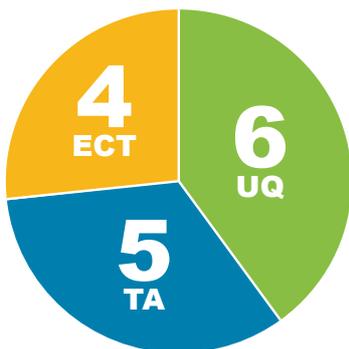
**43%** of FSM eligible pupils



Number of team members

# 223

Teachers	Education Support	Business Support
<b>65</b>	<b>113</b>	<b>45</b>



**15** Colleagues on their journey to QTS



Size of school budget

# £10.3m



## Staff Benefits

**It's not just a job, it's a career – the benefits we offer you:**

- A well-resourced, enjoyable and caring working environment.
- Competitive salaries and pay progression – as a growing school there will be a number of opportunities over the next few years for staff that wish to progress.
- Generous annual leave entitlements for all year round support staff, starting from 23 days and rising to 31 days after the completion of 5 years' service.
- Christmas closure – 3 additional days off between Christmas and New Year.
- A commitment to staff wellbeing, including access to Occupational Health and an Employee Assistance Programme (counselling, information and support), a wellbeing week every half term and the offer of an annual flu vaccination.
- Extensive CPD training which provides a range of tailored and bespoke CPD opportunities to all.
- An in-house Professional Development Centre.
- A supportive leadership team who are engaged in your professional development and success.
- All non-teaching staff have access to the generous Local Government Pension Scheme. All teaching staff have access to the Teacher's Pension Scheme.
- Excellent transport links with Hatton Cross Station and Feltham Station close by.
- Tax Free Childcare (TFC) scheme to help working parents with the cost of childcare.
- Free on-site car parking and electric charging points.

## Things that help make us different

- We recognise the individuality of pupils with ASC and complex needs, having 3 pathways to personalise the curriculum to meet their learning needs.
- All staff are trained in specific techniques for working with ASC pupils such as TEEACH.
- We run SCERTs as a basis for working with ASC pupils and this is complimented by our THRIVE approach.
- A full induction programme delivers training on ASC pupils to all new staff.
- 'Marjory Kinnon's got talent' has got to be seen, it allows all our pupils showcase their talents and interests and is fully inclusive.
- A bespoke assessment system to assess progress of all our pupils.
- Well-resourced sensory room.
- Well-resourced equipment for individual classes.
- High ratio of adult to pupils in classes.





## About the Role

### Job Summary

- Post Title:** Class Teacher.
- Responsible to:** Head of Department.
- Contract Type:** Permanent. Full Time (Term Time Only), Part-Time applications will be considered in line with the needs of the school.
- Salary:** MPS or UPS + SEN points (depending on experience).
- Contractual Hours:** 32.5 Full Time (unless alternative arrangement has been agreed with Headteacher).
- Line Management:** Teaching Assistants.

### Job Purpose

The post holder will:

- Deliver personalised programmes of learning that ensures the highest levels of progress for pupils.
- Monitor and evaluate pupil progress and make adjustments to programmes of learning in response to the outcomes.
- Lead, and effectively deploy adults within the class team, in order to impact on pupil progress.
- Ensure the safeguarding, safety and well-being of the pupils.





## Job Description

### Academic

- Planning and delivering engaging lessons with appropriate adaptations to facilitate learning and progress for our pupils.
- Planning and assessing the curriculum delivery for each individual in the class group, including personalised learning programmes for individual pupils based on their EHCP and annual review targets.
- Motivating pupils to engage in learning opportunities and support pupils to build their confidence to learn and their self-esteem.
- Behaviour management in accordance with school behaviour policy, which includes supporting interventions and implementing behaviour support plans for each individual in the group.
- Directing the work of the Teaching Assistants to ensure there are high expectations and outcomes for learning of all pupils and groups through targeted and focused interventions.
- When required, liaise with other agencies who may contribute to the development of programmes of learning or behaviour management and implement their advice.
- Provide feedback to parents/carers on the progress of the pupil.
- Planning Educational Visits and ensuring appropriate Risk Assessments are completed.
- Organisation of class assemblies.
- Ensuring appropriate resources are available for the delivery of the curriculum.





## Pastoral

- Work with pupils to help them regulate their behaviours.
- Disseminate important and relevant pastoral information to key members of the school community on a need to know basis (specialist teachers etc.).
- Attending meetings with multi-agency professionals, as appropriate, and in liaison with members of SLT.
- Liaise with parents/carers regarding day-to-day safeguarding and well-being issues.
- Maintain a full and comprehensive home-school communication book to communicate with parents/carers information about progress and well-being.
- Attend parent/carer evenings every term.
- Inform the DSL of any safeguarding concerns and report on MyConcern.
- Persist in order to build positive relationships with hard to reach parents/carers.

## Accountability

- Writing Annual Review reports.
- Providing written reports to parents or professionals and meeting with parents at Parent Evenings and at other times as appropriate.
- Reporting on pupil progress using accurate moderated data in line with school policies.

## Other

- Contribute to the creation and development of an organisation in which all staff recognise that they are accountable for the success of the school.
- Attend and participate in regular meetings, fulfil responsibilities as specified on school rotas and duties.
- To attend and participate in planned training sessions.





# Person Specification

			Essential / Desirable	Assessed at A/T/I
Qualifications and Experience	1	GCSE or equivalent qualification in English and Maths (and for Primary, Science is also required)	E	A
	2	Qualified Teacher Status.	E	A
	3	At least 3 years teaching experience with evidence of outstanding practice	D	A
	4	Significant experience of working in a special school setting or with SEND pupils	E	A & I
	5	Ability to communicate well verbally and in written English.	E	A & I
	6	Experience of working with pupils with an ASC diagnosis	D	A & I
	7	Ability to oversee the management of complex and challenging pupil behaviour.	E	A & I
	8	Experience and understanding of supporting children with additional needs.	E	A
	9	Effective line management and performance management of class based staff.	D	A & I
	10	Up to date training in principles of supporting autistic pupils	D	A & I
	11	Up to date training in principles of supporting complex behaviours	D	A & I
Knowledge and Understanding	12	Knowledge and experience of the National Curriculum.	E	A & I
	13	How to use a range of tools to monitor and comment on pupil progress	E	A & I
	14	How to use pupil data on progress to plan the next steps for pupils	E	A & I
	15	Specific techniques to support ASC pupils	E	I
	16	Knowledge of performance management of class teams	D	A
	17	Safeguarding practices and procedures	E	I
	18	The impact of academic interventions to support progress	D	I
	19	The impact of therapeutic interventions in the management of behaviours and pupil well being	D	I
	20	Ability to work constructively as a team, understanding school roles and responsibilities and the post holder's position within these.	E	I



### Professional values and practice

Be committed.

Be consistent.

Have a flexible and adaptable approach to work, be willing to go the extra mile when required to get the job done for the benefit of our pupils, our colleagues and for ourselves.

Whilst being willing to work hard for the success of the school and its pupils, ensure that you and your team have a work life balance that enables health, happiness and wellbeing.

Have a happy, constructive and collaborative attitude to the work you undertake.

Be positive and respond to situations in a calm, professional manner at all times.

Have a thirst for excellence and a relentless drive to achieve the best outcomes for our pupils.

Have the capacity and enthusiasm to learn, be self-motivated, reflective, creative and innovative in order to continuously improve.

Be emotionally resilient.

Maintain the professional standards associated with your role in our school (e.g. DfE Teachers Standards; MKS Teaching Assistant Standards; MKS Business Management Standards).

Have a strong awareness of professionalism and respect for confidentiality.

At all times model good relationships, attitudes, and behaviour.

To be able to self-evaluate your own and your team's performance, keep own knowledge and skills up to date, and participate in relevant training and CPD opportunities as required.

Present a smart and professional appearance appropriate to your role.

Willingness to work flexible hours and to occasionally attend meetings outside of normal working hours (e.g. in relation to parental events or governance meetings).

Have a high level of commitment to safeguarding, inclusion, equality and value our school's diversity.

Understand and respect all social, cultural, linguistic, religious and ethnic backgrounds.

Support the Governing Body, the Headteacher and SLT in their duty to ensure that the school meets its aim to deliver the best possible educational outcomes for pupils and everyone is kept safe.

Act as a positive ambassador for Marjory Kinnon School and make a meaningful contribution to the school community.





## Our School Statements

### Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and external agencies to share this commitment. All applicants undergo a thorough selection process, including background checks to ensure their suitability to work with children. All staff members receive comprehensive safeguarding training to ensure they are aware of and understand the signs of abuse, the school's procedures for reporting concerns, and their role in creating a safe environment. Our school promotes an open culture where everyone, including staff, pupils, and parents, is encouraged to share any concerns they may have regarding the welfare of our pupils.

### Equality, Diversity and Inclusion

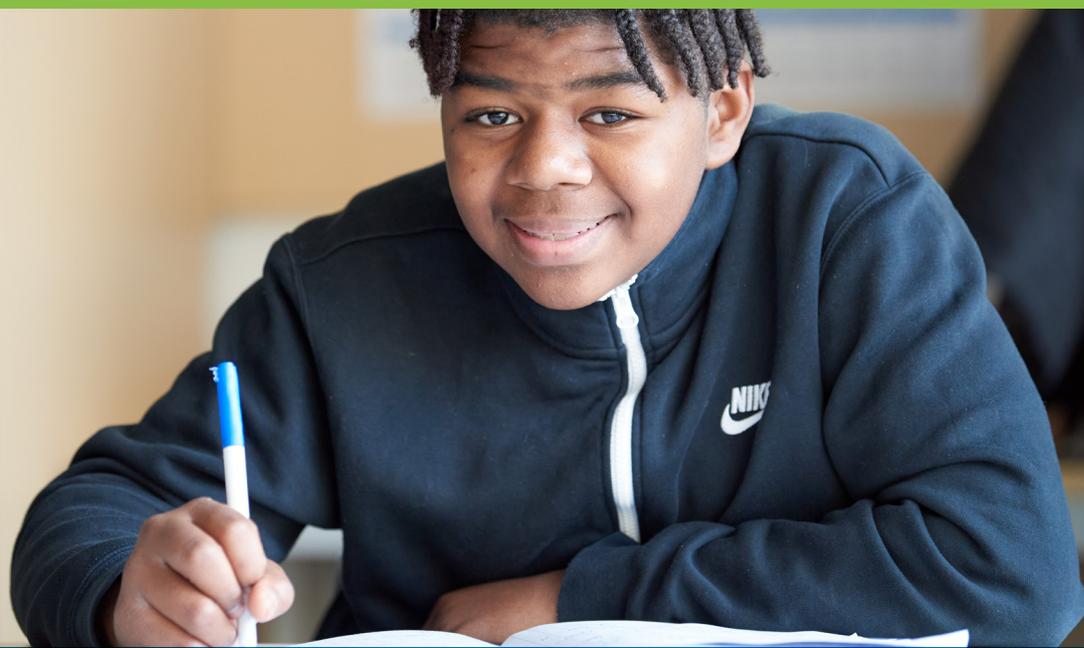
In our school community, we celebrate and embrace diversity as a source of strength. We are committed to fostering an inclusive environment that values and respects all individuals. Our mission is to create a culture of equity where everyone feels heard, seen, and valued. We strive to eliminate bias and promote equal opportunities for learning and growth. Join us in cultivating a school where diversity is not only acknowledged but cherished, and where every student and staff member can thrive.

### Professional Standards

At Marjory Kinnon School, we uphold the highest professional standards to create a positive and inclusive learning environment for our pupils. All staff are expected to adhere to our Code of Conduct which guides our professional behaviour and ensures that every member of our team operates with integrity, treats others with respect, and upholds the ethical standards that define our school.

### GDPR

We are required under the General Data Protection Regulations 2018 to confirm why we collect personal and/or sensitive data from you, what we use it for and how we will store it. The personal/sensitive information that you provide to us on the application form will be used and retained as part of our recruitment process. This means information provided by applicants to inform part of our assessment during the recruitment process. For successful candidates the information will be used as part of the contract of employment and be shared with the school's payroll provider. We may contact other relevant organisations to check the information that you provide, including for safeguarding purposes. The information will be stored electronically and disposed of after 6 months if your application is unsuccessful.



## How to Apply

Thank you for your interest in this role.

### Application Form

You will find the application form on our website on our 'Current Vacancies' page.

Please complete and return this via email to [hr@mks.org.uk](mailto:hr@mks.org.uk)

CVs are not accepted.

**Closing Date:** Monday 12th May 2025 at 12pm.

**Shortlisting:** Week commencing 12th May 2025.

Interviews will be held in the week commencing 19th May 2025. We will communicate directly with shortlisted candidates to confirm interview details.

### Safer Recruitment

In order to comply with 'Keeping Children Safe in Education' a number of checks will be carried out, including:

- **DBS Checks**  
All applicants will be subject to an enhanced DBS and barred list check.
- **Online Checks**  
Online checks will be carried out for all shortlisted candidates.
- **References**  
All offers of employment are subject to the receipt of two satisfactory references.

### Visits to the School

If you would like to visit our school or if you have any queries relating to this opportunity, please contact HR via email [hr@mks.org.uk](mailto:hr@mks.org.uk) or telephone **020 8890 8890**.

You can find more information about Marjory Kinnon School on our website [www.marjorykinnonschool.co.uk](http://www.marjorykinnonschool.co.uk)



**Marjory Kinnon School**

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E: [office@marjorykinnon.hounslow.sch.uk](mailto:office@marjorykinnon.hounslow.sch.uk)

[www.marjorykinnonschool.co.uk](http://www.marjorykinnonschool.co.uk)

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