



Pate's Grammar School Foundation and The Richard Pate School ("the School")

Key Stage 2 Teacher (Part-time, 0.6 FTE)

Information Pack

Title:	KS2 Teacher (Part-time)
Reports to:	Headteacher
Employment:	Employed (Permanent)
Hours:	Three days a week (Monday, Tuesday and Thursday)
Salary:	Competitive, based on qualifications and experience
Start Date:	1 September 2026

About Us

The Richard Pate School is owned and operated by Pate's Grammar School Foundation. It is a successful co-ed independent day school (Monday – Friday) for 3-11 year olds. The School is set in a beautiful 11-acre semi-rural site in Leckhampton on the outskirts of Cheltenham. We offer children a broad education in modern, purpose-built facilities, which includes music, sport, art, languages and drama and a varied extra-curricular programme. The School has an excellent record of admissions to both grammar and independent schools, with 52% moving on to grammar schools and a large number gaining scholarships to independent schools.

Vacancy Details

This is a 0.6 full-time equivalent post for a suitably qualified and dedicated Key Stage 2 Teacher to join us from September 2026. The successful applicant would be a class teacher in the Junior Department (Mondays, Tuesdays and Thursdays), with additional responsibility as a subject lead. A willingness to become involved in wider school life is essential.

To be successful in this role you must be:

- Qualified with QTS and have experience of teaching a range of subjects to KS2.
- An outstanding classroom practitioner focused on raising standards and supporting the pastoral care and individual needs of every pupil.
- Enthusiastic about being part of a supportive team, prepared to be immersed fully into school life.
- Capable of communicating effectively with pupils, colleagues and parents.
- Respectful of the School's aims and values.

Job Description

To carry out the professional duties of an exceptional KS2 classroom teacher under the direction of the Headteacher.

A. Teachers' Standards

In addition to the School's general requirements and key responsibilities set out below, Teaching Staff must also have regard for the Teachers' Standards which are integral to the School's appraisal system.

B. Key responsibilities

- Setting high expectations which inspire, motivate and challenge all pupils.
- Being responsible for the education and pastoral care of all pupils.
- Being responsible for the planning and delivery of the agreed curriculum within his or her own class.
- Being capable of teaching English and Mathematics to 11+ Common Entrance and Scholarship to independent schools.
- Being directly responsible to the Headteacher regarding schemes of work and policy documents.
- Promoting good progress and modifying the curriculum so that children are working at appropriate tasks.
- Facilitating a developing sense of independence in each child – vital to self-esteem.
- Making accurate and productive use of assessment in conjunction with SchoolManager.
- Having proper regard for the presentation of the room both in respect of children's needs and the visual impact for visitors – i.e. good classroom management and organisation.
- Being required to co-ordinate one national curriculum subject: Drama.
- Being aware of his / her own "on-going" professional development including training opportunities which might be appropriate under the Performance Management Policy.
- Understanding and implementing the School's Safeguarding and Health & Safety policies
- Sharing various duties.
- Communicating effectively / professionally with parents on academic, pastoral and behavioural issues.
- Committing to the philosophy and ethos of the school.

C. The Role of the Subject Leader

- To provide professional leadership and direction for the subject.
- To ensure that the subject is organised to meet the aims and objectives of the School and the subject.
- To support and guide teachers and support staff throughout the school.
- To work closely with the Pre-Prep Department to ensure continuity throughout the School.
- To lead the School through Curriculum Focus for your subject.

D. Desirable but not essential

- Experience of teaching Upper KS2.
- Experience leading Drama as a subject area, and/or coordinating a school production.

E. Extra-Curricular Programme

The School has a vigorous and varied co-curricular programme and, subject to timetable arrangements, the successful applicant will be expected to deliver additional activities.

Lunchtime and after school activities take place each Monday to Friday during term-time. Activities are usually agreed at the beginning of each term by the Deputy Head Academic.

All responsibilities outlined in this job specification are subject to review and change from time to time.

Person Specification

Qualifications and experience

- Qualified to degree level (or equivalent), holding QTS in the appropriate subject and age range.
- Applicants must have experience teaching KS2, ideally Upper KS2.
- Experience of working with children across the ability spectrum.
- Relevant training and professional development.
- Ideally, experience leading drama as a subject area.

Knowledge and understanding

- High level of subject knowledge of current Junior curriculum requirements.
- Up to date knowledge of the characteristics of high quality teaching and the main strategies for improving and sustaining high standards of learning and achievement for all pupils.
- Thorough understanding of current education policies and practice, in particular relating to Safeguarding and Health and Safety.
- Working knowledge of ICT in supporting children's learning
- Understanding of the local market and competition

Skills

- Able to teach pupils of all abilities and ages to a high standard, utilising excellent classroom teaching skills to promote optimum pupil progress.
- Promote the School's aims positively and use effective strategies to enthuse pupils with a love of learning.
- Create a happy, challenging and effective learning environment.
- Innovative in approach to teaching and learning.
- Proficient in the use of ICT (or a commitment to undergo training to this end).

Personal characteristics

- Excellent sense of humour
- Professional in approach and appearance.
- Strong interpersonal skills to effectively communicate with staff, parents and pupils.
- Good team player, willing to make a full contribution to the work of the department and the extra-curricular programme.
- Highly motivated, and comfortable with using own initiative or working in a team
- Committed to the protection and safeguarding of children and young people.
- Understands and is willing to uphold, the core values of The Richard Pate School
- Well organised with high expectations of achievement and behaviour.

In return, we offer you:

- A positive working environment, with friendly and supportive colleagues.
- strong commitment to on-going professional development and lifelong learning

- Children who are enthusiastic to learn, with outstanding behaviour
- A fee-remission scheme
- Free parking on site and subsidised lunches during term time.
- Access to an Employee Assistance Programme
- Access to a Cycle to Work Scheme.

Salary Scale and Pension

The salary will be competitive and according to qualifications and experience. Pension options will be explained at interview.

Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safeguarding is underpinned by a range of policies and procedures which encourage and promote safe working practice across the School. We make sure that all our staff are trained and supervised to a high standard so they can provide safe, effective practice

All posts are subject to a safer recruitment process which includes the disclosure of criminal records and barring checks, scrutiny of employment history, robust referencing and other vetting checks. Due to the nature of this role being a regulated activity, you will need to complete an enhanced criminal record disclosure (DBS check including Barred List check) and undergo our pre-employment screening. As a regulated sector we are required to undertake online checks and ask for references prior to interview, by applying for this role you are consenting for us to contact your referees. Please note that this role is exempt from the Rehabilitation of Offenders Act 1974 therefore you will be asked to disclose all previous convictions not exempt under amendments to the Exceptions Order 1975, 2013 and 2020.

In addition to an assessment of their ability to perform the duties of the post applied for, candidates invited to attend for interview should expect further discussion relating to safeguarding and promoting the welfare of children.

Equality, Diversity & Inclusion

We are committed to creating and promoting a diverse and inclusive workforce that reflects our community. Applications are welcome from all suitably qualified candidates. We particularly encourage applications from under-represented groups.

Candidates who have a disability or any other special requirements should let the School know if there are any reasonable adjustments they would like the School to make as part of the recruitment process.

Further Information

Up to date information and policies (including *'Recruitment, Selection and Disclosure Policy and Procedure, including Policy on the Recruitment of Ex-Offenders and Recruitment Privacy Notice'*) may be found on our website, www.richardpate.co.uk.

Should you wish to discuss any of the detail contained within this Information Pack, please contact our Bursary on 01242 522052.

How to Apply

To apply, please download an application form from our website. Please post completed forms to the following address:-

Mrs Lucy Cox - Bursar
The Richard Pate School
Southern Road
Cheltenham,
GL53 9RP

Or e-mail to: bursar@richardpate.co.uk

Applications must be received by midday on 20th April 2026

Interviews will be held on **7th May 2026**

NB: CVs will not be accepted in place of an application form, but may be submitted as additional supporting documentation.

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