



part of **Habs**
HABERDASHERS'
ELSTREE SCHOOLS

LOCHINVER
HOUSE



Year 1 Class Teacher
Maternity Cover

LOCHINVER HOUSE SCHOOL

START SMALL, THINK BIG

Welcome from

Jonathan Wadge, Headmaster

At Lochinver House School, we believe that happiness is the key to success. Every child's journey is unique, and our role is to nurture curiosity, confidence, and compassion so that each pupil thrives. As Headmaster, I am proud to lead a community where kindness, honesty, and respect are at the heart of everything we do.

Joining our staff team means becoming part of a school that values innovation, collaboration, and the joy of learning. Whether preparing children for the next step in their education or guiding them toward becoming global citizens, our mission is clear: Start small, Think big.



About Lochinver House

Lochinver House is a leading independent co educational school in Potters Bar, Hertfordshire, welcoming pupils aged 3–13. We are renowned for our personalised approach to education, ensuring that every child is seen, heard, and supported. From Forest School adventures to specialist teaching in core subjects, our curriculum is designed to spark imagination and build resilience.

We are proud to be part of the Haberdashers' Elstree Schools family, strengthening our strategic vision and preparing our pupils for our preferential pathway to Habs and other leading independent senior schools.



Our History and Governance

Founded in 1947 with a vision of excellence and care, Lochinver House has grown into a thriving community rooted in tradition yet forward looking in ambition. Our governance is overseen by a dedicated board, led by Chair Helen Rosethorn, ensuring accountability, strategic direction, and alignment with the Haberdashers' ethos.



Strategy and Values

Our strategy is simple yet powerful: to prepare children for a lifetime of purpose. We place academic rigour at the heart of our approach, ensuring that pupils are challenged, inspired, and equipped with the skills to excel. This is balanced with creativity, pastoral care with independence, and tradition with innovation, creating an environment where children achieve highly while developing as confident, well-rounded individuals.

Our values of Kindness, Honesty, and respect are lived daily. They guide our decisions, shape our culture, and inspire our pupils to become thoughtful, responsible citizens of the world.

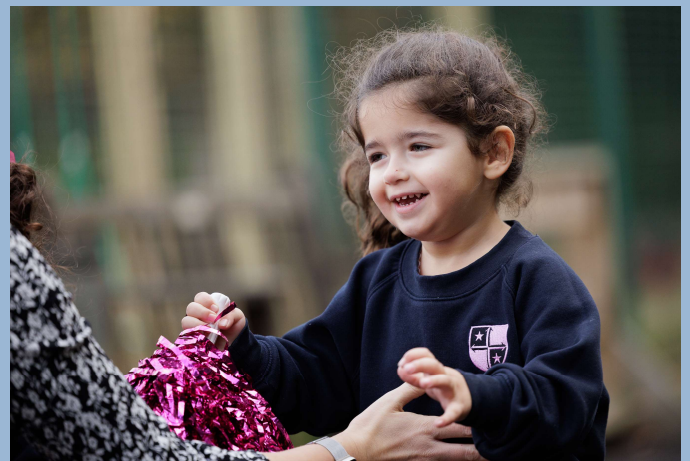
The Children



Lochinver pupils are happy, confident, and compassionate. They are encouraged to explore, question, and discover, with specialist teaching from the earliest years. Our International Primary Curriculum, Forest School, and wide range of enrichment opportunities ensure that every child's journey is both challenging and rewarding.

Pastoral Care

We believe that wellbeing is the foundation of achievement. Our pastoral systems are strong and effective, ensuring every child feels safe, supported, and valued. Pupil voice is central to our culture, represented through the School Council and other pupil bodies. Staff know each child individually, fostering a close-knit community where children are listened to and enabled to thrive.



Co Curricular Life

Beyond the classroom, Lochinver House offers a rich variety of opportunities. From competitive sport to robotics, from orchestra to drama productions, our co curricular programme builds resilience, teamwork, and creativity. Pupils are encouraged to discover hidden talents and pursue passions that will stay with them for life.



Our Staff Team

Our staff are the heartbeat of the school. Dedicated, specialist teachers bring expertise and enthusiasm to every lesson. Collaboration and professional growth are central to our culture, ensuring that staff feel supported and inspired in their roles.



The Department and Roles

Departments are led by experienced professionals who foster innovation and excellence. Roles within the school are designed to contribute not only to academic success but also to pastoral care and co curricular enrichment.



The Role

- Follow and adhere to the School's Child Protection and Safeguarding policy and practices.
- Set up and write schemes of work, sourcing and organising resources, keeping them up-to-date, with clear aims and outcomes and differentiation to enable all pupils to make progress in line with their potential as a minimum.
- Track pupil progress by assessing and recording according to the School's policies. Work must be marked frequently and instructively according to the School's policies.
- Plan schemes of work, with clear objectives and outcomes and differentiation to enable all pupils to make progress in line with their potential.
- Write termly reports.
- Use current pupil data to identify areas of strength and weaknesses in order to provide appropriate support to create a differentiated setting if necessary.
- Maintain an attractive and stimulating learning environment that showcases and celebrates pupil's work and achievements.
- Mentor your pupils and monitor their progress socially and academically.
- Ensure a cohesive and successful preparation of the pupils throughout the School and any pastoral issues concerning your pupils are identified.
- Attend all relevant meetings and training sessions as required by the Headmaster, Head of EYFS and Pre Prep or Director of Studies which may be outside School hours, including but not limited to any INSETS deemed necessary for personal, professional and School development.
- Be aware of and implement departmental and School policies relating to health and safety in the classroom.
- Maintain effective communication between home and School.
- Make contributions to the development of the department's policies and practices.
- Allocate sufficient time to the above duties and responsibilities to ensure that they are discharged to the best of your ability.

Timetable Allocation

This role can be full-time or part-time job share

A full timetable split in blocks with some periods allocated for planning and meetings.

There will be many exciting opportunities for a candidate with vision, flair and initiative. Each teacher is encouraged to make a contribution to the development of the department's policies and practices and as a member of the team can expect the department to reflect the quality and nature of his/her enthusiasm and talent. All teachers are required to follow the department's policies and those of the School.

All staff are expected to:

- Work towards and support the School's vision and the current objectives.
- Support and contribute to the School's responsibility for safeguarding and promoting the welfare of children and young people, adhering to all safeguarding policies and procedures.
- Value, promote and advance equality and diversity.
- Work within and adhere to the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- Adhere to Data Protection principles and policy, ensuring confidentiality of the School's activities is maintained in order to protect the integrity of the organisation and its people.
- Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with pupils, parents and colleagues.
- Engage actively in the performance review process.
- Undertake other reasonable duties commensurate within the grade as required from time to time.
- Lochinver House School is committed to safeguarding and promoting the welfare of children. Successful applicants will be required to undertake an enhanced criminal record check through the DBS. The interview will include questions about safeguarding children and our Safeguarding policy can be found on the School's website.

Remuneration

We offer a competitive salary, aligned with experience and qualifications, alongside benefits such as professional development opportunities, pension scheme, and access to school facilities.

Application Process

Applications should be submitted via the MyNewTerm website. Shortlisted candidates will be invited for interview and a tour of the school. Appointments are subject to safeguarding checks and references.

