



HUJJAT PRIMARY SCHOOL

Recruitment Pack

January 2026

Class Teacher (maternity cover)

Subject or Phase Lead responsibility based on experience

Mains Scale/ Upper Pay Scale/ TLR for phase/ subject lead

Maternity cover, Full time

Dear Applicant

We hope that you will find this information pack helpful.

If you would like to learn more about our school, we would be delighted to answer any questions you may have. Our contact details are in this pack, and we can offer tours of our school site so you can meet our children and staff and see first-hand what we do. Our school website offers much more information about our staff, curriculum and how we work.

Hujjat Primary School is situated in a multicultural, vibrant and diverse community of Harrow, in North West London with easy transport links. We have been thriving since we opened in 2020 and have strong links with our Local Authority. We have a dedicated Trust Board and the school benefits from a strong and committed Senior Leadership Team. Together, we work with the common aim of making our children shine, both academically and spiritually.

We are looking to recruit staff who wish to further develop their teaching skills and professional talents in a warm, nurturing environment. We want practitioners who are confident, self-reflective and who have the energy, passion and skills to make the difference that our children deserve.

In your application, please specify the key stage in which you would prefer to work. This will help our recruitment and selection process.

If you are hardworking, reflective, resilient, have a keen sense of humour, a passion for improving children's life chances and are looking for a new challenge or somewhere to start your teaching career then we would love to hear from you.



Vision

Our **vision** is to be an outstanding, happy and inclusive school that cultivates our relationship with God by embodying the conduct and teachings of the Prophet (Peace Be Upon Him).

A place where children indulge their intellectual curiosity, develop a love for learning, and build the foundation from which they can grow to become ethical, responsible and inspirational members of society.

'Education is more than what you know, it is who you can become...'

Mission

We will facilitate the well-being and growth of every child's mind, body and character through:

- Nurturing children within a safe and caring learning environment to realise their full potential;
- Providing a broad, balanced, vibrant and inclusive core curriculum that fosters curiosity and outstanding academic achievement;
- Facilitating experiential teaching, enrichment activities that are a feast for the senses, and focused time on health, hygiene and nutrition;
- Fostering learners who are able to think, question and reflect independently;
- Developing confident, respectful and effective communicators who can express themselves and make informed choices;
- Encouraging positive relationships;
- Listening deeply and accepting every child as a gift from God.

This is accomplished through a values curriculum in accordance with the Islamic philosophy of education. Individuals are encouraged to reflect on the qualities of God and develop the virtues of good character as embodied by Prophet Muhammad (Peace be upon him), thus enabling our pupils to apply their knowledge and turn it into action for the benefit of our school and the wider community.

Ethos

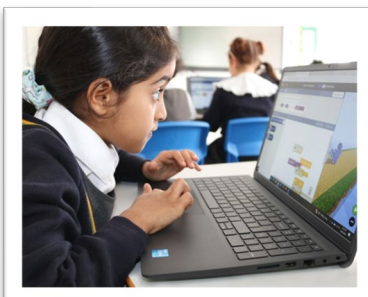
Our **ethos**, through a broad and balanced core curriculum, is designed to foster intellectual curiosity and outstanding academic achievement, alongside a values-based curriculum that develops the virtues of good character, enabling our pupils to change and develop their knowledge into action, for the benefit of our school, our families, our community and wider society.

The school promotes universally accepted human values and principles which are British Values but are also the cornerstones of the Islamic faith. This ensures that everyone at our school, adults and children, of all faiths and none, can identify with the same values:

Compassion; Respect; Integrity; Service; Gratitude, Excellence.

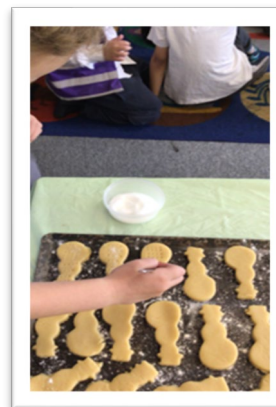
Curriculum

Education must be for the holistic development of the individual and of society. At Hujjat Primary School, our commitment to outstanding academic achievement will therefore go hand-in-hand with the nurture of values, which underpin the development of good character.

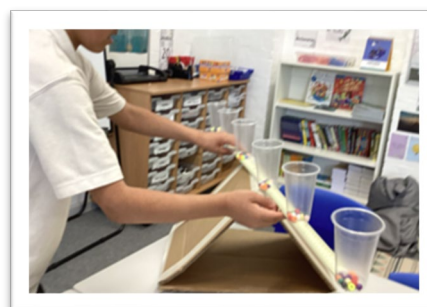


Our curriculum will grow mind, body and character through:

- A broad, balanced, vibrant and inclusive curriculum that fosters curiosity and outstanding academic achievement;
- Experiential teaching, enrichment activities that are a feast for the senses, and focused time on health, hygiene, nutrition, personal and social skills
- A values curriculum through which we will develop the virtues of good character, enabling our pupils to apply their knowledge and turn it into action for the benefit of our school and the wider community.



Hujjat Primary School embodies high expectations, high standards, and enables children to extend their learning to engage with local, national and international initiatives which reflects the diversity in our community both within and outside the school.



The Vacancy

We are seeking to appoint class teachers (with subject responsibility) to support the Senior Leadership Team and Trust in the development of the whole school.

Please refer to the job description and person specification below for further details.

The Trust is committed to offering a variety of comprehensive learning and developmental opportunities for the successful candidate.

How to apply

Candidates of all faiths and backgrounds are welcome to apply.

We are unable to sponsor applicants for visas

We hope that the information provided is useful and informative. If you wish to arrange an informal discussion or school tour in relation to the role, please do not hesitate to contact the School Office via email: office@hujjatprimary.org or telephone: 020 8189 9730

Closing date: Please submit your [application](#) by Midday Wednesday 5th November 2025, although early application is advised, as applications will be considered as they are received and we reserve the right to appoint at any time in the process.

Interviews will be held on a rolling basis from w/c Monday 10th November 2025.

Safer Recruitment

Hujjat Primary School is committed to ensuring the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We adopt a fair, robust and consistent recruitment process which is in line with Keeping Children Safe in Education guidance. This includes online checks for shortlisted candidates - you can read more about this on our website.

Please note that an online check will be undertaken for any candidates invited for interview and appointment to this post will be subject to satisfactory pre-employment checks including:

- Right to work in the UK
- Health
- Identity
- Relevant work qualification
- Barred List Check
- Disclosure and Barring Service Check
- References
- S128 Check
- Childcare disqualification declaration

Class Teacher

Job Description

Purpose of Job:

- To meet the requirements and carry out the duties of a teacher as set out in the School Teachers Pay and Conditions Document and The Professional Standards for Teachers.
- To act in accordance with the directions reasonably requested by the Senior Leadership Team

Teaching Responsibilities:

- Plan and deliver appropriate, broad, balanced, relevant, adapted and challenging lessons to all their pupils appropriate to their needs.
- Delivering consistently high standard of lessons to pupils.
- Marking, assessing and reporting on the progress of pupils.
- Ensuring Teacher Standards 1-8 are being showcased

Main Class Responsibilities:

- To continuously ensure that children are progressively learning throughout the year.
- To assess, record and report on aspects of pupils' standards, progress and development.
- To model the values of the school, embodying it's vision and ethos.
- To encourage high standards of behaviour so effective learning can take place, and good relationships can be formed within the school community.
- To contribute to whole school enrichment
- To effectively lead and manage other adults within their classroom.
- To develop their subject knowledge and expertise keeping up to date with national developments, teaching practice and methodology to support pupils in achieving high standards.
- To ensure to provide effective curriculum coverage, continuity, progression and challenge.
- To assist with the monitoring and evaluation of subject delivery through (e.g. high quality planning, book looks, lesson visits, resource audits and data analysis).
- To manage their classroom (and subject) resources effectively.
- Lead acts of collective worship.
- To work collaboratively with all staff members to develop practice within school.
- To carry out any other reasonable requests which may be required to fulfil the role.

All Staff will:

- Support the aims and policies of the school.
- Keep up to date with current trends in education, and attend CPD
- Foster good relations between the school and the community.
- Maintain professionalism and confidentiality at all times.
- Maintain a culture of robust safeguarding.

This job description will be reviewed as part of the Performance Management Process and may be revised if necessary.

Class Teacher Person Specification

	Essential	Desirable
Education and qualifications		
Qualified Teacher Status	X	
Bachelor Honours Degree	X	
National Teaching Qualifications		X
Experience		
Teaching experience in specific Key Stage/ s	X	
Experience of providing up-to-date, adaptive and inspiring teaching for <u>all</u> pupils in assigned class.	X	
Experience in leading a specific subject area		X
Knowledge and skills		
Effective teaching and learning skills demonstrated in the Teacher Standards	X	
Excellent oral and written skills, including clear articulation	X	
Effective IT skills to support children's learning	X	
An understanding of setting on-line home learning using a chosen school platform		X
Effective behaviour management skills, which in turn will promote our school ethos and values	X	
Proven ability to make an impact towards the overall school improvement priorities	X	
Ability to relate to, and communicate effectively with children in and out of the classroom	X	
Ability to work collaboratively with parents to ensure their children's first learning experiences are positive. This includes hosting PT Meetings and Workshops	X	
Ability to self-evaluate learning needs and actively seek learning opportunities	X	
Willingness to engage and develop learning, promoting inclusion, so that children make continued progress		
Ability to work constructively and flexibly as part of a team, understanding classroom roles and carrying out responsibilities, including to fulfil wider opportunities	X	
Willingness to develop as a subject leader to support the school's curriculum provision	X	
Personal attributes		
A commitment to Hujjat Primary School's vision, values and ethos	X	
Positive and enthusiastic; embracing change and innovation	X	
Demonstrate respect and empathy towards others	X	
Demonstrate resilience, perseverance and problem solving skills	X	
Safeguarding		
A clear understanding of safeguarding	X	

Thank you for your interest in this vacancy