



Est. 1919

BRAMBLETYE

CLASSICS TEACHER (MATERNITY COVER)

REQUIRED FOR SEPTEMBER 2022

WORK
HARD
PLAY
HARD
& BE
KIND

www.brambletye.com

#proudtobepink



ABOUT US



My name is Will Brooks and it is my privilege to have been the Headmaster here at Brambletye since 2015. Founded in 1919, Brambletye was originally a small boys' boarding school in Kent before moving to its present location in 1933. Today we are a thriving independent co-ed prep school for pupils aged 2 to 13 years, located in a large country house set in stunning and tranquil grounds overlooking the Ashdown Forest and the Weir Wood Reservoir.

At Brambletye our staff and pupils aspire to three core values - *Work Hard, Play Hard and Be Kind* and I am incredibly proud of my staff, they are the school's greatest asset. From our Prep, Pre-Prep and Nursery staff and teaching assistants, our boarding team and our specialist teachers of sport, music and drama through to our Bursary, Admin, Estates and Housekeeping departments, Brambletye pupils and their families benefit from a staff who are dedicated, accomplished and talented. Above all, we are immensely passionate about what we do and proud of where we work.....it is a real team effort.

I believe Brambletye offers a fantastic working environment, with a culture of openness and supportiveness and a strong emphasis placed on staff wellbeing and morale.

I hope that you find this application pack for the position of Classics Teacher (Maternity Cover) both useful and informative and I look forward to welcoming you to Brambletye soon.

Yours,

Will Brooks
Headmaster



A BRAMBLETYE EDUCATION

We are a school with a strong sense of family - we share experiences and support each other. Our pupils learn to celebrate other pupils' success as well as their own and to be kind to those around them.

A Brambletye education is focused on the individual. We encourage every pupil to find the area or subject in which they can excel, building their confidence and self-esteem. A love of learning is fostered from an early age, and our pupils are taught to be generous of spirit and curious about the world around them. Most importantly, they are encouraged to recognise their advantages and develop into responsible citizens with an understanding of how they can make a difference in society.

Pupils are taught a broad curriculum, leading ultimately to the Common Entrance or academic scholarship examinations at 13+; they are mostly class taught by a single teacher to the end of Year 4, and by specialist subject teachers thereafter.

Great emphasis is also placed on the extra-curricular side of school life. Sport, music, art and drama, as well as a wide variety of clubs and activities, play a prominent part in our pupils' timetable.

Everyone at Brambletye, from the teachers and boarding staff through to our bursary and estates staff, is involved in the pastoral care of each pupil. Their wellbeing is at the very core of our school and it is our strong belief that true academic success can only be achieved when built on a foundation of happiness and confidence. Brambletye operates a multi-tiered pastoral system involving form tutors, housemasters/mistresses and boarding staff.

There are currently 300 pupils at the school from Nursery to Year 8. Brambletye has a healthy blend of day pupils and boarders with many of our pupils opting to board 'part time' as day boarders.

From Brambletye, our pupils go on to a wide variety of senior schools, these include: Tonbridge, Benenden, King's Canterbury, Charterhouse, Sevenoaks, Eton, Brighton College, Eastbourne, Ardingly and Hurst.



CLASSICS TEACHER AT BRAMBLETYE

Classics at Brambletye introduces students to the world of the ancient Mediterranean, focussing primarily on Greece and Rome. Whether celebrated or criticised, these two civilisations have bequeathed to Britain many of its core values and institutions, which must be studied if we are to understand the modern world. Our students are about to enter a society which is increasingly sceptical of its traditional narratives, and our aim is to provide them with the materials for that debate.

Brambletye approaches Classics from many different angles. Topics vary across mythology, religion, literature, and social history, before turning to Latin in the later years. Students are taught to study the past not only through text, but through statues, vases, frescos, and mosaics from the ancient world. They are introduced, moreover, to the long tradition of Classical themes in European art, through the Middle Ages, Renaissance, and Modern era.

Through these media, students become acquainted with the canonical stories of the Ancient World. They learn how we understand, and might misunderstand, the past; how we interpret the wide array of material left by Greece and Rome, and the strengths and weaknesses of different sorts of evidence. And, in doing so, they learn how to consider their own world in light of another, whose similarities and differences can be both reassuring and unnerving.

Brambletye has a strong commitment to the Classics and every student studies either Latin or Classical Civilisation.

Classics is taught throughout the school by the Classics Teacher. The successful candidate can expect to teach all year groups from Y3 to Y8.

All of our Year 8 pupils currently work towards the 13+ ISEB Common Entrance exam.



KEY DUTIES & RESPONSIBILITIES

TEACHING & LEARNING

- Uphold the school's high standards of preparation, teaching and discipline
- Establish high and appropriate expectations for learning, motivation and presentation of work
- Prepare and deliver purposeful and productive lessons that inspire and engage
- Ensure each pupil receives learning that is appropriate to their age and ability, supporting those of varying ability
- Monitor the progress of each pupil with the framework of the school's monitoring systems
- Set and mark examinations and other forms of assessment
- Deliver creative and resourceful use of ICT within the curriculum
- Create and maintain a positive and attractive learning environment, including displays of pupils' recent work
- To mark pupils work promptly and sensitively, checking their development in accordance with the school's procedures and policies
- Organise and participate in appropriate off-site trips and excursions

ADDITIONAL PUPIL SUPPORT

- Identify and support pupils who are able and gifted, ensuring the whole school register is maintained and updated as necessary
- Support pupils who are applying for external scholarships and awards, liaising with the Master of Scholars where appropriate
- Liaise with the Head of Additional Pupil Support regarding the support of specific pupils within the department
- Keep informed of the learning development needs of pupils in the department/class, supporting those with specific learning difficulties and making appropriate adjustments to lessons when required

PASTORAL RESPONSIBILITIES

- To establish and maintain a happy, positive working environment within the classroom
- To record the attendance of pupils according to the procedures established by the school
- To encourage positive relationships between pupils and to act according to the school's Anti-Bullying Policy and Child Protection (Safeguarding) Policy
- To maintain positive links with parents and guardians through regular communication and meetings

ADDITIONAL RESPONSIBILITIES & PROFESSIONAL DUTIES

- Support and foster the aims of the school
- Be familiar with the contents of the Staff Code of Conduct and other relevant school policies
- Carry out such duties, including cover for absent colleagues, examination invigilation, break and lunch duties, co-curricular etc. as reasonably required by the school
- To attend all staff meetings and Inset days
- To attend all open days, parents' evenings, chapel services, school concerts, productions, prize-giving and any other meetings/events as required by the Headmaster, Deputy Headmaster or Assistant Head (Academic)
- Be familiar with the school's health and safety guidance and be responsible for personal health and safety and that of the pupils
- Carry out reasonable additional duties as required by the Headmaster, Deputy Headmaster, Assistant Head (Academic) or Head of Department, commensurate with the post

KEY DUTIES & RESPONSIBILITIES

SAFEGUARDING

- Complete and enhanced Disclosure and Barring Check (DBS)
- Ensure familiarisation with key policies e.g. Child Protection (Safeguarding) Policy, Prevent Policy etc.
- Complete relevant training e.g. Child Protection, Prevent etc.
- Fully commit to safeguarding the welfare of all children and young persons at Brambletye



PERSON SPECIFICATION

EXPERIENCE & KNOWLEDGE

- The experience and knowledge to teach Classics and Latin to Common Entrance 13+ and scholarship level
- The ability to employ a range of effective teaching, learning styles and assessment methods
- Innovative approach to the delivery of the curriculum
- Knowledge of appropriate resources to support and include pupils of all abilities
- Experience and knowledge of effective behaviour management techniques that support the school's aims, the classroom, small groups and working with individual pupils
- Excellent planning and appropriate target setting
- Ability to inspire and motivate pupils
- An understanding and awareness of SEND
- Proficiency in ICT and the ability to utilise ICT appropriately and creatively to support and enhance learning
- Knowledge and experience of 13+ processes within the independent sector

PERSONAL AND PROFESSIONAL QUALITIES

- To be an exceptional teacher with a love of teaching
- Be fully committed to supporting pupils' in maximising their potential
- Have a passionate commitment to the academic, personal and social development of the pupils, understand the needs and concerns of the age group and have a natural empathy with them
- Have high expectations for pupils, setting realistic but challenging, engaging and inspiring targets
- A commitment to promoting equal opportunities to all pupils and meeting

individual pupil needs

- Able to promote and advocate the learning needs of pupils
- Ability to work in a team. Develop strong positive, supportive relationships
- Be a confident, effective communicator on all platforms (verbal, written) to all levels of the school community including parents, staff and pupils
- Excellent interpersonal skills
- The ability to establish effective communication and partnership working with other areas of the school
- Display energy and imagination with the pupils
- Be able to inspire, challenge and motivate others
- Strong organisational and time management skills
- Calm, efficient and able work under pressure with competing demands
- Resilient, able to deal effectively with the management of change
- Self-motivated with a 'can do', flexible approach
- Confidentiality and diplomacy, able to deal sensitively with conflict
- Integrity, stamina, sound judgement and a sense of humour
- Commitment to continuing professional development
- A willingness to be fully involved in the co-curricular life of the school
- Be comfortable with the school's Christian ethos
- An understanding of the nature of independent prep schools and of the high expectations

PERSON SPECIFICATION

QUALIFICATIONS

- A relevant honours degree
- PGCE/QTS would be desirable
- Evidence of recent and relevant continuing professional development

The post holder may be reasonably required to perform duties other than those given in the Job Description for the post. The particular duties and responsibilities attached to the post may vary from time to time without changing the character of the duties or the level of the responsibility entailed.

If during the course of time the duties and responsibilities detailed should change significantly and for a sustained period of time, the Job Description will be reviewed and amended in consultation with the post holder.



A BRAMBLETYE WORKPLACE

LOCATION

Brambletye is situated on the edge of the Ashdown Forest. The school can easily be accessed via the A22, with East Grinstead 3 miles away. It is situated in extensive, stunning grounds with free parking available around the school site.

SCHOOL FEE REMISSION

There is an immediate and generous school fee discount which is available in our Nursery, Pre-Prep and Prep School.

PENSION

You will be automatically enrolled into the school pension scheme if you meet the eligibility criteria.

IN-HOUSE CATERING

Making sure our pupils and staff are well fuelled is key, and food is something we take very seriously at Brambletye. Our superb in-house catering team ensure that staff enjoy complimentary, good quality, healthy, balanced meals every day. They also cater for all types of diets and allergens.

LEISURE FACILITIES

Complimentary use of our excellent leisure facilities when available, which include a sports hall, squash courts, tennis courts and all-weather pitch.

WELLBEING

Great emphasis is placed on staff wellbeing and morale where a culture of mutual support for colleagues is encouraged and fostered. There is a very active Brambletye community and staff social events take place throughout the year.

INDUCTION, CONTINUING PROFESSIONAL DEVELOPMENT & APPRAISALS

As a new member of staff you will have a thorough and supportive induction process. All members of staff are encouraged to participate in Continuous Professional Development and the school holds regular appraisals with staff.

ACCOMMODATION

Onsite accommodation may be available for this position.

SALARY

Brambletye operates its own salary scale (which is well above the maintained sector). The salary for this position will depend on the successful candidates qualifications and previous experience.



SAFEGUARDING, EQUALITY & APPOINTMENT PROCEDURE

SAFEGUARDING AT BRAMBLETYE

Brambletye is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, Governors and volunteers to share this commitment. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

This post is exempt from the Rehabilitation of Offenders Act 1974 and we are therefore permitted to ask job applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DB filtering rules) in order to assess their suitability to work with children. The Child Protection (Safeguarding) Policy can be found at <https://www.brambletye.co.uk/information/policies-and-reports/>

EQUALITY AT BRAMBLETYE

We welcome applications from all sectors of the community as we aspire to attract staff that match the social and cultural diversity of our pupil intake. We consider the most important factor to be the right skills, abilities and attitude for the position which will ultimately improve the wellbeing and education of our pupils.



HOW TO APPLY

If this position is of interest to you, and you would like to have an informal chat, please contact Mr Nick Holloway (Deputy Headmaster) either via telephone: 01342 321 004 or via email: nholloway@brambletye.com

Candidates should download the application form on our website <https://www.brambletye.co.uk/information/vacancies/>

The following should then be submitted to Ms Heather White (HR Manager) via: hwhite@brambletye.com:

- A covering letter addressed to Mr Will Brooks, the Headmaster
- Your **fully completed** application form, please note that you are welcome to submit your CV alongside your completed application form

Please note that references will be taken prior to interview unless indicated otherwise. Applicants who have lived outside of the UK for more than 3 months in the past 10 years will be required to provide a Police check from their country/countries of residence.

***The closing date for receipt of applications is: 9.00am on
Wednesday, 1st June 2022***

***Interviews will take place the week commencing
Monday, 6th June 2022***

