



Fulneck School Information for Candidates

In Essentials Unity,
In Non-Essentials Liberty,
In All Things Charity



**APPOINTMENT OF
JUNIOR SCHOOL
OUT OF SCHOOL CLUB PLAY WORKER**

FOR IMMEDIATE START

School

Fulneck School is situated in a rural setting on the outskirts of Pudsey, Leeds, overlooking the Tong Valley, with easy access to main roads and motorway. It forms part of the Moravian Church Settlement at Fulneck which was founded in 1746 and was originally two separate schools, a boys' and a girls' school,



although it has been co-educational since 1994 when the two schools merged. It retains all the charm and character of the original buildings and grounds, and has benefited from recent development in keeping with the period buildings. The Junior School is housed in the main east building of the School. There are a number of separate teaching blocks including those for Science, Sixth Form, Creative Arts and Design and Technology. Other departments are housed in the main buildings. A separate Learning Support Unit offers specialist help with dyslexia for both Junior and Senior School pupils. In addition, the school has an EAL unit to assist overseas students for whom English is not their main language. There are two boarding houses; the boys' house is located in the main west building and the girls' house in the main east building. There is a large gymnasium and there are several tennis courts, together with extensive playing fields. Pupils also make use of the facilities at the local leisure centre for swimming and other sports activities.

A continuous programme of upgrading and enhancing facilities has resulted in the creation of new Junior and Senior libraries, a fifth ICT facility, a new suite of classrooms, a newly refurbished Sixth Form Centre, as well as the extension and refurbishment of the boarding houses during the last four years. The Senior Leadership Team and Governors are currently exploring new initiatives to further enhance the facilities.

The school has recently undergone an Inspection under the new Independent School Inspectorate (ISI) format. The judgements of excellent and good for pupils' personal development and achievement confirmed that the school is thriving. The Inspection Reports are available on the school's website.

Staff

There are over 50 members on the teaching staff. Support staff includes the Estates, domestic and catering teams, Librarians, ICT and laboratory technicians, boarding house staff, School Nurse and secretarial personnel.



Pupils

On the current roll there are approximately 300 pupils aged 3-18. Of these, around 200 are in the Senior School, with 65 full or weekly boarders. Over half of the Senior School pupils enter through our Junior School, though a number join us from feeder schools after the entrance examination each year.

As the school is largely non-selective there is a broad ability range with pupils who are academically more able (AMA), as well as those with Special Learning Needs, particularly dyslexia. A proportion of the boarders also receive support with English as an Additional Language.



Governing Body

The School comes under the authority of the Moravian Church (Protestant) through its Provincial (Church) Board, the members of which act as the Trustees of the School. The Board of Governors consists of local men and women from a variety of professions including education.

The Board of Governors meets at least twice per term and its committees more frequently.

School Philosophy

Our Core Values: In essentials UNITY, in non-essentials LIBERTY, in all things CHARITY.

We emphasise:

The value of each individual, by encouraging the development of intellectual, physical and spiritual qualities to the full; the importance of the highest personal standards of integrity; self-discipline and scholarship.

We aim to send out students who are:

- Justifiably proud of their academic achievement
- Mature, confident and capable young men and women
- Generous in spirit, tolerant and sensitive to the needs of others
- Aware of the responsibilities of adulthood and parenthood
- Positive in attitude about their contribution to the wider community.



In order to achieve our aims, we are committed to a particular school profile:

- We shall remain a comparatively small school. In this way we can know each individual well and maintain the quality of our pastoral care.
- We provide for all-round academic achievements, with a curriculum encompassing numeracy, literacy, languages, creative arts, humanities, sciences, technology and physical education, preparing students for higher education and adult life.

- We appreciate family loyalty; we are pleased to accept sisters and brothers of school pupils unless there are special educational needs which we cannot meet
- We balance the academic and social needs of the boys and girls in the various stages of their school careers.
- We encourage all pupils to participate in extra-curricular activities.
- We have a constructive and positive attitude to discipline; our expectations of appearance, courtesy and behaviour are high and we implement a firm but fair policy in which self-discipline can develop.
- We provide appropriate opportunities for co-operation, self-reliance and leadership throughout school life.
- We value the part the school can play in the life of the Fulneck Settlement and in the local community and we encourage links which strengthen these relationships.
- Candidates should be in sympathy with the school's philosophy and Christian ethos and be comfortable attending Assemblies in our Church.

Further details of the school are available on our website.

Fulneck School is committed to safeguarding and promoting the welfare of children. Child protection screening will apply to this post, including checks with past employers and the Disclosure and Barring Service. Candidates should be aware that provision of false information is an offence and would result in the rejection of the application or summary dismissal if the applicant has started their employment at the school. In such a case, the individual may be referred to the police and the DCSF Children's Safeguarding Operations Unit.

WRAP AROUND PROVISIONS – OUT OF SCHOOL CLUB PLAYWORKER

23.75 HOURS PER WEEK TERM TIME ONLY - MONDAY-FRIDAY

7.30am – 8.30am Breakfast Club

12 noon – 1.15pm Lunchtime supervision

3.40pm – 6pm Afterschool Club

Role description:

The children hope to appoint someone who:

- Will join in games
- Will be fun but fair when needed
- Is a good role model
- Will be encouraging with homework and reading
- Will be caring, friendly and kind
- Will be observant as it gets very busy so you'll need to have eyes everywhere

The main duties of the role include:

- Regular maintenance checks and tidying of equipment
- Involvement in the planning and delivery of activities
- Promoting strong links between the club and parents/carers

We are looking for someone who has:

- Previous experience of working with children
- A minimum level 2 childcare qualification or work towards this and be prepared to work in the Pre-School should it be required
- A first aid qualification, or willingness to complete training
- A food hygiene certificate, or willingness to obtain one
- Excellent communication skills (telephone and face to face) and people skills
- The ability to work under pressure and maintain a good sense of humour

You will need to be:

- Enthusiastic, organised, highly motivated and hardworking
- Committed to support our common purpose of providing our children with the best possible care and education
- Prepared to plan and deliver activities that engage children aged 3-11
- Adaptive in an ever changing environment
- Sensitive to children's needs following the equalities act
- Reliable and flexible
- Understanding regarding confidentiality
- Attend staff meetings and training when required
- Serve breakfast and snacks in line with food hygiene regulations
- A satisfactory enhanced DBS check and safeguarding training (or is willing to complete)
- Perform any other duties as required by the Principal

HOLIDAY CLUB HOURS MAY BE OFFERED TO THE SUCCESSFUL CANDIDATE.

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Candidates interested in applying for the post should complete an application form and submit a letter in support of the application to the Principal. The rate of pay for this post is £7.83 per hour.

Closing date for applications: Friday 7th December 2018. Interviews will be held the following week.

Candidates who are called for interview will have the opportunity to tour the school and to meet key members of staff.

November 2018