



# ALDRO



**English Teacher with Sport**  
**Full time, with accommodation**  
From September 2022



## ABOUT ALDRO

Aldro is an outstanding coeducational boarding and day preparatory school located in the idyllic village setting of Shackleford near Godalming in Surrey.

The school is at a very exciting stage in its development. Girls were first admitted to Aldro in September 2021 and numbers on roll will have grown by over 50% in two years come September 2022. The number of forms will have risen from 11 in total to 16 over the same period. The school has a flourishing Senior School (Years 7 and 8), with three forms planned for September in both year groups to include a discrete scholarship stream in each.

There are currently over 200 pupils aged 7-13 in the school; approximately 60 of them board full-time, weekly or part-time. Pupils sit Common Entrance or Scholarships at 13+ in Year 8, and the school has an outstanding record of academic excellence. 45 Scholarships and Exhibitions have been won over the past three years. In the last couple of years, Aldro pupils have left to attend such schools as: Abingdon, Bradfield, Canford, Charterhouse, Churcher's, Eton, Harrow, King Edward's, Lancing, Lord Wandsworth, Marlborough, RGS Guildford, Sherborne, Tonbridge, Uppingham, Wellington and Winchester.

Aldro is also committed to a breadth of education for its pupils and excellent results are achieved in sport, music, drama, art, design and chess. The school runs an extensive activity programme ranging from pistol shooting to Lego robotics, and debating to pétanque! The curriculum is taught over six days each week, with a Weekend Leave approximately every third weekend. All staff are expected to make an active contribution to the wider life of the school. Full-time staff may also be asked to assume pastoral responsibilities as a Form Tutor.

Aldro's Christian foundation underpins the ethos and values of the school and all staff are expected to be supportive of the school's Christian character. An attractive Chapel is amongst the excellent facilities available which also include a multi-purpose sports hall and a fully equipped theatre. Further details about the school can be found on our website: [www.aldro.org](http://www.aldro.org)

Aldro operates its own salary scale. Placement on the scale will be subject to the candidate's qualifications and experience. Appropriate certification and identification should be brought to the interview.



## English Teacher with Sport

**Reporting to: Head of English**

### **The Role**

The school is looking to appoint a dynamic and enthusiastic teacher of English principally to teach English in Upper KS2 and K3. Single person accommodation is available free of rent in return for boarding duties. All meals are provided whilst the school is in session. The role would suit well a recent university graduate or Early Careers Teacher. Teacher training on the job or Early Careers supervision can be facilitated as appropriate. The successful candidate will teach a reduced timetable and be expected to make a full contribution to the sporting life of a busy boarding and day school.

### **Academic Responsibilities**

- To teach English to Upper KS2 and KS3 pupils diligently and competently.
- To plan and prepare courses and lessons in consultation with the Head of Department, following the Curriculum Policy, departmental handbook and schemes of work.
- To teach each child, according to their educational needs.
- To maintain an orderly classroom environment with a good level of discipline, encouraging politeness and good manners at all times.
- Work with the Head of Department to help produce departmental schemes of work, plans and other documentation.
- Organise or support trips and field work excursions, which enrich the delivery of the curriculum.
- Prepare and display pupil work.

### **Reporting and Feedback**

- To assess, record and report on the development, progress and attainment of pupils.
- To prepare honest and supportive written reports and half-termly grades according to the school's reporting schedule.
- To keep appropriate and efficient records of pupil progress and to use these to inform intervention and a regular review of learning.
- To liaise with the Learning Support Department if a child is thought to have a specific learning need.
- To attend parent meetings and other such meetings organised from time to time to promote good relationships and strong reporting lines between the school and the parents.
- Produce and organise the marking of end of term assessment papers, primarily in November and June.

### **Safeguarding**

- To promote and safeguard the welfare of all pupils.
- To protect children from harm and to prevent impairment of their health and development.
- Be aware of, and comply with, all the school's policies, and especially the Safeguarding, Whistleblowing, Behaviour, Anti-bullying, Health and Safety, Staff Code of Conduct and Pupil Equality and Diversity policies.
- To establish a positive, supportive and secure culture which promotes in all pupils a sense of being valued, listened to and respected.
- To equip the pupils with the skills they need to stay safe from abuse and radicalisation.





## **Professional Development**

- To attend, participate and contribute positively to weekly staff meetings.
- To attend and engage with regular INSET organised for staff.
- To participate in the school's appraisal system for staff.
- To demonstrate a concern for ongoing personal professional development.
- To contribute actively to in-school training opportunities, peer-observations and other initiatives that promote best practice in teaching and learning.

## **General**

- To provide a rich, welcoming and cheerful environment by displaying pupils' work in a stimulating and interesting way in the classroom.
- To be willing to act as a Form tutor; to be the lead pastoral and academic link between pupils, their parents and the school
- To work with Admissions and Marketing to promote the school to prospective parents.
- To attend Open days and other events organised to promote the school.
- To lead or support school trips, ensuring that the school's Educational Visits policy is adhered to.
- To take a full part in the rota of staff duties.
- To attend meetings (Departmental, staff, parent meetings)

## **Form Tutor and Pastoral Responsibilities**

All full-time staff are expected to be a Form Tutor and to be responsible for the academic and pastoral welfare of the children in one of the forms.

- To have patience, understanding and a genuine interest in pupils' welfare.
- To ensure that pupils know to whom they can talk about their concerns.
- To get to know the pupils and their parents well; to be their first port of call for all pastoral issues.
- To set clear boundaries for pupil behaviour and to have high expectations of them.
- To maintain an orderly classroom environment.
- To encourage kindness, politeness and good manners at all times.
- From time to time to lead assemblies, perhaps especially to the juniors.
- Use CPOMS and SchoolBase to track behaviour and achievements of pupils
- Inform relevant staff (e.g. Assistant Heads, Housemaster, Head) of any pupil concerns
- To review the school's use of Steer AS tracking and to develop, implement and review appropriate action plans in support of high-priority pupils.

## **Wider Contribution to school life**

All staff are expected to make a full contribution to the wider life of school. Examples of this might include:

- Help with coaching games (the major sports are football, rugby, netball, hockey, cricket, athletics and tennis), or assisting with drama, dance, music etc.
- Contributing to the wider activities programme.
- Assisting with the pastoral care for the boarders, the life of the Chapel, the school's boarding provision etc.
- Leading or helping with assemblies



## Person Specification

Qualifications and experience	Essential	Desirable
A good university degree	√	
Qualified Teacher Status		as relevant
Teaching Degree or equivalent (BA, BEd, PGCE etc)		as relevant
Evidence of commitment to professional development		as relevant
Strong ICT skills, particularly Microsoft Excel and Word	√	
An up-to-date and good working knowledge of the National Curriculum		√
<b>Professional Attributes</b>		
An inspirational, committed and highly-effective individual dedicated to achieving the best outcomes for each individual child.	√	
Maintain a calm level of professionalism at all times.	√	
Excellent written and oral communication skills, able to communicate with a range of audiences.	√	
Well organised, and with good time-management skills.	√	
The initiative to work on his/her own, and the ability to work on a team.	√	
<b>Personal Attributes</b>		
Excellent inter-personal skills, empathetic, caring, kind & compassionate.	√	
Reliability and integrity.	√	
Energy and enthusiasm.	√	
A sense of humility and a desire to serve others.	√	
A willingness to go the extra-mile.	√	
Excellent record of health, punctuality and attendance.	√	
An ability to create a positive, inclusive and inspiring learning environment.	√	
Enthusiasm and willingness to contribute to, and participate in, the wider life of the school.	√	
<b>School Ethos, Values and Aims</b>		
Fully supportive of the ethos, values and aims of the school	√	
Sympathetic to the Christian teaching that underpins the school's values and character	√	
Commitment to the safeguarding and protection of children	√	
A commitment to promoting equality, diversity and inclusion	√	
Ability to contribute to the family atmosphere of the school	√	
Willingness to encourage parents to take an active part in the life of the school and their child's education	√	
Enthusiasm for, and willingness to contribute to, the wider co-curricular life of a busy day and boarding school, particularly in sport, music and activities	√	



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## TO APPLY

**Closing Date: Saturday 21<sup>st</sup> May**

**Interviews: Thursday 26<sup>th</sup> May**

Interested candidates should complete a copy of the [Aldro Application Form](#) available on the '[Vacancies](#)' section of the Aldro website.

**The school reserves the right to interview and appoint before the deadline. Early applications are encouraged.**

Aldro is an equal opportunities employer and committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. This post requires an enhanced check from the Disclosure and Barring Service. The school conducts online / social media screening of short-listed candidates.

The post is exempt from the Rehabilitation of Offenders Act 1974 and Aldro is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

Aldro recognises the benefits of a diverse workforce and is committed to equality of opportunity for staff, volunteers and applicants. Building upon legislative requirements, Aldro seeks to ensure proper access of opportunity in matters relating to recruitment/selection, support for staff development and promotion. All HR policies are underpinned by this commitment to inclusivity and discriminatory behaviour by staff, pupils, contractors and external contractors will be taken very seriously, fully investigated and appropriate action taken where necessary.



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[aldro.org](http://aldro.org)