



LITERACY / STUDY SKILLS TUTOR (PART-TIME)

MORE HOUSE SCHOOL, FRENHAM



Overview

Part time (three days a week), permanent, non-residential position in an Ofsted-rated 'Outstanding' School.

We are looking for a highly skilled Literacy or Study Skills Tutor to join our dynamic team as soon as possible. We offer excellent training and support, working in a friendly and professional environment.

Our therapists are inspiring and creative, transforming the futures of intelligent pupils with additional learning challenges, by empowering them. Come and join us for an exciting opportunity to work directly with children and young people, supporting them to develop, thrive and reach their full potential.

Our School Vision is:

To lead in transforming the futures of intelligent children who experience Specific Learning Difficulties, Developmental Language Disorder and associated conditions, by empowering them.

Our School Values are:

Kindness - Spirit - Responsibility



More House School
Rated Outstanding by Ofsted (2023)



The School

Nationally celebrated, More House School provides an exceptional, mainstream education for intelligent boys with Specific Learning Difficulties and weakness in their developmental language skills. Providing a transformative education repeatedly recognised as 'Outstanding' by Ofsted over more than a decade, we offer a specialised learning environment for day and boarding boys from Year 4 to Year 13. Our pupils are taught to recognise their strengths and develop their self-belief so that they achieve independence and extraordinary results at GCSE, BTEC and A' Level, above the national averages. A majority progress to university. Class-sizes are small, with a maximum of 15 pupils.

Delivering a mainstream independent-school experience, both academically and socially, the very broad curriculum affords all pupils the opportunity to discover their strengths, challenging them to fulfil their academic and extra-curricular potential. All boys who attend More House are individually timetabled, with many receiving support through the on-site Learning Development Centre and its qualified therapeutic staff. Judged 'Outstanding' by Ofsted in its last five School inspections, our most recent inspection (March 2023) graded More House School 'Outstanding' overall, and 'Outstanding' in each of the six sub-sections of the report. The School's provision for residential boarders was inspected at the same time, and likewise graded Outstanding in every respect. More House is CReSTeD approved, listed in their Specialist Schools category, and is a member of the Independent Schools Association and the Boarding Schools' Association.

The School is set on a wooded hillside in nearly thirty acres on the Hampshire/Surrey border and within the Surrey Hills Area of Outstanding Natural Beauty. Attractive modern facilities lie above the playing fields. London Waterloo is one hour away by train from close-by Farnham railway station, and there is easy access to the M25, M3 and A3 major routes. Guildford is twenty minutes' drive away.

In recent years, the School has built its School of Engineering and CAD facilities, opened a new Humanities block and School Chapel, completed our brand-new library and Media Studies centre, and grown our learning support facilities. 2018 saw the expansion of the campus and the conversion of a large domestic building into our new Sixth Form centre, which was opened in January 2019, improving further the facilities for both teaching and independent study. In December 2022, we installed a new Strength and Conditioning fitness gym for students and employees. Later this academic year, we will commence an ambitious building project improving further our Science laboratory facilities, extending the School's medical surgery and improving facilities for therapeutic counselling. We are also seeking planning permission for another project which will realise increased resources for Sports.

Teaching and support staff join the School from a variety of backgrounds. Many have worked at More House for a number of years, but the School has supported several teachers through their initial teacher training, and more through their Early Career Framework. Those already qualified may have previous experience in the state-maintained or independent sectors, and may have previous experience supporting learners with specific learning and language difficulties, or may not.

Adults with a genuine wish to develop their skills in making learning opportunities successful for neuro-diverse learners thrive at More House School. The School provides a high level of support and training for all teaching and support staff, affording the development of confidence, skill and qualifications in helping pupils to overcome the potential barriers to achievement posed by their difficulties. The School also provides training for many other external professionals and other schools, and on behalf of the Independent Schools Association.

About this Post

We are looking for an enthusiastic and adaptable Literacy or Study Skills Tutor to join our department to work predominantly with our Sixth Form students. Students at More House School are academically able, but struggle in education due to Specific Learning Difficulties, Speech, Language and Communication difficulties and related SEND needs. Learning support in the Sixth Form is delivered in small groups and is targeted at supporting the students to develop the skills required for successful completion of Level Two and Three (GCSE and A Level, and their equivalent BTEC) courses. This includes the development of:

- effective study and revision skills and strategies;
- independent learning skills, such as organisation and the ability to prioritise workload;
- research skills, accessing a range of resources;
- planning and proofreading;
- the use of appropriate, assistive technology.

Therapists and Tutors liaise closely with subject and pastoral staff to identify areas in which students would benefit from support.

The successful applicant may be required also to deliver literacy tuition and study skills to small groups of students in Years 10 -13 within our Learning Development Centre (LDC).

Other duties of the post include:

- writing regular session notes;
- attending interdepartmental and whole school meetings;
- supporting students in class;
- supporting students in public exams;
- liaising with teaching staff;
- advising parents;
- writing annual reviews of progress;
- recording half termly progress;
- weekly one-to-one mentoring of a small number of pupils;
- participation in the supervision-duty programme, responsible within a team of staff allocated to duties at lunch and break-times, and other times as is necessary.

About this Post

The post-holder will be supported by the Lead Speech and Language Therapist for the Sixth Form, by a friendly team of colleagues within the Literacy and Learning Development department, and by the Head of the Learning Development Centre, Sarah Cavannagh. A comprehensive induction programme is offered, and ongoing professional development is supported through INSET days and training opportunities.

The above list of duties is not exhaustive, and the post-holder may be required to perform such other duties as may be, from time to time, deemed necessary by the Headmaster. This is a non-residential post.

All school employees benefit from free on-site parking, excellent free lunchtime meals in the school's refectory and free use of the School's recently-refurbished fitness and gym facilities. School terms are shorter than in the state-maintained sector, with generous school holidays. A comprehensive induction programme is provided, and ongoing professional development is supported through INSET days and training opportunities.

Training

Teachers, tutors and therapists with a genuine wish to develop their skills in making learning opportunities successful for neuro-diverse learners thrive at More House School. The School provides staff with extensive, specialist training in developing practice effective in supporting intelligent pupils with literacy and developmental language weaknesses, and associated special educational needs, to succeed and to transform their futures.

Within their first year, new members of the staff are supported through a programme of weekly induction-training sessions, delivered on Monday afternoons from 4.30pm to 5.30pm.

During this first year, new staff also complete the School's fully-funded and nationally-accredited Level 3 Award 'Effective SEND Support'; a twelve-week, tutored and supported study course with opportunities for further progression.

The above training complements the School-wide, continuous programme of INSET training and preparation days and other ongoing training and development opportunities. The School is strongly committed to supporting teachers' career development.

About the Department

The role will be based in the Learning Development Centre (LDC) which houses a supportive team of Literacy/Numeracy tutors, Speech and Language Therapists, Occupational Therapists and Therapy Assistants. The department has a growing national reputation and strong links with universities, regularly providing educational placements for Speech and Language Therapy students from the University of Reading. We have recently introduced a sensory integration facility and actively encourage multidisciplinary working and communication between teachers and LDC Staff.

Relationships

- The post-holder is responsible to the Headmaster in all matters, is supported by the Lead Speech and Language Therapist for the Sixth Form and reports to the Head of the Learning Development Centre.
- The successful applicant must also interact effectively on a professional level with colleagues, and seek to establish and maintain productive relationships with all.



About this Post

Hours:

The working day is 8.20 am until 4.30 pm during term-time, although will also include the induction training in the first year. *(Note: academic terms are typically shorter than those in the state-maintained sector, and school holidays are therefore significantly longer).*

Attendance at school events outside these hours from time to time, as well as INSET days towards the beginning or end of school holidays.

Remuneration and support:

- Annual salary, paid in monthly instalments: extremely competitive and in accordance with qualifications, experience and recognised skills;
- Pension;
- Sick-pay;
- Employee Assistance Programme;
- Free on-site parking within the School's beautiful grounds;
- Excellent lunchtime meals at no cost in the School's refectory;
- Free use of the School's recently-refurbished fitness and gym facilities.

Safeguarding:

This role is deemed to be one of working in regulated activity, meaning that the post-holder may expect to come into unsupervised contact with children and young people frequently in the discharge of their duties on-campus. As such, the expectations of conduct, required of all adults working at More House School, apply to this position, as does a full Safer-Recruitment vetting process of any appointee. A key responsibility of all adults working within the School is that of ensuring the effective safeguarding of all children and young people, through adherence to the School's policies; full training is given.

About This Post

Personal Specification

ESSENTIAL

DESIRABLE

QUALIFICATIONS

Experience of delivering Study Skills and any relevant qualifications.

Level 5 accredited Literacy qualification.

Continued professional development, evidenced by engagement with relevant training activities.

SKILLS AND EXPERIENCE

An ability to identify pupils' independent learning needs for the purpose of planning intervention.

An ability to develop and implement specialist study skills tuition for pupils and to evaluate the outcomes of the intervention.

An ability to make effective use of strategies to motivate and engage pupils in lessons and to promote good student relationships.

An ability to communicate effectively with pupils, parents and staff.

An understanding of co-occurring specific learning difficulties.

An ability to support students to develop effective study skills.

An understanding of relevant assistive technology.

About this post

ESSENTIAL

DESIRABLE

SKILLS AND EXPERIENCE (continued)

Relevant work experience.

A good understanding of the principles of supportive behaviour management.

Evidence of commitment to own professional development.

Commitment to promoting confidence, aspiration and a sense of self-efficacy amongst our pupils.

Strong and secure commitment to the school's ethos and aims, promoting the best possible outcomes for pupils.

Confidence using IT to record and communicate.

An ability to keep accurate and contemporaneous records.

Excellent standard of written English and attention to detail.

A willingness to engage in activities in the wider school community.

Proficient skills with Microsoft applications. Experience of using a school-focused management information system.

About This Post

ESSENTIAL

DESIRABLE

PERSONAL ATTRIBUTES

Sense of humour and a positive outlook on challenge.

Excellent interpersonal and communication skills demonstrating an understanding of and commitment to professionalism within a child-focused environment.

An ability to demonstrate sensitivity and an awareness and understanding of other's needs and perspectives.

An ability to demonstrate self-motivation and meet objectives on own initiative.

An ability to demonstrate flexibility and to respond positively to change.

An ability to work independently and as part of a team.

Excellent time management skills and prioritisation skills and ability to work under pressure and to deadlines.


Understanding of own strengths and areas for development.

Perseverance.




TO APPLY

To apply, please visit the vacancies page of our School website:



**Teaching and Therapeutic Staff
Application Form**

Please supply a full history in chronological order (with start and end dates) of all...

 [More House School /](#)

Interested candidates are welcome to make an appointment to visit the school for an informal visit in order to learn more about the role and setting.

Closing date for applications: Tuesday, 28th November 2023

The School reserves the right to interview appropriate candidates in advance of the above-named dates, and to appoint. Interested candidates are therefore strongly urged to submit their application as soon as possible.

This post is subject to an Enhanced DBS clearance and the receipt of satisfactory references before a formal job offer is confirmed.

More House School is firmly committed to safeguarding and promoting the welfare of children and young people.