



# FOREMARKE HALL

## REPTON PREPARATORY SCHOOL

### **Boarding Houseparent**

Foremarke Hall is a thriving day and boarding preparatory school of just over 450 pupils, aged from 3 to 13, set in the fifty-acre grounds of an eighteenth century Palladian mansion in South Derbyshire. As a school we believe that the most valuable education is one that is broad and balanced, enabling children to enjoy their childhood whilst benefiting from a wonderful range of opportunities both in and out of the classroom. We aim to encourage our children to use their minds well, to understand that with privilege comes responsibility, to make wise judgments; to be able to discriminate between good and better, between right and wrong. We believe that physical activity is important for growing children and that many important lessons for life are learned in this arena. Finally we believe that no education is complete without a spiritual element to it, teaching children to appreciate beauty, to be creative and to value faith. With these elements in place, Foremarke Hall aims to produce young people at thirteen who are confident without being arrogant, who are achieving well in and out of the classroom and who are appreciative of the needs of others around them. Such young people will be well prepared for the senior phase of their education and for life beyond.

### **BOARDING**

**We believe that boarders should live in an environment that is happy with a good family/community spirit in which they can have fun. It should be caring, safe, disciplined and positive. The children should have sufficient privacy for themselves. It should be home-from-home; a place where each child is known and cared for as an individual. Every boarder should have someone who will be their advocate or champion, like a day pupil's parent, if required.**

Boarding lies at the heart of Foremarke Hall, building a unique sense of community and ensuring children receive the very best start in life. The boarding houses play a key role in developing the school's strong sense of family values, encouraging children to live and work together harmoniously, build friendships and develop their independence. Children flourish in comfortable surroundings where they are offered the attention, care and guidance they need.

Our 25-strong team of experienced boarding staff is on hand around the clock, providing a happy home environment for boarders. We work hard to create a strong family feel in the boarding community. We offer a range of different types of boarding including full, weekly, home and away (where children go home at weekends and on Wednesday evenings) and flexi boarding.

We have four boarding houses. Each house has up to 30 children in family-style 'bedders', small dormitories shared by up to seven other friends with resident staff at hand. The rooms are decorated and furnished to a high standard. Children bring in their own posters, soft toys and duvet covers to make their room feel like a home-from-home. Children are encouraged to treat their house as their home – a place they can relax, study and build lasting friendships.

There are two boarding houses for boys, the Junior House, Burdett for Years 3-6 and the boys Senior House, Francis for Years 7 & 8. Nightingale House accommodates girls from Years 3-8. There is also one further house for flexi boarders.

## **PERSONAL QUALITIES**

The successful candidate is likely to show many, if not all, of the following qualities:

- Energetic, enthusiastic and hard working
- Warm, caring and approachable
- Fully committed to a boarding school ethos
- Dedicated to the safety, welfare and happiness of children
- An ability to engage with children, staff and parents
- Good organisational skills
- Good communication skills
- A team player

## **JOB DESCRIPTION**

The successful applicant will be directly responsible to the Head of Boarding and the Headmaster. A detailed job description is available to download.

## **ACCOMMODATION**

The accommodation is a second floor apartment conveniently attached to one end of the Boarding House, situated in the main Hall. It has three large bedrooms, a large lounge/dining room with beautiful views of the school grounds, bathroom and kitchen. There is a small courtyard garden and access to greater, shared gardens. Use of all school facilities is an option during term time and the holidays such as tennis courts, swimming pool, astro and the extensive grounds.

## **SALARY**

Commensurate with skills and experience and in line with the Foremarke Teachers' Pay Scale or equivalent.

## **HOURS OF WORK AND HOLIDAYS**

The successful candidate will be required to be fully committed to the ethos of a successful boarding/day prep school. During the week they will be required to carry out some morning and evening duties in the House, two out of three Saturday evening duties and Sunday duties as allocated and published by the Head of Boarding.

The academic day runs from 8.00am to 6.00pm on Monday to Friday, and 8.00am to 12.35pm on Saturday. The teaching timetable of a Houseparent is reduced to reflect their responsibility and they are not expected to take on the role of Form Tutor. An extended period of protected non-contact time is timetabled during one day each week.

A list of term dates is available to download.

## **STARTING DATE**

We would wish the successful candidate to start September 2018 or January 2019.

## **APPLICATIONS**

Please note that we only accept applications on a fully completed application form, which should be accompanied by a CV if you wish. If you have any queries about the completion of the application or require help completing the form please contact the Headmaster's PA at Foremarke Hall.

The closing date will be Friday 11<sup>th</sup> May 2018. Interviews will take place week commencing 21<sup>st</sup> May and we respectfully advise that if you have not been contacted by this date, your application will not be taken further on this occasion. Completed application forms, together with a covering letter should be forwarded to: The Headmaster, Foremarke Hall, Milton, Derbyshire, DE65 6EJ.

## **HEALTH**

The successful candidate will be required to complete a Health Declaration. The School operates a No Smoking Policy.

## **CHILDREN ACT AND REFEREES**

Please supply the names of two referees on the application form. Current employers will be asked about any disciplinary or safeguarding concerns and about your suitability to work with children. Successful appointment will be dependent upon statutory criminal conviction checks in accordance with the Children Act, as well as favourable reports from referees. It will be assumed that the School may contact your nominated referees without further reference to you, unless you specify any alternative arrangements.

## **DISCLOSURE AND BARRING SERVICE**

Foremarke Hall complies with the DBS code of practice in regard to criminal record information and will not discriminate unfairly against any application on the basis of a conviction or other information revealed. The Recruitment of Ex-offenders Policy is available on request. The successful candidate will be required to complete an online DBS Application Form.

## **SELF DISCLOSURE**

If you wish to inform the Headmaster about a criminal record please forward the details in a separate sealed envelope marked '*Private and Confidential – Disclosure*' with your application form.