



Head of English

We are seeking an experienced candidate to join our team of educators. This is a great opportunity for committed and enthusiastic Head of English to work with our bright and inquisitive children and to support them in the classroom.

The successful candidate will be responsible for leading the successful delivery of English education from reception to Year 8. The post holder will also be responsible for overseeing and developing the provision of English as an additional language. They will also be expected to play a full part in the life of this busy day and boarding school. The role is likely to suit a talented, motivated, hard-working teacher who loves prep school life and who is looking for a hugely enjoyable and fulfilling role.

At Horris Hill we want children to leave with the lifelong skill of the love of learning alongside great academic results and large numbers of awards and scholarships.

They will be expected to deliver high quality lessons to pupils to maximize the achievement of all students as well as contribute to a dynamic teaching body committed to cross curricular references to enhance the learning outcomes for children.

Main Duties and Responsibilities:

Teaching and Learning

- Be an outstanding teacher, demonstrating the highest standards in teaching and learning and leading by example
- Leading whole school initiatives to ensure high levels of progress and attainment in English across The Prep
- Writing and updating schemes of work and programmes of study for Key Stages 2 and 3; reviewing and updating the departmental handbook
- Ensuring a smooth transition from KS1 to KS2 and KS2 to KS3 by liaison with the Head of Lower School, and relevant Senior School staff
- Leading developments in teaching skills and techniques, and keeping up to date with developments in the subject nationally
- Fostering the highest standards in formal and standardized assessments, the keeping of records and the efficiency of marking and return
- Monitoring the whole school report writing by proof reading termly reports
- Working with the Deputy Head Teaching and Learning and SENCO on pupil monitoring and tracking; overseeing the progress of pupils

Leadership

- Taking responsibility for the development of English as a leading subject within the school and developing a strategic vision for English
- Ensuring that teaching and learning of English is excellent by means of formal lesson observations, book scrutinies continuing professional development and appraisals

- Contributing to weekly teaching and learning meetings by sharing best practices learning walks in the department are excellent by means of regular departmental discussion, sharing best practice, lesson observation and appraisals
- Fostering a culture of independent learning and supporting the development of adaptive teaching across all key stages
- Analysing relevant data to inform reporting, strategic developments and group/individual target setting/interventions

Pastoral

- Sharing responsibility for the pastoral care of children, including acting as a form teacher, liaising with Head of Boarding and Pastoral,
- Contribute to the school's wider enrichment and activities programme
- Contribute to the boarding programme
- Attending school events

Person Specification

- Ambitious and Adaptable
- Resilient and supportive
- A warm and friendly personality
- A good communicator & problem solver
- Keen to take on new roles
- Polite, curious and friendly to all members of the team, Parents and children
- Must be a flexible team player
- Reliable and trustworthy

About Horris Hill School

Horris Hill School is one of the UK's leading boarding and day independent preparatory schools for approximately 120 pupils aged 2 to 13. It has an excellent reputation for delivering an outstanding all-round education, including successful entry and scholarships to many of the country's top senior schools. It is an exciting time of change and growth for the school. In September 2022 our beautiful all year-round Nursery opened, and we opened our doors to Girls in the Lower School. In September 2023, we will see our first cohort of Girls in the Upper School, as well as opening a Girls Boarding House.

Horris Hill is part of Forfar Education, a specialist school investment and advisory business, which partners with and manages a number of schools across the world, supporting them to become outstanding centers of excellence for pupils of all ages to learn and grow. Forfar Education is committed to working in close partnership with school leadership for the benefit of all pupils, celebrating each school's identity and strengths.

Facilities

The School is set in 65 acres of beautiful Hampshire common land just south of Newbury, yet close to the M4 and only an hour from Heathrow airport. The School has continuously occupied the site for over 130 years and is a blend of older buildings from 1888 and also modern facilities, to include Sports Hall, Theatre and Music Centre and a newly opened Nursery.

Pastoral care

The School is renowned for its nurturing ethos and the care of each individual pupil, an approach that underpins the success that pupils show in all areas. Our highly dedicated staff aim to produce happy, polite and academically successful pupils.

Destination of leavers

About 25 pupils leave the School each year after Common Entrance at 13 years old for some of the top Public Schools, with many going on to Eton, Winchester, Marlborough, Radley, Harrow and Sherborne. With the cohort of girls joining us this September, we are beginning to form meaningful partnerships with Co-educational Schools.

Appointments

The School is committed to safeguarding and promoting the welfare of children and questions will be asked at interview to assess the suitability of candidates to work with our children. A copy of the school's Safeguarding and Child Protection Policy is available to download from the School's website.

Recruitment Process

Candidates are required to submit a completed application form together with a supporting letter outlining the extent to which they can demonstrate their ability to do the job and meet the criteria indicated. An application pack can be downloaded from the school website www.horrishill.com/vacancies. Please submit applications to Paola Bright bursar@horrishill.com.

You should provide details of two referees and one must be your current or most recent employer. References will be taken prior to interview unless specifically requested.

Closing date Friday 16th February at 4.00 pm. Applications will be considered as they are received therefore early applications are encouraged.

Further Information

If you require any further information please don't hesitate to contact Rob Stewart Headmaster Headmaster@horrishill.com or on 01635 40594.

All appointments are subject to a satisfactory enhanced Disclosure & Barring Service check (including a check against the Children's Barred List) and other pre-employment screening. This includes receipt of at least two references satisfactory to the School, medical fitness, qualifications check where relevant for the post, the right to work in the UK, an identity check and a self-declaration of childcare disqualification. Please see the enclosed Safer Recruitment Policy for further details.

All appointments are made in accordance with our Equality policy and applicants should let us know of any special needs they may have.