



Durham School

NOW RECRUITING

Teacher for Bow Prep School

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**A\* 70%**  
of A-Level results at  
**GRADES A\*–B**

**141**  
**STAFF**  
WORKING ACROSS  
BOTH SCHOOLS



**130**  
**SPORTS**  
**TEAMS**

**DURHAM**  
**SCHOOL**



**100<sup>+</sup>**  
**CO-CURRICULAR**  
activities are offered  
throughout the year

**1:7**  
TOTAL STAFF TO PUPIL RATIO  
nursery staff adhere to regulations set by the EYFS



**27**

**A-Level** subjects to choose from

**74**  
**TEACHERS**

## Distinctively Durham

In so many ways, all schools are similar and yet all schools claim to be different; so what is the unique quality that makes Durham distinctive?

In short, we compete. In comparison to most schools, Durham is small, but we do not let that stand in our way. Pupils here do lots of things that revolve around their education: sport, music, drama, outdoor pursuits, CCF, and so the list goes on. Pupils represent the school at county, national, and international levels, achieving impressive standards in all that they do and competing with the best of them. Pupils dedicate time to these activities because they are fun and enhance CVs but, more importantly, because they develop the pupils as people; they learn to compete, they learn to win, and they learn what to do when they fail or lose. Balancing all this with academic work is never easy but pupils learn from the very beginning that examinations cannot get in the way of an education that will last a lifetime.

There are many tasks which might compete as the most important for any headteacher, but getting the right people on the bus is not only a privilege but also the guarantee that Durham remains distinctive and all that it is. The teachers here dedicate themselves to their pupils, they inspire questioning and a love of learning, and contribute to a warm and lively community.



Kieran McLaughlin  
Headmaster

The MARK of  
a Durham School  
Education

For over 600 years, Durham School has prepared the young of today to be the leaders of tomorrow in the lessons we teach both in and outside the classroom, but more importantly in the values we encourage in every aspect of our daily lives. Moral Integrity, ambition, responsibility, and kindness are the MARK of a Durham School education.

M	A	R	K
MORAL INTEGRITY	AMBITION	RESPONSIBILITY	KINDNESS
<p>We demonstrate a desire to do the right thing</p> <p>We act in private as we do in public</p> <p>We have the courage to say and do the right thing</p> <p>We stand firm for what is right</p> <p>We challenge things we think wrong and are open to challenge from others</p> <p>We are accountable for failure as well as success, and do not allocate blame</p> <p>We can be relied upon to do what is right</p> <p>We demonstrate and promote honesty</p>	<p>We achieve our goals by consistently working toward them</p> <p>We go above and beyond the call of duty</p> <p>We aim for the best in 'me and them' and take pride in all we do</p> <p>We seek help and support before giving up and identify lessons in setbacks</p> <p>We encourage all to develop maximum potential and support others to achieve</p> <p>We embrace opportunities, challenge, and seek to develop our skills and talents</p> <p>We identify opportunities for School Development</p>	<p>We do what we say we will</p> <p>We are punctual and prompt in all that we do</p> <p>We use our resources responsibly, developing and caring for our environment</p> <p>We act before being asked and consistently deliver on expectations</p> <p>We prepare thoroughly for all tasks</p> <p>We encourage autonomy in all and seek leadership</p> <p>We acknowledge and seek to resolve problems</p> <p>We pioneer better ways of doing things</p>	<p>We are open and approachable to all</p> <p>We welcome and listen to the opinions of others</p> <p>We look to engage and involve all in the community</p> <p>We attend to newcomers and those needing help, and build relationships actively</p> <p>We are positive in responding to questions</p> <p>We support each other and stand up for fellow colleagues and pupils</p> <p>We acknowledge individual needs within the community</p> <p>We speak positively of the School community</p>
			

### Traditionally Modern

Learning has been part of the life of Durham for a 1000 years, and Durham School has been at the heart of the city's education for most of that time; originally founded as the monastic grammar school, the School was endowed by Cardinal Langley in 1414 and refounded by Henry VIII at the dissolution of the Abbey in 1541. The School moved from its mediaeval home on Palace Green to its current location in 1841; although the city centre is only five minutes' walk away, the School has a peaceful, rural atmosphere.

Today, the School educates 525 pupils, at Bow for girls and boys aged 3-11 and at Durham School for girls and boys aged 11-18, of whom a quarter board and approximately a third are girls. The vibrant and successful Sixth Form prepares pupils for the final stage of their education and all pupils progress to university. Within a community shaped by moral integrity and kindness, we cultivate responsibility and ensure that all Dunelmians can thrive, be happy, and make a positive mark in the world. In doing this, our pupils learn to pass their examinations today while receiving an education that will last beyond their examinations.

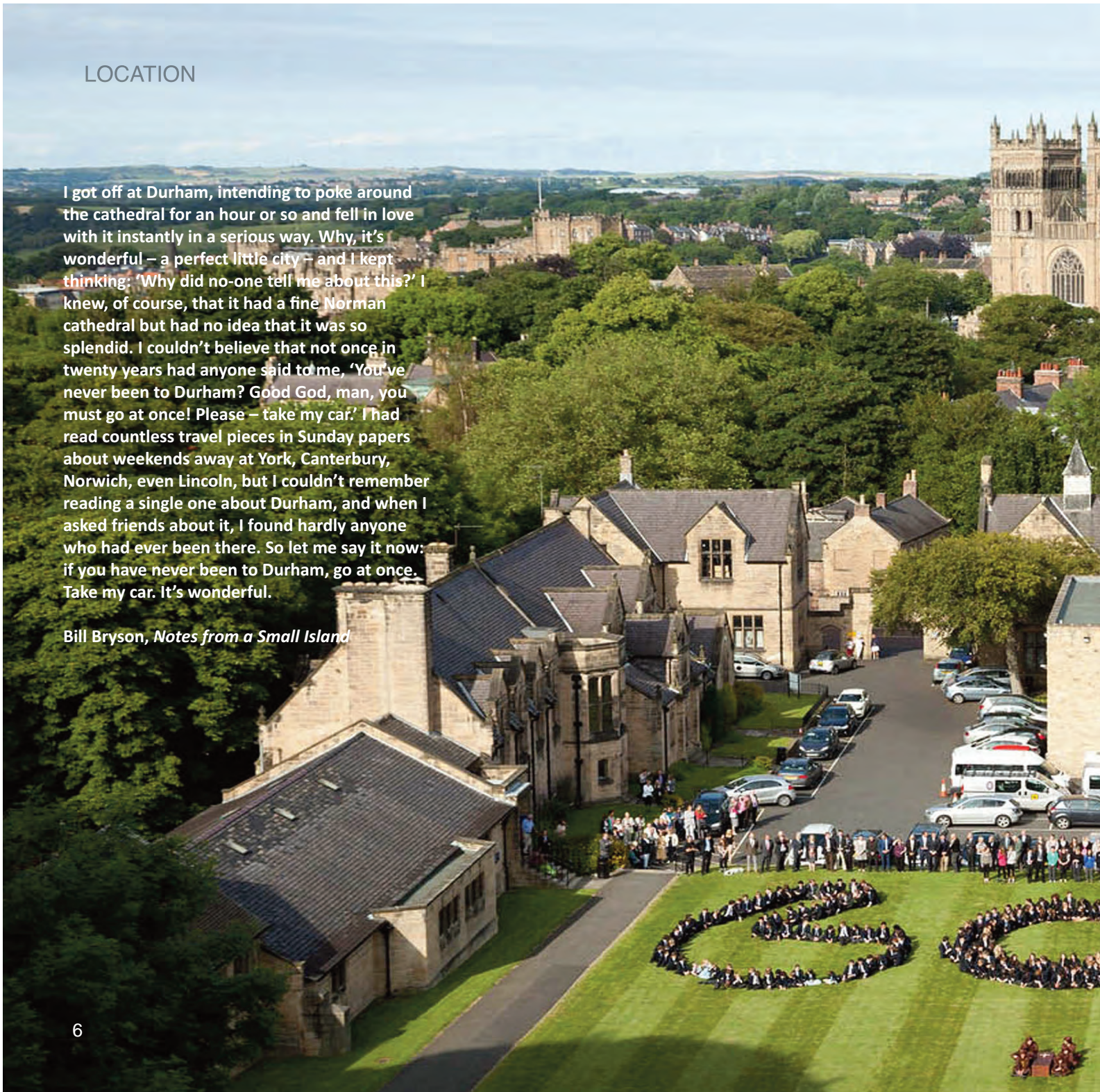
While the School has a long and ancient history, it is far from rooted in the past; through the use of innovative approaches, continuing professional development, and the latest technology, teachers seek to kindle intellectual curiosity which will answer the questions of tomorrow.



## LOCATION

I got off at Durham, intending to poke around the cathedral for an hour or so and fell in love with it instantly in a serious way. Why, it's wonderful – a perfect little city – and I kept thinking: 'Why did no-one tell me about this?' I knew, of course, that it had a fine Norman cathedral but had no idea that it was so splendid. I couldn't believe that not once in twenty years had anyone said to me, 'You've never been to Durham? Good God, man, you must go at once! Please – take my car.' I had read countless travel pieces in Sunday papers about weekends away at York, Canterbury, Norwich, even Lincoln, but I couldn't remember reading a single one about Durham, and when I asked friends about it, I found hardly anyone who had ever been there. So let me say it now: if you have never been to Durham, go at once. Take my car. It's wonderful.

Bill Bryson, *Notes from a Small Island*









## Now Recruiting Prep Department Teacher

This position represents an excellent opportunity for a well-qualified teacher to join the staff in the Prep School of the School.

Durham School seeks to appoint a suitably qualified Prep department teacher with a subject specialism or strong interest in English for September 2018. In addition, the candidate will have involvement in some other Humanities and/or Games teaching. The full-time position will suit a newly qualified or experienced teacher who wants to join a very successful school. He/She will approach teaching in a dynamic and enthusiastic way and will be keen to explore progress and development. All staff at Durham School are expected to contribute fully to the extra-curricular life of this busy and successful School.

Durham School is committed to promoting the safeguarding of children and expects all employees to share this commitment. Any job will be made subject to satisfactory checks, including an enhanced DBS disclosure.

Durham School is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.





### **The School**

Bow School was founded in 1885 as an independent day and boarding school for boys aged 3 to 13 and moved to its present site in 1888. In 1976, the school was incorporated into the Durham School Foundation and formally became the Preparatory School for Durham School. In September 2006, Bow welcomed girls for the first time and the Years 7 and 8 moved up to the Senior School. Effectively, this completed Bow's transition to become the Preparatory Department of Durham School.

Today, Bow is an independent, co-educational HMCJ and IAPS day school and caters for day girls and day boys from the age of 3 (Nursery) through to 11 (Year 6), when it is hoped that pupils will move on to the Senior School. Durham School now offers a continuous education for girls and boys from 3 to 18.

Bow, Durham School offers a high quality, all-round education; with before and after school care, offering great flexibility for today's busy families.

### **Staffing**

There are fifteen members of the teaching staff at Bow supported by classroom assistants as well as subject-specialist teaching from the Senior School. In addition, Bow enjoys the support of its own administrative, support, and grounds staff as well as a thriving group of volunteers.

### **Location**

Bow is situated in its own beautiful, spacious grounds within convenient walking distance of the Senior School and the city centre and overlooks the World Heritage site of Durham Cathedral.

Bow offers excellent facilities and, in addition, benefits from the extensive facilities at the Senior School. The EYFS classes (Nursery and Reception) are situated in Quarryheads House, adjacent to the main Bow buildings. It is a grand, former family home which adds to the cosy atmosphere that the School provides for its youngest pupils. Accommodation for Years 1 and 2 is conveniently situated in an adjoining building. The main building houses the older pupils, and has specialist classrooms for Computing, French, the library, the Dining Room and the administrative offices. It overlooks the cricket square and, in the background, the splendour of Durham Cathedral.

### **Pupils**

There are currently 136 pupils aged 3 to 11 and Bow's small size contributes to its family feel; the School has a justified reputation for its pastoral care and quality of its relationships. Pupils at Bow are happy, lively, well-rounded and committed to activities both inside and outside the classroom.

### **Activities**

Bow, Durham School has extensive facilities for Art and Music which take place in a listed building, called The Cottage, which was originally built as a toll-house into Durham City. Music is well-resourced and Bow runs a school choir, a band and other music ensembles and pupils have the opportunity to perform in a variety of concerts throughout the year, ranging from the mass participation in Christmas and Spring performances to smaller recital concerts. All pupils have the opportunity to appear on the stage during the school year, with particular highlights being the Pre-prep Nativity and Y3-6 Summer Production. Pupils can benefit from LAMDA lessons and have proven success in these exams. Sport has always been at the heart of Bow's life, with teams competing across the North of England in rugby, hockey, netball, football, cricket, rounders, and cross country.





### Duties

The professional duties and responsibilities of the teacher include:

#### Teaching and Learning

- Plan, prepare and teach high quality, well-structured and engaging lessons.
- Teach according to educational need, adapting teaching to respond to the strengths and needs of all pupils.
- Demonstrate good subject knowledge and positive enthusiasm.
- Set high expectations which inspire, motivate and challenge pupils.
- Lead in the development of English teaching.
- Communicate effectively with the parents of pupils.
- Co-ordinate with other teachers on the preparation and development of teaching materials, teaching programmes, methods of teaching.
- Participate in meetings arranged for any of the purposes described above.
- Give pupils regular feedback, both orally and through accurate marking.
- Make accurate and productive use of assessment, providing or contributing oral and written
- Set targets and work towards their achievement.
- Attend Parents' evenings relevant to the pupils taught.

#### Pastoral

- Promote and safeguard the welfare of children and young persons.
- Maintain good order and discipline among pupils and safeguard their health and safety both when they are on the School premises and when they are engaged in activities elsewhere.
- Manage pupil behaviour effectively to ensure a good and safe learning environment.
- Undertake the pastoral role of a Form Tutor, to promote and facilitate the general progress and well-being of individual.

#### Personal and Professional Conduct

- Demonstrate consistently high standards of personal and professional conduct.
- Maintain professionalism at all times and keep confidentiality of information.
- Attend staff meetings, INSET sessions and similar functions both in and out of normal school hours.
- Undertake such duties that the Head of Bow may reasonably require.
- To uphold and follow the Staff Code of Conduct.
- To contribute to the extra-curricular activities of the School which take place regularly during school hours.

PERSON SPECIFICATION

Essential  
Desirable

Professional

- Strong academic background
- Degree from recognised university in relevant subject
- Relevant teaching qualification [QTS]
- Excellent and effective classroom management skills
- Using technology in the classroom
- Managing change and improvement
- Able to analyse data effectively
- Conversant with educational and curricular developments
- Good command of spoken and written English
- Able to work on one’s own as well as in a team
- Able to motivate and consult with staff
- Ability to support the co-curricular life of the School
- Experience of subject enrichment activities

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Personal

- A passion for English
- Able to inspire, to teach and motivate learners
- Awareness of safeguarding issues, legislation, and good practice
- To uphold the School’s core values publicly
- To be organised with the ability to prioritise and work to deadlines
- Have an excellent punctuality and attendance record
- Be of smart professional appearance
- Have a willingness to engage in further training
- Willingness to promote the subject throughout the School
- Confident and effective communicator

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### **Other Information**

Bow, Durham School offers a wide range of co-curricular activities, and would require the successful candidate to make a regular commitment to leading and supporting and an activity or sport.

### **The Application**

All applications are to be submitted on the School's application form; these are obtainable from the School website: [www.durhamschool.co.uk](http://www.durhamschool.co.uk)

Alternatively, please contact the Headmaster's Personal Assistant, Mrs Susan Spence, on 0191 731 92 70.

### **The Deadline**

The deadline for all applications is 4.00 p.m. on Friday 20<sup>th</sup> April, but please feel free to submit your application as soon as possible.

### **The Interview**

Candidates selected for shortlisting will be informed in the week commencing 23<sup>rd</sup> April 2018. Interviews will take place in the week commencing 30<sup>th</sup> April 2018.

The interview process will include the teaching of a lesson, the opportunity to meet School colleagues, as well as a tour of the School. Further details and a schedule will be provided in advance of the interview.

### **Safeguarding**

Durham School is committed to promoting the safeguarding of children and expects all its employees to share this commitment. Any job offer will be made subject to satisfactory checks, including an enhanced DBS disclosure.

### **Equal Opportunities**

Durham School is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.

## Mrs Harrod

Bow Head

“Education at Bow goes beyond the classroom and the broad curriculum experience we offer enables our children to access learning that is engaging and challenging.

It is very important that children love coming to school and have the opportunities to develop their confidence and strengths.

Our school aims to instill a love of learning that will stay with our children for life.”





## Mr Stevens

Learning Support Teacher & Magician

“Proper assessment is the cornerstone to understanding a pupil’s progress to learning and developing an individual programme of support. The help I give is all about creating good habits and helping the pupil become a truly independent learner.”



## Mr Campbell

Academic Lead, Bow

“One thing that stands out for me about our School is the freedom to teach according to the pupils.

“Here every child truly does matter and teachers are able to teach their subjects in interesting and engaging ways that ensure the best possible outcomes for the pupils.”





Durham School

The Prep School (3-11)  
BOW, DURHAM SCHOOL  
South Road, Durham City, DH1 3LS  
0191 731 9270

The Senior School (11-18)  
DURHAM SCHOOL  
Quarryheads Lane, Durham City, DH1 4SZ  
0191 731 9270



Excellence in Education  
The Independent Association  
of Prep Schools



email: [admissions@durhamschool.co.uk](mailto:admissions@durhamschool.co.uk)  
[www.durhamschool.co.uk](http://www.durhamschool.co.uk)



Durham School - founded 1414  
@dunelmia

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