FARLEIGH
SCHOOL

About Farleigh School

Farleigh is a purposeful and thriving co-educational school of 460 boarders and day children aged 3-13 based in the beautiful Test Valley in Hampshire in 70 acres of parkland and woodland. A leading Catholic Prep School which welcomes all faiths, we encourage children to explore life to the full, and have a sense of wonder and curiosity in the world around them. With continuing investment and development of our facilities it is an exciting time for us, as we constantly strive to improve on our achievements.

We are committed to providing the very highest standard of teaching and pastoral care, to ensure every child is well looked after, happy and fulfilled. At our most recent ISI inspection, all aspects of the School were rated 'excellent', the highest level attainable.

Working at Farleigh School

At Farleigh, we pride ourselves on our team of skilled and dedicated staff and each member plays a vital role in the running of our School, creating a warm, friendly atmosphere for pupils and parents. In total we have about 200 members of staff. Approximately 25 staff live on-site, contributing to the strong sense of community.

Farleigh treats all staff with equal respect and encourages applications from all sectors of society. Whilst we are a Catholic School and all staff must be happy to promote and work within the Ethos of the School, we do not require either all staff or pupils to be of the Catholic faith.

As a Boarding School we operate 24 hours a day, 7 days a week. Academic staff in the Prep School work Monday – Saturday with a half day leave each week. Lessons are from Monday to Saturday, with sports matches on Wednesday and Saturday afternoons. The Pre-Prep School operates on Monday – Friday only. Other staff work varied rotas, days and times depending on the department. Each term has at least two or more exeat weekends, which means that everyone has the weekend off.

Academic staff work term time (current dates available via School website) only, but are expected to work some days at the start and end for INSET training.

We have our own excellent catering facilities onsite and staff have access to tea, coffee, water and fruit. Dependent upon the hours worked, staff may also have breakfast, lunch and supper. Staff have access to IT and communications via our Intranet Site, our termly calendar, website and e-media display systems.

We are a no-smoking environment. The Health and Safety of our staff, pupils and visitors is paramount, and is something for which we all take responsibility.

Due to our rural location, three miles South of Andover, we can not easily be accessed by public transport, so most staff use their own transport. There is onsite parking although it is helpful if you avoid the parents' parking areas at peak times.

All staff are encouraged to get involved and be a part of the Farleigh community; benefits include using our indoor swimming pool, attending special events, concerts, plays, firework displays and much more.

Employment Package

The successful candidate will be offered a competitive salary package reflecting their experience and qualifications, based on the national scale with a Farleigh enhancement.

We are committed to recruiting and retaining the very best people and all new colleagues receive a full induction programme, followed by on-going professional development and support.

Wellbeing

There are many people within the school to whom staff can turn for support, help and guidance including the Head of Department, the Head of Year, a mentor, line manager or the HR Officer. However, we realise that sometimes, a member of staff may wish to talk to somebody outside of work. The School provides all staff with access to an Employee Assistance Programme (EAP) service which offers confidential, independent help and information.

Applications and Appointment Process

Applications must be submitted on the Farleigh School application form; CVs are not acceptable, although they may be provided to support the application form.

Particular attention should be focused on page five of the application form, where you should detail your skills and experience. This is key information that will determine whether you will be selected for interview. Applicants must also provide a full employment history as part of our safeguarding measures, and must explain any gaps in employment.

Please also include a covering letter when returning your application.

Applications may be submitted by email to hr@farleighschool.com or by post to Human Resources, Farleigh School, Red Rice, Andover, Hampshire SP11 7PW to arrive by the closing date.

Visits to the School can be arranged by contacting Human Resources on 01264 712863 or by email at hr@farleighschool.com.

Applicants for teaching roles within the School will normally follow an interview process involving:

- Teaching an observed lesson
- Tour of the School with the Deputy Head (Pastoral)
- Interview with the Headmaster, Deputy Head (Academic) and Head of Pre-Prep
- Meeting with the Director of Finance & Operations
- Meeting with the Director of Sport if applicable.

Farleigh School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Before commencing employment, all new staff must be willing to:

- undergo an enhanced DBS (formerly CRB) disclosure.
- Provide a minimum of two references, which should be current and/or recent professional referees, not friends or family members. All written references will also be followed up verbally. References will be taken up before interview.
- Provide original documentation to prove identity and qualifications at interview.
- Complete a medical questionnaire and if necessary undergo an examination.