

Information Pack
Applicants starting September 2018

The School
Terms of Service

CHARTERHOUSE

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The School

Charterhouse is a beautiful school and a wonderful place in which to live and work. Founded in 1611 it moved to its present magnificent 250 acre site near Godalming in Surrey in 1872. Few schools can offer such a splendid backdrop for teaching and learning, and the school community is very strong, with excellent relationships between pupils and staff. The Charterhouse education is so much more than just examinations – it is education that endures long after the examination results are due. We seek to prepare teenagers for adult life in terms of their personal development, their emotional health, their ability to cope with challenges and be adaptable to the new careers of the future that perhaps we cannot even image. The breadth and depth of boarding school life provides so much in this regard.

Aspire

'Aspire' is the name we have given to our ambitions for the future, and to the range of development initiatives this great School is already undertaking in order to support them. Our new Science and Mathematics Centre is already under construction and is due to open in September 2018.



The development of coeducation at Charterhouse is part of a progression within the School that will see us grow steadily in numbers to approximately 1,000 pupils. This carefully planned and coordinated growth will be as a result of the new places that will be created for girls – the number of boys' places will remain broadly the same.

Aspire signifies a commitment to push ourselves beyond the excellent education we provide today; it

is an alertness to the needs and opportunities of our world tomorrow, and of the profound importance that education plays in shaping it for the better.

Coeducation

Building on the success of our Sixth Form – where girls have flourished since 1971 – we are moving to full coeducation from the age of 13. We look forward to welcoming our first girls into the Fourth Form (Year 9) in September 2021, the year in which we will celebrate half a century of girls at Charterhouse. There will be girls in every year group from September 2023.

Becoming fully coeducational will involve some changes for the entire Charterhouse community. We believe that it will be a very positive development in terms of both academic education and extra-curricular activities.

We have all seen first-hand the benefits of coeducation in our Sixth Form, which is highly regarded by both boys and girls. We now want to extend those social, cultural and academic advantages to the whole community. With our move to coeducation, we aim to bring out the very best in all pupils, in all years.

Charterhouse's educational approach has stood the test of time. Younger girls will thrive, as do our boys and older girls, on our commitment to care, independent learning, pupil leadership, and both academic and extra-curricular challenge and breadth.

Our deep concern for each and every individual ensures that everyone, boy or girl, feels known and valued at Charterhouse. Naturally, in a fully coeducational school, we will ensure that every child will have male and female role models to look up to, and pastoral staff to talk to, as the boys and older girls have today.

In January 2018 we welcomed Dr Alex Peterken as the School's new Headmaster. As you would expect, he has been fully involved in shaping the move to coeducation. As a former Charterhouse Housemaster, Alex understands the ethos and culture of the School, and brings significant experience from leading the very successful coeducational Cheltenham College.

A Strategy for the Changing World

The world and the workplace are undergoing a transformation unusual in scale, scope and complexity. The next generation will need new levels of intellectual engagement, flexibility and individual resourcefulness.

The best preparation for this exciting future will be a first class education developed through girls and boys learning together as both partners and equals – just as they will work together as adults.



Curriculum

The curriculum follows the normal path to (I)GCSEs in the Fifth Form (Year 11), followed by a choice of CIE Pre-U courses or the IB Diploma Programme thereafter. We have high expectations of both pupils and teachers, and aim to stretch and challenge all our pupils, in many cases well beyond the demands of the syllabus. The university destinations of our leavers reflect both their abilities and the quality of the education we provide.

Boarding Principles

The aims of the School are supported by a boarding environment guided by the School's founding ethos of charity, principally expressed through courtesy, empathy, giving, kindness, self-regulation and tolerance. We encourage Carthusians to use their talents and energies to engage with the world: in their relationships with one another and the wider community; through Chapel worship; through the broad curriculum; and through their daily experience in House and School. We welcome the diverse backgrounds and experiences that members of the community bring to Charterhouse.

The boarding house is home to pupils for long periods of their lives which makes it particularly important to provide a safe, secure and happy environment where each individual's needs are met, their abilities and strengths are identified, and where they are given the support and space in which to flourish.

Members of staff attached to each House share responsibility for looking out for the interests of every boy and girl in the House, through tutorial duties and, for some, through undertaking duty nights. As

we develop our pastoral care provision there will be additional opportunities for staff who wish to be housemasters/housemistresses or resident tutors starting in September 2018. Tutors take a particular interest in the academic performance of their charges: they encourage intellectual curiosity and a positive work ethic.

In a boarding community, every individual bears a responsibility to set a positive example and provide guidance to others. We encourage older pupils to embrace opportunities to support younger pupils and to provide a voice for those who may feel unable to speak up. We encourage all pupils to recognise that leadership is a form of service to the community, is the duty of everyone, and is about more than holding a title.

We are looking for applicants with the enthusiasm and energy to make a significant and lasting contribution to the further development of the School, helping it to build on its many strengths and to consolidate its position at the forefront of independent education.



Brooke Hall

The teaching staff is known collectively as Brooke Hall, which is also the name of the building in which the Common Room is housed. Comprising some 120 academic colleagues and 20 senior support staff, Brooke Hall is a friendly, welcoming and intellectually stimulating community, keen to share its hospitality and knowledge with colleagues. Staff meet regularly during the working week, often over morning coffee or afternoon tea, and they also use the building for extended working space.

Home and School

There are three terms, known as Quarters, in the School year: Oration Quarter (OQ), Long Quarter (LQ) and Cricket Quarter (CQ). Mid-term Exeats are two weeks in OQ and one week in LQ and CQ. In addition, there are two Leave Weekends in OQ and one each in LQ and CQ when the School closes and all pupils go home or to their guardians. There are lessons on Saturday mornings and a programme of weekend activities and sporting fixtures. In addition, all the main School facilities such as Studio (Art), Technical Centre (DT), Computer Room and the Sports Centre are open as usual at the weekends.

Further information

School Website: www.charterhouse.org.uk

Most recent Independent Schools' Inspection Report:

https://charterhouseschool.fluencycms.co.uk/ISI-Inspection-Reports-2017

Boarding Inspection Reports: www.charterhouse.org.uk/BoardingInspectionReports



Terms of Service

Remuneration

Charterhouse has its own generous salary scale. The person appointed will be offered a position on it appropriate to qualifications and experience.

Working Hours

During school terms teachers work all school hours while the School is in session and at any other time (including during school holidays, at weekends and before and after the School's normal starting and finishing times) as may be necessary in the reasonable opinion of the Headmaster for the proper performance of their duties.

Holiday

Teachers are entitled to the statutory holiday entitlement under the Working Time Regulations 1998 which is to be taken during the school holidays. In addition, and subject always to the post-holder's duties and responsibilities, a teacher will not normally be required to work during normal school holidays. Public holidays occurring when the School is in session are working days.



Benefits of Service

The School has high expectations of its staff, and looks to reward them accordingly with beneficial conditions of service. Subject to any eligibility rules in place at the time, as a member of Brooke Hall, a teacher will be entitled to the following, in addition to salary and any special responsibility allowances that may be in place at the time:

Professional Development

There is an extensive induction programme for all new colleagues and on-going professional development is encouraged. There is also plenty of opportunity to take on additional responsibility.

Pension

Service with the School is pensionable under the Teachers' Pension Scheme, to which the individual and the School shall both make the appropriate contributions based on pensionable salary. If the individual chooses to opt out of the Teachers' Pension Scheme, they are required to notify the School. Contributions by the Governing Body towards a member of Brooke Hall's pension will be made only to the Teachers' Pension Scheme and not to any other scheme.

Accommodation

Where necessary, a teacher will have assigned to them appropriate unfurnished accommodation, either in the School or as near to it as possible. Occupation of School accommodation shall be on the terms set out in a Licence to Occupy, which the post holder will be required to sign. Staff accommodated in School property do so for the individual, better performance of their duties. This being so, they are expected to be wholly committed to the boarding ethos of the School and, in addition to specific House duties, to be on-call whenever they are in residence. On first appointment, a new member will be given whatever accommodation is available at the time, depending on needs, but there may be opportunities to move to other School accommodation as and when vacated. It is often not possible to make decisions about accommodation for occupation in September until about June.

Private Medical Insurance

The School shall provide the teacher with private medical insurance as the School may decide from time to time and subject to the terms and conditions applicable to any such insurance.

School Fees Remission

Fee concessions are granted at the absolute discretion of the Governing Body and are subject to amendment or withdrawal.

Removal Expenses on First Appointment

A teacher may claim reimbursement up to an approved maximum (for 2018/19 this is £2,000) in respect of validated expenses incurred when moving to Godalming to take up the appointment at Charterhouse.

Personal Accident Insurance

On commencing employment, a teacher will be insured by the Governing Body for compensation in the event of an accident or injury resulting in permanent physical disability or death.

Life Insurance

Through the TPS, the role receives a 3 x death in service death grant. The School provides a further 1 x life insurance cover through its own policy.

Cycle to Work Scheme

This is offered to all permanent staff with expected employment exceeding 1 year (salary sacrifice scheme).

Childcare Vouchers

This is offered to eligible staff (salary sacrifice scheme).

Wellbeing - Employee Assistance Programme ('EAP')

Life presents many challenges which often impact upon an individual's ability to lead a balanced and productive life, both at home and at work. In the workplace, there are many people to whom teachers can turn for support, help and guidance – including the Head of Department, School Chaplain, School counsellor, Human Resources team, the teacher's mentor – but sometimes teachers may want to talk outside of work. The School provides all staff with access to an EAP service that is designed to help staff talk through any worries and concerns they may be experiencing.

Selection Process for Candidates

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

- Interview with the Headmaster and Second Master
- Interview with the Deputy Headmaster (Academic) and the Head of Department or other senior academic
- Tour of the School with a pupil or member of the subject department
- An opportunity to meet teaching staff in Brooke Hall
- Teach up to 2 observed lessons, and
- Lunch in a boarding house with pupils (where the timing of the programme permits).

Expenses

Reasonable expenses will be met for those coming to interview. Candidates will be given a claim form and this should be returned to the Director of Human Resources who will make the necessary arrangements for reimbursement.

Applications should be emailed by the closing date stated in the Job Description to:

headmaster_hr@charterhouse.org.uk



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