



ST MARY'S SCHOOL ASCOT

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# APPOINTMENT OF A SPLD OR SEMH LEARNING SUPPORT TEACHER



# WELCOME TO ST MARY'S SCHOOL ASCOT

Welcome



Thank you for taking an interest in joining us at St Mary's School Ascot. Ours is a warm and caring community where we are passionate about bringing out the full potential of each of our 390 pupils. We are proud of the strength of our academic achievements and work tirelessly to build on our tradition of excellence both in and out of the classroom. As a full boarding school, we offer a wealth of co-curricular opportunities, meaning that life at St Mary's is vibrant, exciting and always good fun.

St Mary's offers a stimulating and fulfilling working environment. Our staff are talented, friendly, and absolutely dedicated to the work they do. They enjoy supporting each other, and take pride in helping us to provide the very best all-round education for the pupils in our care.

We know that the successful candidate will love working here. We look forward to hearing from you.

**Mrs Danuta Staunton**  
**Headmistress**





# THE VISION AND ETHOS OF OUR SCHOOL

**The school's Vision** is to provide a modern and holistic Catholic education of outstanding quality for young women to inspire and empower them to play their full part in the global community.

**The school's Ethos** to realise this Vision is:

- **Nurturing** in each pupil a sense of their own worth and talents by fostering their intellectual, spiritual and personal development.
- **Developing** in each pupil a love of learning and independent thought through a rigorous academic education.
- **Promoting** a strong sense of personal responsibility, kindness, cooperation and social justice founded in respect for the diverse needs of others in a global community.
- **Encouraging** each pupil to enjoy the full sacramental life and spiritual richness of the Catholic Church.
- **Fostering** a partnership between parents, school and the wider community.
- **Inspiring** in each pupil the confidence to collaborate and to lead through an enriching and fulfilling boarding experience.
- **Following** in the spirit of Mary Ward who cherished 'freedom of spirit, sincerity, and a cheerful disposition'.



# OUR KEY FEATURES

The Board of Governors defines the school through five features:

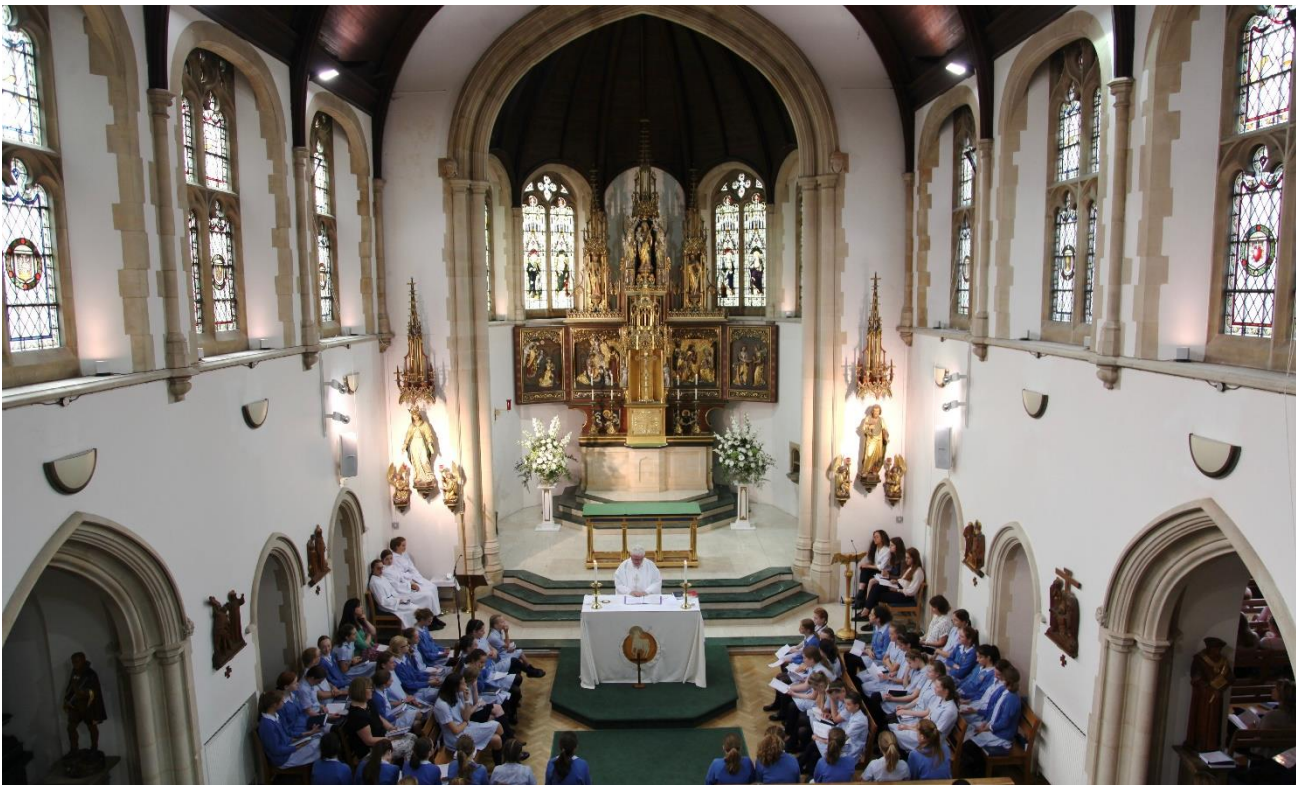
**A Roman Catholic school.** Over 97% of pupils and over 50% of staff are Roman Catholic. We have a full-time resident Catholic chaplain.

**A girls' school.** St Mary's puts the interest of girls first, allowing them to reach their full potential in all that they choose to do.

**A full boarding school.** Over 95% of our pupils are full termly boarders and the rest are day boarders. All staff contribute to the boarding life of the school.

**A relatively small school.** We are proud to be a small school which enables us to provide first class individual education and pastoral care to all our pupils.

**An academic school.** St Mary's has a strong record of academic excellence. In 2022, 80% of all A Levels were graded A\* or A and 87% of all GCSEs were graded 9 or 8. There are over 120 pupils in the Sixth Form all following A Level courses, and all are supported in their journeys into higher education, including Oxbridge.





## ABOUT THE SCHOOL

St Mary's is a leading Roman Catholic girls' boarding school set in 55 acres of beautiful grounds in the Berkshire countryside, a 45 minute journey from London, and a 20 minute walk from Ascot train station. The school was founded in 1885 by the Institute of the Blessed Virgin Mary, drawing on the inspiration of the Institute's foundress, Mary Ward, who dedicated her life to promoting girls' education across Europe in the 17th century. Mary Ward's belief, that 'women in time will come to do much', infuses the very fabric of St Mary's to this day.

St Mary's is a boarding school, with only a handful of day pupils who live nearby. The majority of our intake is at Years 7 and 9. Very few girls leave at the end of Year 11. The girls follow a full and challenging academic curriculum throughout the school day. In the afternoons and evenings and on weekends, they take advantage of a vast range of activities, including visiting speakers, academic support sessions, clubs and societies, sport and trips.

The school continues to invest in the development of first class facilities. These include a state-of-the-art performing arts centre, a purpose-built sports complex and all-weather athletics track, two libraries, a new pupil refectory, and most recently a sixth form boarding complex.

The Headmistress is a member of HMC (Headmasters' and Headmistresses' Conference), the GSA (Girls Schools Association), CISC (Catholic Independent Schools Conference) and the BSA (Boarding Schools Association).

For more information about the school, please visit our website: [www.st-marys-ascot.co.uk](http://www.st-marys-ascot.co.uk)



# ABOUT THE ROLE

St Mary's is seeking to appoint a SpLD or SEMH Learning Support teacher for September 2023..

## THE DEPARTMENT

The Learning Support department consists of three experienced members of staff including a Specialist Assessor.

## PERSON SPECIFICATION

The successful candidate will be an enthusiastic and committed individual who has had experience working with SEND pupils in years 7-13. They will have excellent communication skills and good judgment. Suitable qualification would include a SpLD or SEMH level 5 qualification or equivalent. However, suitable experience will be considered favourably.

The Line Manager for the Learning Support Teacher is the SENDCo.

## RESPONSIBILITIES

The responsibilities of the role include but are not limited to the following:

- develop and implement schemes of work and lesson plans that contain practical, interesting and contextual opportunities for learning;
- work in close co-operation with the pupils;
- liaise with the SENDCo, pastoral and teaching staff;
- strive to meet the individual needs of each pupil;
- develop knowledge of teaching pupils with SpLD, especially dyslexia and dyspraxia and/or SEMH;
- communicate with enthusiasm and promote Learning Support within the school;
- help with the organisation of Learning Support resources;
- keep accurate records in line with school policies;
- write efficient pupil reports;
- attend relevant courses in the interests of staff development;
- fulfil other duties as required by the Line Manager;
- attend any other out of school functions, training or duties as required by the Headmistress.

### Other duties:

This job description sets out the main duties of a SpLD/SEMH Learning Support Teacher. No job description can be fully comprehensive and a SpLD/SEMH Learning Support Teacher will be required to support the Headmistress in any work reasonably required to support the operation of the school.



## WORKING AT ST MARY'S

**A Catholic school.** Nearly all pupils and about 50% of the staff are Roman Catholic. It is not a requirement of this post that applicants should be Catholic but all staff at the school are expected to be sympathetic to the religious and boarding character of the school.

**Full-Time/Part-Time.** This is a part-time, term time appointment.

**Accommodation.** The post holder is not required to be resident on site and accommodation is not offered with this role.

**Salary.** The salary for this role will depend on experience.

**Working Days and Hours.** The SpLD/SEMH Learning Support Teacher will be required to work 2pm to 8pm on two days a week excluding Fridays during term time only.

**Additional Days.** The SpLD/SEMH Learning Support Teacher is required to attend one day of new staff INSET and a further six full days of INSET per year which are currently scheduled in the week before the start of each term. The SpLD/SEMH Learning Support Teacher is required to attend the school's annual Open Day which currently takes place on a Saturday during the summer term.

**Holidays.** Holidays must be taken during the school holidays and must not clash with INSET.

**Probationary Period.** The first year of employment is a probationary period and during the probationary period the notice period by both the post holder and the school is two months.

**Pension.** Teaching staff at St Mary's are enrolled onto the Teachers' Pension Scheme (TPS). In July 2022, the Board of Governors informed the teaching staff that it is not currently the intention of the Board of Governors to initiate a consultation on TPS.

**Meals.** Teachers are currently able to enjoy lunch and, for staff on duty, a supper meal in the staff refectory. This privilege is currently provided free of charge, but this is kept under review and the school reserves the right to change the arrangement.





## HOW TO APPLY

A short letter of application addressed to the Headmistress, Mrs Danuta Staunton, a completed application form and the names, addresses and telephone numbers of three referees (including the current or latest employer) should be sent to: [recruitment@st-marys-ascot.co.uk](mailto:recruitment@st-marys-ascot.co.uk)

Applications will be considered upon receipt.







## ST MARY'S SCHOOL ASCOT

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ST MARY'S ROAD, ASCOT, BERKSHIRE, SL5 9JF

TELEPHONE: +44 (0)1344 296600

WEB: [WWW.ST-MARYS-ASCOT.CO.UK](http://WWW.ST-MARYS-ASCOT.CO.UK)