



# Rossall

## Academic Staff Rossall Summer School



APPOINTMENT BRIEF

JANUARY 2019







## ABOUT ROSSALL SCHOOL

Our impressive campus of 160 acres on the picturesque Lancashire coast reflects the heritage of the school, with stunning period architecture at every turn. However, within our historic Grade II listed facade is a thriving school offering a world class education; Rossall is a school with a commitment to academic excellence backed by excellent facilities. It is a school where dedicated, professional staff, deliver a broad curriculum, provide the very best pastoral care and support and deliver an exciting and extensive extra-curricular programme to all our students, whether boarding or day, at all levels of the school.

We recognise that parents expect the best for their children; therefore we continue to invest significantly in our expansive campus to provide a modern, comfortable location where boys and girls from 2-18 years old will find a safe, yet stimulating environment with all they need to get the most from their time with us. After completing a major refurbishment of our boarding houses, the School has now embarked upon an ambitious development programme which has included the development of a Performing Arts Studio and state-of-the art multi million pound indoor Sports Centre. The strategic ambition of the School is reflected in its relentless focus on developing teaching and learning and its desire to become a centre of excellence for professional development. Our newly devised Leadership Academy and emphasis on CPD makes us an ideal School for those intent upon developing their careers into the future.

Popular with overseas and British pupils alike, our school has a unique identity and a strong sense of community spirit. Here, international boarders from around 40 countries mix with British pupils to create a campus where children develop a truly international perspective and forge lifelong friendships with others from around the world. We have recently become a 'Round Square' school, connecting us to a network of 150 like-minded schools across the globe.

We strive to develop in our pupils a lifelong love of learning, a sense of responsibility and personal integrity. Ours is a community based on trust, mutual respect and compassion, and we expect every member of our school to uphold these values, on and off the campus.

Rossall is an inspiring place to live, learn and work; we are fortunate to attract fantastic students and staff to join us on our beautiful campus by the sea.



## MEET THE ROSSALL TEAM

### ROSSALL'S LEADERSHIP EXECUTIVES

Leading the school is Headmaster, Mr Jeremy Quartermain, and four fellow Leadership Executives. They are joined by another five members of staff on the extended Senior Leadership Team.



Mr Jeremy Quartermain  
*Headmaster*



Mrs Emma Sanderson  
*Bursar*



Mr Robert Robinson  
*Deputy Head*



Mrs Gillian Pryor  
*Deputy Head (Academic)*



Mrs Katie Lee  
*Head of Juniors, Infants  
& Nursery*

# ROSSALL SUMMER SCHOOL

Rossall Summer School is an intensive language programme combined with general activities, specialised skills and cultural experiences.

Our Summer School is designed to appeal to boys and girls from all over the world, running throughout the summer holidays on our stunning coastal campus, where they have plenty of space to learn and explore.

Careful consideration is given to ensure that all communication during the student's time here at Rossall Summer School is in English. With this in mind, we try our best, where possible, to recruit a good balance of nationalities into our Summer School.

Our international students will also have the opportunity to mix with English students at meal times and during evening activities on occasion when our non-residential courses are running.

In 2017, we launched a brand new initiative, offering three specialised skills weeks to our students. Following the success of these skills, and expanding to eight in 2019, we are offering students in 2019 the opportunity to choose from fourteen different specialised skills weeks (two per week, alongside English tuition).

Those who decide not to choose a specialised skill can enjoy a fun packed programme of creative activities and sports.

Rossall Summer School utilises the school's extensive facilities, allowing us to offer a varied programme to suit everyone.

In 2019, we are also introducing our Junior Summer School Programme for pupils aged 8 to 11.

# **ACADEMIC STAFF**

## **JOB DESCRIPTION**

### **Reporting**

The role reports to the Academic Leader of Rossall Summer School, and in turn the Director of Summer School.

### **Job Purpose**

To engage the students in enjoyable productive language lessons to improve their English and to be involved in some of the extra-curricular activities and excursions thereby contributing to an exciting all round experience for the students each week.

### **Overview**

The aim of our Summer School is to provide students aged 8-17 – through Junior and Senior programmes – with a high quality course in English and may be suitable as preparation for subsequent entry into Rossall School or another British boarding school. Furthermore, the activities allow pupils to enjoy their summer and make new friends whilst learning English in a more relaxed environment.

Rossall strives to give students an educational, culturally enriching and memorable experience.

Students are cared for in a safe environment with strong pastoral care. Students' leisure time is constructively planned to allow participation in a daily sports programme, evening activities and weekend excursions.

The rules, boarding and ethos of the school are in line with those of Rossall School.

## Duties and Responsibilities

### *Key duties*

- To be a positive and enthusiastic presence on campus, interacting with students and generally working to enhance their stay in the UK.
- EFL Teachers will be expected to teach twenty classroom hours per week. There are four lessons per day. The first two lessons focus on grammar and writing, reading and listening. The third lesson is focused on speaking to develop confidence and fluency. The fourth lesson is project work. All of the lessons are based around a syllabus, which is divided into weeks. Each week is based around a theme and we have a wide range of current resources available for teachers to draw from.
- Teachers will be asked to provide pastoral care for the students overnight and least one night per week on a duty rota basis
- Insist on acceptable standards of behaviour as expressed by the school rules and bring all
- Earn the respect of all students by treating everyone equally and fairly.

### *General duties and administration*

- To undertake other duties commensurate with the responsibility as Academic Staff
- Insist on acceptable standards of behaviour as expressed by the school rules and bring all cases of unacceptable behaviour to the attention of the Academic Leader.
- Earn the respect of all students by treating everyone equally and fairly. Staff will be addressed formally by Title and Name.
- Insist that English is spoken in all public areas and encourage students to mix with people from different nationalities.
- To support with meal duties and eating at tables with the students.
- To promote the value of progressing into Rossall School.
- Attend the induction days on Thursday 4<sup>th</sup> and Friday 5<sup>th</sup> July, and staff meetings during the period of employment as required.



## PERSON SPECIFICATION

The post holder should have recent relevant experience, a friendly disposition and a genuine interest in overseas students and/or children.

### *Essential*

- A CELTA/DELTA or equivalent qualification
- Experience of teaching overseas children
- Native or native level English speaker
- Be available to work for at least 4 weeks between 6<sup>th</sup> July and 31<sup>st</sup> August 2019 (preferably all 8 weeks)
- Enthusiastic and positive about the role
- Willingness to be involved in activities, excursions and overnight duties

### *Desirable*

- PGCE or equivalent
- Experience of working in British Council schools and/or British Council inspections
- Ability to speak an additional language
- Excellent communication skills
- Able to work both as individual and part of a team
- Good sense of humour
- Energetic and quick to learn
- Computer literate
- First aid qualification
- Have a full UK driving licence and ideally own a car
- Be able to drive a mini bus or be willing to undertake the school MIDAS test

Essential requirements are those without which an applicant may not normally be considered for appointment.



## BENEFITS OF SERVICE

The position is for the duration of July and August (4<sup>th</sup> July – 31<sup>st</sup> August). The salary will be £500 per week.

In addition to providing a great place to work, we offer a generous package to Summer School colleagues, which includes:

- Accommodation on site.
- Free breakfast, lunch and dinner and refreshments.
- Free parking on site.
- Free use of the School swimming pool and gymnasium.
- Uniform.

## APPLICATION PROCESS

To apply, please complete the application form available on the School website. Please ensure that your referees include your current or most recent employer.

Send your application, with a covering letter, to:

**POST:**

Mrs Stephanie Capstick  
Human Resources Manager  
Rossall School  
Broadway  
Fleetwood  
Lancashire  
FY7 8JW

**EMAIL:**

hr@rossall.org.uk

**CLOSING DATE:**

Noon on Thursday 17<sup>th</sup> January 2019

*Rossall School is committed to safeguarding and promoting the welfare of children.  
An enhanced Disclosure Barring Service clearance will be undertaken by the School.*



Rossall School, Broadway, Fleetwood, Lancashire, FY7 8JW  
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[www.rossall.org.uk](http://www.rossall.org.uk)