



KING'S COLLEGE SCHOOL
WIMBLEDON



CONTINGENT COMMANDER

Information for prospective staff



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THE ROLE

THE CCF AT KING'S

The CCF at King's forms an integral part of the co-curricular life of the school. The CCF at King's has a long and distinguished history and currently has a volunteer cadet body of over 150. The Contingent parade weekly on Friday afternoons during term time and offer a wide range of activities to the cadets over weekends and in the school holidays.

THE ROLE

Reporting to: The Deputy Head via the Director of Co-curricular education

The Contingent Commander, working alongside the SSI, is responsible for the safe, efficient and effective running of the CCF Contingent, including leadership and development of the CCF, ensuring that each pupil is positively encouraged to develop their potential to the full. The core purpose of this post is to manage and develop the school's CCF, assist with the running and organisation of the contingent and to participate fully in CCF activities.

The position is offered on a part-time basis. It is anticipated that CCF duties would be completed alongside the teaching of your chosen subject area. Depending on the experience of the candidate, and the needs of the school, it may be possible to combine this role with departmental teaching to create a full-time role.

The Contingent Commander is supported by a full-time School Staff Instructor (SSI), who will oversee all

stores, equipment, security, weapons maintenance and administration.

Specific responsibilities include:

- Overseeing the organisation of the regular CCF activity and chair CCF meetings
- Overseeing arrangements for all exercises, camps and training days
- Overseeing the Training Programme and ensure that all pupils are actively engaged according to School and MoD policy
- Line management of the SSI and CFAVs
- Reporting on CCF events for School publications and website
- Maintaining the overall discipline of cadets while undertaking training
- Ensuring that all suitable safety and control measures are in place covering legal compliance, in areas such as: health & safety; fire risk assessments; testing of staff and ensuring qualifications held are in date and current
- Accounting for, securing and maintaining MOD issued loan equipment in accordance with appropriate MOD rules and national legislation
- Ensuring that the MOD's inspection and assurance requirements are met
- Keeping staff and parents informed of activities in which pupils are engaged
- Overseeing all budgets for CCF, including preparation of accounts for audit
- Overseeing CCF nominations for National Courses and training Responsibility for all CCF awards and ceremonial commitments for the School



THE PERSON

Person Specification

Essential:

- Experience of working in a secondary school
- A thorough understanding of the risk to life activities being undertaken by all parts of the contingent
- Experience of planning, prioritising and organising resources
- Strong communication skills with the ability to develop and maintain effective professional working relationships and networks with a wide range of stakeholders and use these relationships to improve service effectiveness and deliver outcomes
- Confidence and the ability to promote high professional standards within the CCF team

Applications will be strengthened by any of the following qualifications:

- AT, particularly ML and experience of Duke of Edinburgh expeditions
- SAA instructor; and range management qualifications
- Qualified ECO; Range Qualifications; AA Instruction Qualifications; AT Qualifications
- KGVI Course (or equivalent) qualification in planning and running exercises



APPLICATION PROCESS

To apply for this role, please register your details online via our website www.kcs.org.uk (under useful information / career opportunities). Once you have registered your details with us, you can apply for vacancies by logging into the candidate area using your email address and chosen password. Please include a covering letter to Dr Anne Cotton, Head.

Closing date: Thursday 2nd March 2023 at 9am

Interviews: Thursday 9th March 2023

Interviews may be staged and we may choose to appoint at any time during the application process.

PLEASE NOTE:

This job description is indicative of the nature and level of responsibilities associated with this post. It is not intended to be exhaustive, other tasks and responsibilities may be allocated as necessary from time to time.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.



THE SCHOOL

King's College School is an independent day school for boys aged 7-18 and girls aged 16-18. Founded in 1829 by Royal Charter, King's is a school of almost 1,500 pupils, including approximately 300 boys in the junior school, located in one of the most attractive and peaceful parts of London. There are over 240 staff in the two common rooms and approximately 160 non-teaching staff.

King's prides itself on being a forward-thinking and innovative school. As well as being a very successful International Baccalaureate school, we offer pupils the opportunity to study from a wide A level curriculum and to engage with our family of schools abroad. We accept boys at the age of 11 into year 7 of the senior school from both primary and prep schools, as well as our own junior school. We also continue to offer the 13+ entry into our fourth form (year 9), and around 60 girls join the school each year at 16 to study in our sixth form. A £50m master plan was recently completed that has renewed and replaced major facilities across the campus.

At King's, colleagues, parents, and pupils work together in a warm and supportive atmosphere to help every child achieve their full potential. We are committed to creating an inclusive culture where every member of our community has the right to be known and respected as their authentic self, and the experiences of all pupils are as positive as they can be. We have a director of equality, diversity and inclusivity who spearheads our equality and inclusion agenda in all its forms.

Academically, King's is consistently placed within the top five schools in national league tables. In 2022 (the most recent year when exams have taken place), 68% of all sixth form

grades were awarded A* at A level or 7 at IB Higher Level and over 90% of all GCSEs were graded 9/8 (A* equivalent). Over 300 boys and girls have won places at Oxbridge in the last seven years, with over 90% of pupils achieving their first choice university offer.

Our approach at all levels encourages pupils to look beyond academic excellence, as the vibrant success of our drama, music and games departments indicates. We are fully committed to the CCF, the DofE Award Scheme, and partnership work with over 30 local maintained schools, encompassing community projects involving large numbers of King's pupils on Friday afternoons.

King's has a history of enabling bright young minds from every background to access the school, and financial assistance of up to 100% of tuition fees and up to 100% of other costs is available. Admitting boys aged 11 directly into the senior school since September 2016 has afforded access from a wider range of family backgrounds and we have raised significant bursary funds to support the 11+ senior school entry, which includes income from our sister and partner schools in China, Bangkok and Monaco.

Alumni of the school include poet and painter Dante Gabriel Rossetti, actors Khalid Abdalla and Ben Barnes, theatre director Christopher Luscombe, musicians Marcus Mumford (Mumford & Sons) and Dan Smith (Bastille), and policy advisor Devina Banerjee who was awarded an MBE recently for her work in the UK Vaccine Task Force.



WORKING AT KING'S

The common room at King's is a vibrant, welcoming and energetic community. There is an atmosphere of kindness, cooperation and trust. There is a "can-do" attitude amongst the staff body, coupled with high levels of emotional intelligence, good humour and mutual support. Our staff believe that King's truly is an excellent place to work, epitomised by the results of our 2018 teaching staff survey in which 100% of staff stated that they enjoyed their job.

Colleagues at King's maintain high professional standards. All attend a weekly briefing on a Monday and there are regular after school INSET and staff meetings. It is the general expectation that all staff are present for open day (September) and either the 11+ entrance examination or 16+ which take place on Saturdays. Many staff also spend evenings and weekends to take clubs, societies and sports teams.

We run a bespoke programme for unqualified teachers which leads, in year two, to QTS via ISTIP. We offer full support for all Early Career Teachers, at whatever stage of their career. For our more experienced colleagues we run the King's Teaching and Learning Programme (KTLP). Based on the latest research and insight in education and leadership, any member of staff at King's (teaching and support) can follow bespoke pathways in advanced teaching; academic, pastoral or staff leadership; and courses in

general management. In September 2022 we will be launching a new senior leadership pathway.

Whilst there are high expectations of teaching staff, all members of the community receive rewards for their efforts:

- Salary well above London and national averages
- Automatic enrolment into the Teachers' Pension Scheme
- Health care provision
- Free gym membership
- Free lunch, tea, coffee
- A Surface Book
- Shuttle buses from Wimbledon station
- Fee remission (for children of staff members who meet the academic criteria) pro rata



INCLUSION AT KING'S

At King's we are committed to creating an inclusive culture where every member of our community has the right to be known and respected as their authentic self, regardless of race, ethnicity, religion, gender, sexual orientation or disability. This inclusive approach will be genuinely upheld if day by day each of us helps to create a compassionate and supportive environment, one in which each individual feels valued, able to be themselves and are free from any form of intimidation. We do not accept any form of discrimination and will demonstrate this in our behaviours, in the way that we view and treat others and the way that we challenge inequality and discrimination as active and supportive bystanders and allies.

We recognise that discrimination, inequality and exclusion are an issue at all levels in society, and that all institutions must proactively strive to address these issues. To do this, all members of our community recognise that we are responsible for our words and actions. We understand that we are all on a journey and will learn from our mistakes. If conversations are uncomfortable, we will enter them with kindness and an open mind. We celebrate diversity and seek to learn from experiences and perspectives which are not our own. We call out behaviour which is unkind, discriminatory or disrespectful. We understand that all forms of behaviour, whether in person, at school, or in the

virtual world, should be compassionate and rooted in kindness, civility and respect. We appreciate that each member of our community has different circumstances and we endeavour to allocate the resources and opportunities needed to help everyone to thrive and feel a strong sense of belonging.

Further information about equality, diversity and inclusivity at King's is available on our website at <https://www.kcs.org.uk/equality-diversity-and-inclusivity-at-kings>

King's College School is fully committed to the principles of equality, diversity and inclusivity in its recruitment of teaching and support staff.

WORKING AT KING'S - STAFF PROFILES



"When I started at King's, I was immediately struck by how warm and inviting the people are. Academic excellence takes place within the context of all-round personal development and the pastoral system is first class. Our boys and girls are bright, inquisitive and aspirational, but they also understand the importance of contributing not only to lessons, but also to the wider community. Professional development at the school is outstanding: in the past three years, I have taken on many additional responsibilities and staff are encouraged and supported to go on training courses. Here is a school where pupils and staff are empowered on a daily basis."

- Mr Etienne
Deputy Head of Education (Overseas Schools)
Teacher of French



"With my third year at King's drawing to a close, I am still struck by the high pace, energy and supportive atmosphere of this remarkable school. Undertaking the Initial Teacher Training qualification a few years' ago alongside my busy teaching timetable and co-curricular commitments was challenging, but highly stimulating. The opportunity to receive and act upon regular advice from colleagues and external practitioners has proven invaluable. I am enormously proud to be part of the King's community and look forward to the challenges ahead."

- Miss Garnett
Head of A Level
UCAS Team Member
Teacher of Classics



"Although I already had a job offer from a lovely school outside London, what attracted me to King's was the formidable reputation of its Chemistry department and the sense that this was a school that really valued its co-curricular activities. I have not been disappointed. For 36 years I have taught bright and engaged pupils in excellent science facilities, and have played a full part in the CCF and DofE programme. I have loved every minute of it."

- Mr Mitchell
Teacher of Chemistry



"Prior to joining King's I had not stayed at any school longer than 3 years; 14 years later and I am still here. King's is by far the best school and environment I have ever worked at. Everyone from pupils to teaching staff are kind, welcoming and above all else they all look out for one another. I have learnt how to be a good teacher and leader at King's and been given opportunities to further develop my career others can only dream of. I love being a part of this community."

- Miss Ramgoolam
Director of Public Occasions



LIVING AND WORKING IN WIMBLEDON

Wimbledon is famous for its annual Grand Slam tennis tournament, but that is not the only thing that makes living and working in Wimbledon an attractive proposition.

The area is one of the safest parts of London and provides a wonderful mix of town and Village life. The streets are bustling and lined with bars, restaurants and shops. The charming children's Polka Theatre is situated in the centre of Wimbledon and a new stadium for AFC Wimbledon has recently opened just a short drive away. King's is located on the edge of Wimbledon Common, at the beginning of one of the largest areas of green, recreational space in the whole of London. The Common, which extends to Richmond Park, is home to a 19th century windmill and an Iron Age fort.

One of the best things about working in Wimbledon is its connectivity. Wimbledon station is located in zone 3, approximately 10 minutes from Clapham Junction and 20 minutes from London Waterloo. There are regular trains to numerous destinations, including Kingston, Epsom and Richmond. Wimbledon can also be reached by tube, via the District line, and by tram, which connects to places such as Croydon and Beckenham. King's is also in a convenient location for road users, with its proximity to the A3 providing an excellent link to the M25.

Although property prices are high in and around Wimbledon Village, there are affordable options a little further away. Many staff choose to live in Central and South Wimbledon or Raynes Park, which is a 15 minute walk from King's. Other nearby options include Motspur Park, Worcester Park, Clapham, Tooting and Earlsfield but plenty of colleagues prefer to commute from Surrey, where Esher, Epsom and Ashstead are popular choices.

