



INFORMATION  
FOR CANDIDATES

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*“For me, school was not solely focused on achieving great results. It was having a support network (staff, pupils and fantastic facilities) that inspired me in so many other ways. The College showed me that learning comes in many forms and shaped me personally: this will be with me forever”*

**An ex-pupil (Old Stortfordian)**

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Founded in  
1868



High quality  
teaching



Small class  
sizes



Worldwide trips  
and expeditions



Community like  
no other

**THE  
GOOD  
SCHOOLS  
GUIDE**

“A concerted effort to improve results through academic rigour, targeting and ‘working smarter’ has paid off – now among top 20 UK co-ed independent schools. Without five centuries of history to draw on, Bishop’s Stortford College isn’t widely known, but is among the generation of schools founded in the Victorian era that are quietly succeeding.”

**The Good Schools Guide**



**Our mission is to **build confidence for life**. Our College is a wonderful place of learning – a place large enough to provide an outstanding range of opportunities for developing well-rounded, skilful and happy young people, yet small enough for each individual to be nurtured.**

We have the time and space and, above all, the commitment, to discover and develop the potential within children, wherever their talents lie. As a day and boarding school for 4-18 year olds, with boarding starting from the age of 7, we cater for boys and girls of different ages within the family and for the individual needs of different families.

At the heart of the College, are people. It is the energy and imagination of College staff, and their enthusiasm to go that extra mile, which creates the opportunities, experiences and very special atmosphere that our pupils enjoy and adds immeasurable value to the education we provide.

Breadth of experience is naturally woven into daily life. Our pupils can, and do, pursue high academic standards whilst enjoying, and succeeding in, many other interests. Our love of life and learning enables pupils to grow into well-rounded, skilful, caring and confident people, equipped and ready for the adventures and opportunities life has to offer.

Following substantial investment, in 2017 we opened a new day house and three new boarding and day houses which means we are now able to offer boys and girls, state of the art, en-suite boarding accommodation with the very latest in modern facilities. They are something we are enormously proud of.





Bishop's Stortford College employs circa **320** teachers, professional, support and technical staff. Together, these employees work as a community with a shared aim; to provide **exceptional opportunities** for their pupils.

## BENEFITS OF SERVICE

The College offer a range of benefits that include:

- **Pension and salary** - The College offers generous salaries and all staff are eligible to join the College Pension Scheme. There is an onsite Pensions Advisor who will help you decide what is the best scheme for you.
- **30 days annual leave (Pro rata)** - We think balancing work and personal life is important, which is why all 52 week staff enjoy thirty days holiday from their first day of employment.
- **Life insurance** - Employees who have joined the College Pension Scheme, will also receive life insurance. This means that if the worst happened, your family may be eligible to receive a lump sum based on your salary.
- **College fees discount** - Staff children, who meet the college's entry criteria, may be eligible for school fee remission in accordance with the College's policy.
- **Complimentary Lunch** - Our dining hall is open to all staff during term time lunchtimes, and they can eat in or take away a delicious selection of hot and cold food.
- **College Gym, Swimming Pool and Library Membership** - As an employee of the College, you will enjoy access to a range of facilities, including our state of the art gym, swimming pool and beautiful libraries.
- **Cycle to Work Scheme** - The College provides access to enable you to purchase a bike and cycling equipment in a salary sacrifice scheme
- **Parking onsite** - The College has ample parking for staff to use. Employees are given a parking permit during their induction.
- **Family Friendly** - The College run enhanced maternity, paternity and family friendly schemes and will always consider requests for flexible working.
- **Employee Assistance Program** - Our Employee Assistance Program gives all employees access to a 24-hour helpline, for all personal and work problems that might come up. If needed, up to 6 counselling sessions can be provided as part of this.



# PROFESSIONAL AND PERSONAL DEVELOPMENT

Bishop's Stortford College fully supports continuing professional development for all teaching and professional services staff. Staff have access to in-house and externally provided training, conferences and events. All staff have an annual review with their manager or Head of Department where areas for ongoing and future development are discussed. The College also has a generous annual training budget and teaching staff are able to apply to access a fund to undertake research, related to their discipline, that is of benefit to the wider school community.



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*“Overall the school has a lovely family feeling about it.”*

- Parent

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- 3 schools in 1 offering day and boarding education to 4 - 18 years old boys and girls
- Continuous Personal Development available to all staff
- Commitment to staff and pupil welfare
- Consistently ranked in the top 100 independent schools and in the top 20 co-ed independent boarding schools in the UK
- One of the largest employers in the Bishop's Stortford area



# OUR ENVIRONMENT

Our 100+ acre site, is located to the west of Bishop's Stortford town, and blends stunning original Arts & Crafts architecture with creative, innovative, modern learning spaces and exceptional boarding facilities. Walk through the College and you will see how our three schools, superb grounds, sports facilities, and boarding houses, provide the perfect environment for facilitating extraordinary opportunity for development of creative and critical thinkers,

enabling us to achieve our goal of building confidence for life for our pupils. Staff have access to a large common room and resource rooms. Our dedicated staff kitchens always have complimentary tea and coffee available and a hot or cold lunch is provided throughout term time. Staff make full use of the facilities available on campus, and regularly enjoy school and social events. Their commitment to extra-curricular activities ensures lunchtime and after school clubs are popular too.



## WORKING IN BISHOP'S STORTFORD

Bishop's Stortford is a historic market town in Hertfordshire, just west of the M11 motorway on the county boundary with Essex. It is situated between two cities; 23 miles north is the city of Cambridge and 27 miles south is central London. This central location means that the town is well connected to the rest of the UK via both road and rail network, and also internationally with Stansted Airport under 5 miles away, and other London airports

within easy access. In addition to a large number of staff who choose to live in the town or within Hertfordshire, staff easily commute to the College from London and neighbouring counties, such as Cambridgeshire, Middlesex, Essex, Bedfordshire and Suffolk. There are a number of local estate agents who can provide advice and guidance, including: Intercounty [www.intercounty.co.uk](http://www.intercounty.co.uk) and Savills [www.savills.com](http://www.savills.com).



## HOW TO FIND US

The College is known locally for its stunning Arts & Crafts architecture, adorning the historic streets of Bishop's Stortford. Many onlookers do not realise the vastness of the 100+ acre site that lives behind its elegant facade. All visitors to the School are asked to report to the main reception.

**By Rail:** The nearest mainline station is **Bishop's Stortford** (5 minutes by taxi to/from the school) with regular service connections to London, Cambridge, and Stansted Airport.

Taxis are available for hire outside the main entrance of Bishop's Stortford Railway Station and a bus services is available.

The College is also within 20 minutes' walk of the station.

**By Bus:** There are several bus routes which serve the College; **311, 386, 509** and **510**.

**By Road:** Use either the following postcodes or  what3words to find us.

For **Pre-Prep** please use: CM23 4BT  
 dusty.linen.leap

For **Prep** please use: CM23 2PH  
 span.think.dices

For **Main Reception** use: CM23 2PQ  
 salsa.tunnel.vote



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## HERE'S WHAT SOME OF OUR EMPLOYEES HAVE SAID ABOUT WORKING AT THE COLLEGE...

*“There is lots of history and pride, everyone is either proud to work here or be taught here.”*

*“You have the space and ability to draw on your own character and strength within the College. Staff are supportive and helpful and there is great communication.”*

*“We are a close-knit team who help one other.”*

*“Lovely place, fantastic work environment and a beautiful place to come every day. I never wake up dreading school!”*

*“At Bishop’s Stortford College, there is a willingness to help each other and a shared commitment to helping pupils.”*

*“Bishop’s Stortford College is a community.”*

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## HOW TO APPLY

All current vacancies can be found on our website: [www.bishopsstortfordcollege.org](http://www.bishopsstortfordcollege.org) where you can find the details of specific roles and how to apply for them.

Please note that we do not accept speculative applications.

Bishop’s Stortford College is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

Thank you for considering us, we look forward to hearing from you soon.