



**HURTWOOD
HOUSE**



INFORMATION PACK

WELCOME

ABOUT HURTWOOD

Hurtwood House is an independent school specialising in the sixth form; our unique blend of the creative and academic prepares students for university and life beyond.

We have an academic record of which we are truly proud, with over 20 subjects being studied at A Level, all achieving strong results with our mixed ability intake. We are able to achieve this success because we invest in subject specialists, prioritise teaching and learning above all else and spend time creating partnerships between teachers and students out of which grow professional satisfaction and academic success.

The other defining feature of Hurtwood House is its creativity. We are a centre of excellence for the performing and creative arts, providing outstanding opportunities for the aspiring actor, singer, artist, fashion designer, composer and film maker, both in the A Level courses and in specially arranged and professionally organised activities. These include our Acting and Dance Companies, Art Master Classes, Film Academy, our concerts and our drama productions.

This culture of creativity, originality and professionalism permeates the school and, because it is important to us that we provide a complete and broad education, we put a great deal of emphasis on personal development, preparing our students for university and, more importantly, the challenges of life beyond.

Hurtwood House is one of England's most exciting and successful schools – driven by academic excellence and a passion for creativity.



HE ADVISER

Hurtwood House is looking for an energetic, ambitious and highly organised HE Adviser to join our thriving University Advice and Applications team.

This is an exciting opportunity to play a central role in shaping students' futures at one of the UK's most distinctive and successful sixth-form schools. You will guide and inspire students as they explore their next steps, helping them make confident, well-informed choices and present the strongest possible applications.

Hurtwood students' progress to an exceptionally broad range of destinations. While the majority move on to higher or further education, applications span Oxbridge and Medicine, Russell Group universities, art, drama and dance schools, and specialist courses in the UK and overseas. Each year, a significant number of students apply to universities across the USA, Europe and Asia.

You will bring up-to-date knowledge of higher education, UCAS and alternative progression routes, alongside the confidence and initiative to advise students, parents and colleagues. You will coordinate applications and references, support students in developing outstanding personal statements, and help ensure that every student finds a destination suited to their individual talents, aspirations and potential.

The University Advice and Applications service is at the heart of the Hurtwood experience. Our structured programme begins in the Spring term of A1 and continues throughout students' time at the school, offering personalised support at every stage of the application journey.

Recent outcomes reflect the scale and impact of this work. In 2026, 89% gained their firm-choice destination and a significant number of students progressed to Russell Group universities. 17 students secured places at highly competitive drama and dance schools, including foundation, integrated foundation and technical courses. Our students also progressed to leading universities and specialist performing arts institutions in the USA and Europe.

Hurtwood is a vibrant, creative and ambitious community, with a flexible admissions policy and a diverse, mixed-ability intake. Many of our students are studying and writing in their second language, yet the school consistently achieves outstanding outcomes, including 56% of A-level grades at A* to A.

The post is for up to 37 weeks per year, comprising 35 term-time weeks and the equivalent of two non-term-time weeks.



FUTURES SUPPORT AT A GLANCE

A1 YEAR

A LEVEL CHOICES

We are here to help you make informed decisions about your A Level Programme and which courses suit your careers aspirations.

CAREERS AND HE TALKS

Throughout the Autumn Term we run a series of talks from admissions staff and former students. We also host The University Guys International Roadshow

LAH: MAKING CHOICES FOR THE FUTURE EVENT

At the start of the Spring Term you will attend a full day workshop which introduces you to the wide range of options post-Hurtwood. By registering on Unifrog you will be able to make well-informed decisions.

INDIVIDUAL MEETINGS

We meet you individually during the Spring Term to find out what plans you have and to establish your interests and strengths.

SPECIALIST SUPPORT

OXBRIDGE & BEST

Academic enrichment and taking part in supercurricular activities are essential to demonstrate interest in a chosen subject. You will be encouraged to join advanced discussion groups and stretch and challenge yourself beyond the curriculum.

ENTRANCE TESTS

To apply to Oxford or Cambridge or for Medicine, Law or Mathematics you may be required to take admissions tests. UCL has also introduced testing for many courses for 2027. Preparation for admissions tests will start in the Summer Term.

CAREERS GUIDANCE

We will support you with sourcing opportunities, completing applications and preparing for assessment centres and interviews for school leaver programmes, apprenticeship schemes and entering the work place

USA APPLICATION PREPARATION PROGRAMME

During the Spring and Summer terms we offer a weekly USA Applications Preparation Programme with input from USA Admissions staff. We cover college search, demonstrated interest, extra curricular, essays, SAT/ACT and much more.

PLATFORM

Hurtwood's Performing Arts Progressions Programme is a specialist pathway for students intending to pursue vocational training in the performing arts after Hurtwood, including drama school and courses in acting, musical theatre, dance or technical theatre

MEDICAL/VET SOCIETY

A medical discussion group to explore topical issues.

LAH - PREPARING FOR THE WORKPLACE EVENT

You will enjoy a full-day conference at the start of the Summer Term covering work experience, internships, interview techniques, C.V.s, apprenticeships, networking, presentation and communication skills.

INDIVIDUAL MEETINGS

Individual meetings continue throughout the summer term. We also encourage you to complete work experience (either virtual or in person) and engage with summer schools and outreach opportunities

LAH - HIGHER EDUCATION FAIR

In the Summer Term we are joined for the day by institutions from the UK and overseas.



BEGINNING YOUR APPLICATION

Once the application systems open we help you to register an account and host sessions to help you begin crafting a personal statement/application essay.

OPEN DAYS

Universities will be hosting open days throughout the year. This is your opportunity to get a real sense of the campus / location.



DRIVEN BY ACADEMIC EXCELLENCE...



A2 YEAR



INDIVIDUAL MEETINGS

We meet you individually during the Autumn Term to help you with your statement, finalise choices and complete your application

CAREERS AND HE TALKS

Throughout the Autumn Term we run a series of talks from admissions staff and former students. We also host The University Guys International Roadshow

LAH: PERSONAL STATEMENTS

Working alongside your assigned advisor you will hone a personal statement which details your interest in your chosen subject

LAH: COMPLETING YOUR APPLICATION

With guidance along the way you will complete your UCAS form or USA Common Application. We will also help you complete the forms for Art Foundation, Drama school and any overseas institutions.

ENTRANCE TESTS

All entrance tests are now online and taken off campus at a test centre. Students will need to book their own entrance tests and we will support you with this.

INTERVIEW PRACTICE

From the moment you submit your application you might be invited to an interview. With feedback from students stretching a number of years we will be able to help you prepare for this event.

RECEIVING DECISIONS

If you apply before the equal consideration deadline in January you should receive all of your decisions back by mid May (hopefully earlier). Universities receive thousands of applications and some start making decisions straight away so apply early!

LAH: MAKING YOUR CHOICES

Once all the decisions have been made by the universities it is time for you to choose where you want to be for the next few years. We will help you make informed decisions at this important stage in your school career.

PREPARING TO LEAVE

Whether you need to apply for funding, select accommodation, submit official documentation, produce a CV or any of the myriad of tasks that may crop up this term, we are here to help you

... AND A PASSION FOR CREATIVITY



JOINING HURTWOOD

Joining the Hurtwood community offers opportunities to:

- **WORK** with enthusiastic and well-motivated students in small, well-resourced classes
- **BECOME** part of a committed and professional teaching team in a friendly and supportive atmosphere
- **EXPERIENCE** the benefits of a coeducational boarding environment, with a strong pastoral ethos and students from many different national backgrounds
- **DEVELOP** your career in a modern, energetic school with a reputation for academic achievement and creative excellence
- **ENJOY** a beautiful campus in the midst of the Surrey Hills, but within easy reach of London, major airports and the South coast

BOARDING AND PASTORAL

As a largely residential school our primary concern is to provide students with a safe, structured, caring and happy community. That is why we place so much emphasis on our House structure.



Students board in one of five country houses or their lodges, some of which are on the campus and some nearby. Each House has a Housemaster or Housemistress (HsM) who lives in and a team of House Tutors. The HsM is the link between the school, the student and parents and is the first point of contact on all academic and pastoral matters.

The House teams are responsible for looking after the students, for monitoring academic progress, for providing guidance and for creating a warm, supportive and organised family unit and what we like to think of as a sense of 'structured informality'. One minute you could be playing pool with a group of students in the house Common Room, the next supervising prep time to ensure that all students stay on top of their work. The atmosphere in the boarding houses is lively, collegiate and purposeful; there's rarely a dull moment.

All full-time staff are assigned to one of the boarding houses as academic tutors who take responsibility for a small tutor group, meeting them on a Monday evening. Some staff choose to be full tutors, assisting the HsM in the running of the boarding environment by doing evening and weekend duties in the House. An additional allowance is paid for these duties.

At its best, boarding at Hurtwood House is about relationships. Boarding houses are places where academic focus, creativity, laughter and conversation coexist, and where our students learn to live independently while knowing that there is always an adult close at hand. For staff, being part of a House means becoming part of a community that extends well beyond the classroom – one built on trust, professionalism and a shared commitment to helping students flourish, both academically and personally.

JOINING THE PASTORAL TEAM

Joining the Hurtwood pastoral team offers opportunities to:

- **WORK** with students outside of the classroom, building long-lasting, productive relationships
- **BECOME** part of the hard-working and dedicated tutor teams who run the boarding houses
- **HELP** students prepare for the independence of life at university, drama school or art college
- **INVOLVE** yourself in the busy and exciting extracurricular life of the school

