

**The School**

Wellingborough is a School that is keenly aware of its history and traditions, but not held back by them. Founded in 1595, it has always sought to make bold and timely decisions in order to ensure that the pupils are able to flourish and thrive, and that the nature of the School supports this aim.

The School moved to its current site in 1881 to support its growth, but leaving the town centre did not reduce the importance it places on its links with the local community. Our pupils and staff lead and support a number of initiatives, engaging with other schools, businesses and charities in Wellingborough and the surrounding area.

Girls were first taught here nearly 50 years ago, and the School became fully co-educational in 1979. Girls now make up more than 40% of the pupil body. We welcomed pupils below the age of 8 for the first time in 1990 with the introduction of a Pre-Prep in a purpose-built facility, just a few years before converting to a day school at the turn of the century.

Each of these changes has strengthened the School’s ability to maintain its appeal to a diverse range of pupils, a feature which is part of its core and attracts families from across five counties. Academic achievement is important but we focus on adding value and look to accept every child who we believe will be happy in our environment.

We are extremely proud of our pastoral care, and believe that we are far ahead of most schools with regard to pupil welfare. Our Club system in the Prep School and the Senior School House structure, the dedicated team of two counsellors in our Wellbeing Department, frequent and regular liaison between colleagues: all of these play a part in ensuring that each individual pupil’s needs are met.

We know that our pupils will need much more than exam results when they leave us, and we put an emphasis on developing softer skills through a breadth of co-curricular opportunities. Sport, Music, Drama and the CCF might be the ‘big four’, but there are so many other ways in which the pupils build confidence, leadership, flexibility, resilience and the ability to know what they want to do with their lives.

Wellingborough is a wonderful school. It has a warm, relaxed feel with a sense of partnership between pupils, staff and parents. There is a constant buzz created by a determined, purposeful desire to support each other and to fulfil the pupils’ ambitions. The School is never still, as everyone in our community tries to get the most out of the opportunities that are provided. We look forward to welcoming someone new to join our quest to do the best for every child.

## Project Chrysalis

As the next phase of its development, the School will be moving to a two-tier system from September 2020, the arrangements for which are well under way. This will mean that the Senior School will start from Year 7 (it is currently Year 9), and the Prep School will be home to the pupils from Nursery to Year 6.

The underlying philosophy for this change at this time is built around pupil outcomes. External pressures within our educational context, particularly those related to examination regimes, mean that our ability to oversee the learning and progress of our older pupils will be enhanced by extending oversight to the age of 11. This will also allow our Prep School to develop and enrich its curriculum, and we will be able to reinforce the cohesion between the two parts of the School.

Chrysalis has necessitated a review of roles throughout the School and, as part of this, new posts have been created and others are being restructured. Systems are being adapted to ensure that they are as effective and efficient as possible, and many other aspects are being appraised in order to support major decisions.

This is an extremely exciting time to be joining the School, with a number of opportunities to shape and guide the nature of the educational experience enjoyed by the pupils.

**The Role**

The Minibus Driver is responsible for picking up children from pre-defined bus stops both morning and evening during term times.

Hours of Work : Monday to Friday 6.45am to 8.30am and 5pm to 6.45pm; 17.5 h p/w

Fixed Term, Term time contract.

Hourly rate: £8,21 p/h \*

*\*If applicant has undertaken MIDAS training, rate per hour will be increased.*

**Key Responsibilities**

To operate one of a number of regular school bus routes, both morning and evening during term time. This will involve:

1. Collection of the School minibus from Wellingborough School.
2. Picking children up from pre-defined bus stops.
3. Ensuring a record is kept of all children on the bus both morning and evening and passing this information onto the Enterprise Manager.
4. Being responsible for the health, safety and security of children while they are on the bus and getting on and off the bus. Reporting any issues to the Transport Coordinator.
5. To act as an ambassador for the School with both parents and students.
6. Ensure the Minibus is kept clean and tidy. This will involve both washing and vacuuming the minibus at least once a week.
7. Carry out basic safety checks before every trip and to ensure the vehicle is road worthy.
8. To occasionally drive the Mini bus on school trips and sport fixtures, as and when required.

## Benefits

Working at Wellingborough School is hugely rewarding, albeit demanding and busy! Wellingborough School is a nice place to work. The School community is welcoming; there is mutual respect between pupils and staff; parents are engaged and supportive. These are some of the cultural reasons to want to work at Wellingborough School, but there are a range of other benefits.

The School has recently reviewed its appraisal system so that all staff can benefit from professional development, both internal and external. Staff input into INSET is encouraged, and the School is a member of the East Midlands Group of independent schools, which provides opportunities for collaboration and discussion. All new staff profit from an induction programme that is tailored to their individual needs. There is free onsite car parking and use of the School’s sports facilities. All staff have lunch and refreshments provided.

Northamptonshire and the surrounding area is a nice place to live, with a significant amount of countryside. Road links are excellent, enabling travel in all directions, and the area is served by two railway lines into London. St Pancras is only 45 minutes by train from Wellingborough, and Euston is under an hour from Northampton and Milton Keynes.

## The Process

The deadline for applications is **9am on Wednesday, 23rd October 2019**, and should consist of a completed application form and covering letter. CVs are not required.

Applications by e-mail are welcome. Please send them for the attention of Lulu Corrigan, Acting HR Manager to [recruitment@wellingboroughschool.org](mailto:recruitment@wellingboroughschool.org).

Interviews will take place on **Friday, 25th October 2019**

**Safeguarding:**

The post holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School’s Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risk to the safety or welfare of children in the School s/he must report any concerns to the School’s Designated Person or to the Headmaster.

