



Candidate Information

Visiting Learning Support Teacher

February 2021



Sutton Valence one school, many journeys



The School

Sutton Valence Preparatory School is an independent 2 – 11 years, co-educational, day school overlooking the picturesque Weald of Kent. We pride ourselves on providing outstanding learning opportunities for all children. Well-qualified, dedicated and experienced teaching staff deliver a vibrant, diverse and challenging curriculum. Favourable staff:pupil ratios and superb facilities enable the children to make excellent academic progress.

At Sutton Valence Preparatory School, children achieve at a high academic level within a happy, family atmosphere. Pupils are encouraged to develop their talents to the full through a wide range of activities including sport, music and drama as well as through our lively after-school programme. Children develop self-confidence, and leave as considerate and articulate individuals with well-developed personalities and abilities.

The values of our School community and the happiness of our children are central to everything we do. These provide pupils with a strong feeling of structure and security which supports them in working effectively.

The School's roll is currently around 300 and the Head is a member of the IAPS. Typically, there are two or three classes per year group from Reception onwards. The majority of pupils proceed to Sutton Valence School or local grammar schools.

Sutton Valence Preparatory School has excellent facilities and resources and is set within extensive grounds. The School has enjoyed a high level of investment over the past few years with the addition of a purpose-built Pre-Preparatory department, a full-size Astroturf and a good-sized sports hall. A new classroom block incorporates a library, ICT suite, Science laboratory, a new Dining Hall and the Art and Design Technology room. As a Prep School we are also fortunate in that we are able to use the Senior School pool and track and our facilities, therefore, are first rate.

The School is located on the outskirts of the village of Chart Sutton just a few miles from Maidstone, and within convenient travelling time from central London. The Eurostar station at Ashford makes access to Europe straightforward and Heathrow and Gatwick airports are within easy reach.

Sutton Valence Senior School occupies its own site in the neighbouring village of Sutton Valence and currently has 540 pupils between the ages of 11 and 18, 120 of whom are boarders.

The School's Vision, Mission and Ethos

Vision

Through membership of our community and the academic and co-curricular opportunities it provides, we believe that all young people in our School will be enabled to fulfil their true potential. We want our students to be confident civilised, tolerant and open-minded individuals who possess a love of learning and a strong set of values reflecting our principles as a Christian Foundation.

Our Mission is to provide:

- A caring, supportive and inclusive community for the education of children aged 3-18, day and boarding;
- A challenging, relevant and broad curriculum delivered in ways that allow all to achieve;
- An outstanding range of sporting, artistic, cultural and social activities, and opportunities so that children can develop skills such as self-discipline, commitment, leadership and teamwork;
- A safe, secure and stimulating environment which promotes excellence, independence and high standards whilst providing support to all who need it.
- A grounding in moral and spiritual understanding which will promote respect for others, along with self-respect.

Ethos

A community where each cares for all and individuality is cherished.



The Post

We are looking for a well-qualified, experienced and energetic Learning Support teacher. The successful candidate will have experience of teaching literacy and study skills, junior Mathematics and an awareness of current national educational policies and initiatives within Additional Educational Needs. Applicants should have excellent pastoral skills along with innovative teaching strategies to help pupils make good progress and achieve their best, be flexible and a good team player.

The teacher is not guaranteed any minimum number of pupils or lessons. The School, through the Head of Learning Support (HLS), will liaise with the teacher as necessary to agree times during the week when they will be available to deliver the number of lessons required. The teacher will also be required to be available for departmental meetings and consultation with individual parents, pupils and external agencies.

It is envisaged that there will be a requirement of one day per week.

Main responsibilities will include:

- Carry out screening assessments of pupils;
- Devise the learning plans for individual pupils;
- Develop and carry out appropriate programmes of work;
- Teach pupils as individuals or in small groups;
- Review targets and inform parents through termly reports;
- Communicate effectively with colleagues, parents and outside agencies.



Additional Information

Staff may use the fitness facilities in the Senior School Sports Hall in the evening, if not being used and the indoor swimming pool, at designated times. The School operates a contributory pension scheme which is open to all members of staff. Staff with a contract for at least one full term, and have children who attend the School, will be eligible to receive a discount in respect of School fees (excluding nursery). The current rate of discount is 65% for full-time staff, and for part-time staff the relevant percentage will be calculated on a pro rata basis.

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. A copy of the School's Child Protection policy is available on the website and applicants are encouraged to read it.

Application Process

Any offer of appointment will be subject to satisfactory references, the completion of a successful medical examination and criminal record check via the Disclosure and Barring Service.

Support statements should state what particular skills and attributes you can bring to Sutton Valence Preparatory School, brief details of how you fit the position, including specific details of skills, experience and achievements, and details of any interests and hobbies.

Further information about Sutton Valence Preparatory School can be found on our [website](#).

To apply, please click on the 'Quick Apply' button on our Tes listing and complete an application form. Alternatively, an application form can be found on our School [vacancies](#) page.

Closing date: Friday 29th January 2021

Sutton Valence School is an equal opportunities employer.

A member of The United Westminster and Grey Coat Foundation. Registered Charity No 1181012.



Sutton Valence Preparatory School

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