



CRICKLADE
MANOR PREP
SCHOOL & NURSERY



**CANDIDATE PACK
HEAD OF ENGLISH**

Welcome from the Headmaster

Thank you for your interest in working at Cricklade Manor Prep.

As Headmaster, I am delighted to introduce you to Cricklade Manor Prep. With a broad and exciting curriculum, strength in the core subjects, countless extra-curricular opportunities, and excellent facilities, we are a supportive and welcoming community of children, staff and parents.

I believe that our outstanding team of teachers is CMP's greatest asset, chosen and developed to provide the best possible learning opportunities for our pupils. Each member of staff is highly experienced, and many have subject specialisms, so that even our youngest pupils learn from experts in their field. We believe that each child is an individual and give every child the support they need. This focus on each and every child extends into the Cricklade Personal Development sessions which are built into the school week. In these, pupils have the option to receive extra support where needed, to spend more time on topics they love, or to try out something entirely new.

The same individual attention is brought to the children's emotional and mental wellbeing. Happy children are better learners, so there is plenty of time for imaginative play, sport, art, drama, confidence building and friendships. Risk

taking and learning to fail form a key part of their education from an early age, ensuring that our older children take on challenges with a healthy combination of positivity and resilience.

The outcomes our children achieve speak for themselves. Every year, many children gain places at grammar schools and all children applying for independent senior school secure their first choice. We are incredibly proud of everything our children achieve academically, on the sports field and in the visual and performing arts.

CMP is a busy, vibrant school and expectations of staff and pupils is high. We are looking for dynamic and inspirational staff who want to be part of this happy and supportive school. A positive attitude, a willingness to take on new challenges and a track record of being an excellent team player are key personality traits that will enable professionals to thrive at our school.

I hope you are able to find all the information you need within this brochure and on our website. If you require further information please don't hesitate to get in touch.



Guy Barrett



The Role

We are seeking to appoint a talented, experienced and enthusiastic Head of English. The successful candidate will lead English across the school, engender a passion for reading and writing, and inspire other staff to promote English in their subjects. In addition to being a Form Tutor ([job description available here](#)), which will involve teaching English to his/her form group, the Head of English will teach English as a specialist subject to pupils in Years 5 and 6.

[A full job description can be found here.](#)

Our School

Cricklade Manor Prep is a long-established Independent Prep School located in the heart of Cricklade, Wiltshire. Cricklade is a short drive from the M4 and A419, making it easily accessible from Cirencester, Swindon, Chippenham, Faringdon, Marlborough, Malmesbury and surrounding areas. Cricklade Manor Prep educates boys and girls from age 2 to 11. At the end of their time at the school, pupils move on to a wide range of independent, grammar and maintained schools. The school is housed on an 8-acre site within the town, including a handsome Grade II listed Manor House, a separate Nursery department housed within a walled garden, a number of purpose-built classroom blocks and extensive sports facilities including Astroturf and grass pitches and a Sports Hall.

Our Vision & Values

Cricklade Manor Prep is an Independent Prep School that aims to provide a safe, happy environment in which children develop a love of learning and gain the confidence and capability to fulfil their potential. Everything we do as a school can be encompassed by our key values: Challenge, Motivate and Prepare.

Challenge:

Pupils develop their initiative and resilience to accept new challenges and opportunities allowing them to build high levels of skill, knowledge and understanding.

Motivate:

Pupils are happy, enthusiastic about learning and contribute to the school. They grow in independence and develop self-discipline and decision-making skills in a safe environment.

Prepare:

Pupils develop their confidence and responsibility whilst being respectful and kind. They can communicate effectively, collaborate with others and show leadership in their learning and in preparation for senior school.

Our School Aims

- Develop the academic, musical, creative, sporting and other talents of each child.
- Provide outstanding pastoral care in a secure, happy, nurturing environment, underpinned by principles of tolerance, kindness and respect.
- Create an outward-looking ethos, building links with parents and the local community.
- Prepare leavers for entry to senior schools at 11+.
- Enable leavers to be confident, capable, caring and independent minded.

Wishford Schools

Wishford Schools is a small, friendly group of nine independent schools. The group aims to provide an excellent education to all pupils, giving every child the opportunity to shine. Standards and expectations are high and staff and pupils are challenged and supported to give their best.

Schools work closely with the group's senior leaders to define the school's strategy and then enjoy the autonomy to run their schools, while benefiting from the support that membership of the group brings. In addition to strategic input and the sharing of best practice, the group provides expertise in property, legal, HR, finance, compliance and marketing matters leaving Heads with time to focus on the children within their care. In addition, Heads work closely with an Advisory Board of experienced school leaders, and with each other, meaning that someone is always available to offer advice and support.

For more information on the Wishford Schools group, please visit:
www.wishford.co.uk

Staff Benefits

- 36 week year means longer school holidays
- Small class sizes (Max 18 pupils per class, average 15)
- 16.48% pension contribution from Wishford in to the group pension plan with Legal and General
- Free family membership at Westonbirt Leisure Centre and Westonbirt Golf Club
- Pro-Rata fee remission up to 50%
- Complementary breakfast, lunch, dinner and snacks cooked on site by our inhouse chefs
- Access to a 24/7 Employee assistance programme that offers lifestyle advice and well being services
- Friendly and supportive staff room
- Wishford Leadership programme for those who wish to prepare for middle or senior leadership roles
- Opportunities for career development within the Wishford group of schools
- Electric car and bike to work schemes available



Application Process

Applicants should complete the school's application form and submit this by email to Jacky Barratt, at jacky.barratt@crickladedemanor.com.

There is no need to send us a separate CV or letter of application. Particular attention should be given to Section 7 of the application form. Please state here your reasons for applying, highlight any relevant experience and explain why you think you are suitable for the role.

Key Dates

Applications should arrive no 9am on Wednesday 24th April
Interviews to be held on Monday 29th April.

We reserve the right to close the vacancy prior to the application deadline/closing date, should a suitable candidate be found. Prompt application is encouraged. Visits to the school prior to application are welcome.

Safeguarding

Cricklade Manor Prep is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Please note shortlisted applicants will be subject to online checks.

Wishford Education are an equal opportunities employer and welcome applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.



Person Specification

Key Responsibilities

- To teach English at 11+ and scholarship level.
- To prepare pupils for the English component of 11+ academic entry at secondary schools.
- To encourage and monitor the integration of digital learning opportunities across the English curriculum.
- Instil a love of English in pupils, promoting excellence and upholding the School's ethos.
- Be responsible for maintaining and updating all departmental curriculum documents, policies, schemes of work and examination papers.
- Ensure that the requirements of the English syllabus are properly met and will guide, monitor and support members of the English department.
- Organise trips, visitors and theme days to enhance the English curriculum.
- Take responsibility for the development and profile of the department

Skills & Aptitude

- High level classroom practitioner with a wide range of teaching skills.
- Ability to prepare pupils for 11+ academic entry at secondary schools and teach at 11+ scholarship level.
- High level inter-personal skills enabling effective team leadership
- Ability to evaluate the work of others and enable their development through consultation, coaching and support
- Ability to analyse data and information, identify patterns and trends
- Formulate strategies for improved learning as a result.

Disposition

- A positive and child-centred approach to teaching
- Commitment to the safety and welfare of all pupils
- Strong team working skills
- Commitment to diversity and inclusion
- High degrees of self-confidence, personal energy and dynamism
- Personal warmth, good rapport with pupils, colleagues and parents
- Excellent organisational skills and ability to work effectively under pressure
- Willingness to lead and run extracurricular enrichment opportunities
- Appropriate levels of personal presentation
- An understanding of, and commitment to, the School's ethos
- Flexibility and willingness to be involved in School life

