



The Gregg School
(Independent Day School, member of ISA and ISC)
www.thegreggschool.org

Information for applicants

Safeguarding

The Gregg School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the DBS. Successful applicants will be subject to the school's safeguarding and child protection policies, procedures, training and monitoring. Short listed candidates will be subject to a search of their social media presence.

The school will **only consider applications presented using the school's application form** which is available by contacting Amanda Gibson at amg@thegreggschools.org

The school's application form gives applicants the opportunity to make a 'confidential disclosure' of any convictions that may have a bearing on their suitability to work with children. Those we receive will not be opened prior to a conditional offer of employment being made. Those received from unsuccessful applicants will not be opened and will be securely disposed of.

Should you be invited to interview you will be required to provide photo identification (such as your driver's licence) and the original certificates for qualifications listed on your application form.

Salary

As an independent school we operate our own salary scale, and whilst the Trustees want to offer competitive remuneration, our relatively small size (350 students) means that we cannot always match the salary scales of larger independent schools or maintained schools. Currently we have a six-point salary scale matches that of the Main Pay Range of the maintained sector. **We do not operate an upper pay scale.**

Our current pay range is **£28,840 - £39,974.**

Pension

The Trust do not subscribe to the Teachers' Pension Scheme (TPS) but offers their own scheme administered by Aegon. (A teacher leaving the TPS has their benefits frozen at that point until such time as they should re-join the scheme).

For detailed information regarding salary or pension arrangements, please contact Amanda Gibson.

Form tutoring

It is expected that successful applicants will take responsibility as a form tutor for a group of around fifteen students under the direction of a head of year. In this role they will be responsible for the general pastoral welfare of the students in their group, and act as the principle point of contact between parents and the school. Part time teaching staff will be expected to act as an associate tutor to a group to support the colleague with the principal role.

Duties

Successful applicants will be expected to undertake supervision of students before school, during break and lunch times as part of a weekly duty rota of staff.

Cover for absent colleagues

Members of teaching staff are expected to cover lessons for those colleagues who are absent as required.

Extra-curricular involvement

Provision of a rich extra-curricular programme for students at lunch times and after school is a feature of our educational offer to students. Successful applicants will be expected to contribute to the weekly programme of activities by leading or supporting an activity.

INSET Days and meetings after school

There is a programme of INSET days, staff meetings and departmental meetings published annually in advance. All teaching staff are expected to attend these events. (Those for the current year can be found on the school's website).

Continuing Professional Development

The school is committed to the on-going professional development of all our staff.

In addition to the four INSET days there is a programme of in-house training running throughout the academic year which all staff are expected to attend. The school day finishes early on a Wednesday every other week to allow staff time to participate. The programme alternates each half term between individual and departmentally related themes. In addition, through the line management process, staff are encouraged to attend appropriate externally provided courses and/or online training opportunities.