



Ibstock Place

CO-EDUCATIONAL DAY SCHOOL



Information for Candidates

Academic Mentor (Learning
Support Mentor)

Head's Welcome



Thank you for your interest in joining our team. This is an opportunity to play an integral role in a school with a rich history at the vanguard of educational change. We have a powerful sense of the way in which we shall develop in the decades to come and we seek energetic professionals to join us and to help us to build and realise our vision.

We take pride in a school culture which is inclusive, and which is both forward looking and rooted, dynamic and yet caring. Through our rigorous and imaginative curriculum and a highly responsive pastoral system, we engender in our pupils the courage and ambition which

they will need to succeed and to play a constructive role in their wider community and society.

Our staff are the School's most valuable asset and we aspire to create a sector-leading environment in which they can work. We are committed to a thoughtful process of continuing professional development and we create multiple pathways for our colleagues to progress in their knowledge, skills and experience. We are fortunate to have built a strong sense of loyalty amongst our colleagues and we regard the stability of our staff body as a major strength. Many of our employees have built successful careers with us over a protracted period and the sense of community amongst us is strong. Opportunities for promotion and advancement are plentiful. Professional fulfilment is key to staff wellbeing, but so too is access to a range of additional benefits and we are responsive to this too – the happiness of its staff is critical to any organisation's ultimate success.

Ibstock is without a doubt the most dynamic and the most interesting school in which I have worked through my career. I hope that you will be inspired to join us and to make your own contribution to our evolving mission and journey.

Chris Wolsey
Head

About the School

Ilbstock Place School is an independent co-educational day school affiliated to HMC, the Head's Conference and to IAPS, the Independent Association of Prep Schools. We occupy a beautiful and well-appointed ten-acre site on the edge of Richmond Park in South-West London.



Established in 1894, we have championed the merits of co-education since our foundation. The School was originally created to showcase the ideas of a progressive German educationalist, Friedrich Froebel and, early on, it specialised in Early Years education. Indeed, it was Froebel who coined the term Kindergarten. While EYFS provision remains an important part of our provision, we have grown considerably since 1894 and we now provide an integrated pathway for our pupils all of the way from 4 to 18 years. We are heavily oversubscribed, and we currently educate around 1100 young people. We have major points of entry at 4+, 7+, 11+ and 16+ and a thriving Sixth Form of around 200 pupils. Our catchment area is steadily growing and our pupils join us from a wide range of both maintained and independent schools.



Academically, the School is strong and we routinely appear in the upper reaches of newspaper league tables, both for GCSE and A Level outcomes. About 80% of our pupils move on every year to Russell Group universities, including Oxford and Cambridge. There is also growing interest in higher education pathways outside of the UK, including those in North America.

Our curriculum is broad and balanced. We seek a unique synthesis of learning which combines the best traditions of a liberal and humane education with an outlook which is forward-looking and dynamic. We have invested heavily in new technology in recent years and we seek to be at the forefront of educational change.



About the School

We recognise that AI will re-shape the landscape of schools in the decades to come and we are taking steps to ensure that we are well-placed to benefit from it. We understand too the importance of a strong co-curricular offer – from our inception, we have been convinced of the virtues of a “whole education”. Our pupils can access over 140 different clubs and activities and we have exemplary provision in sport, music, drama, dance and debating. In the Senior School, the Duke of Edinburgh Award Scheme is notable for its strength and quality of provision. We expect all teaching staff to make a meaningful contribution to it.

Our pastoral system is exceptionally well-developed and responsive to the individual needs of our pupils. The work of our pastoral teams is supplemented with a class-leading pupil counselling service which we run in collaboration with The Soke, a specialist mental health and wellbeing provider based in South Kensington.



We are committed to the integration of pupil voice in the life of the School and our prevailing organisational culture prioritises the importance of listening, just as it does the celebration of our diversity and the affirmation of our pupils’ achievements. The same extends to our other stakeholders – our parents and, of course, our staff.



As a charity, we work hard to ensure public benefit. In addition to a generous and expanding programme of bursaries to support pupils for whom an independent school education would ordinarily be out of reach, we sustain a burgeoning partnership programme with many local state schools and community organisations. In addition to the frequent sharing of our facilities, we undertake a wide variety of projects across all aspects of our operation which ensure that in Roehampton and beyond, we are a force for good. For more details of our work, see www.schoolstogether.org and search for Ibstock Place.

We are ambitious for our future. We have grown considerably in recent years – in size most certainly, but also in terms of our profile and our achievement. Our ambition is to build yet further upon this recent success and to become the leading co-educational independent day school in London.

The Academic Mentoring Department



The post holder will be a member of the Department of Academic Mentoring, joining a friendly team of three specialists. We offer provision for pupils with needs in the areas of literacy, revision and study skills, organisation skills or those with English as an Additional Language.

We are a well-respected Department; we communicate often with teaching staff who are alert to their pupils' learning needs. We offer regular CPD to staff.

Working under the direction of the Head of Academic Mentoring, the post holder will ensure that pupils are appropriately supported in their mainstream classes as well as effectively guided with appropriate tasks in 1-2-1 or small group classes.

Pupils can present with a range of learning differences including mild dyslexia, dyspraxia, and neurodivergence. We communicate regularly with the Pastoral team, always taking a whole-child approach.

All pupils are valued and encouraged to advocate for themselves and to make their voices heard in the school and in our community. We work closely with parents to ensure that the pupil-parent-school triangle is both secure and active.

We are looking for someone to start in the Summer Term of 2024. This is a term time only teaching role, Monday to Friday, 8:00 am to 4:30 pm, with a six-month probationary period.

Further information on the role is set out in the Job Description.

About the Role

The Person

We are looking to recruit a person who:

- Is an effective communicator
- Understands the need for confidentiality
- Enjoys teamwork
- Is able to plan time effectively and be well organised
- Is flexible, resilient, and able to adapt quickly to new environments and challenges
- Has good inter-personal skills and can establish positive relationships with multiple stakeholders
- Is reliable and trustworthy, and able to work effectively and proactively
- Sets an example of personal integrity and professionalism
- Displays commitment to the protection and safeguarding of children and young people
- Has a degree, and experience working with pupils with additional needs



The overall responsibilities of the role are to

- Provide efficient, individualised support to pupils with a range of needs
- Promote the inclusion of neurodivergent pupils school-wide
- Work in liaison with class teachers to develop scaffolding that assists pupils to comprehend and participate in classroom tasks
- Establish and maintain positive relationships with individual pupils and groups of pupils
- Promote pupils' social and emotional development, considering their health and wellbeing
- Support pupils, for whom English is an additional language, who may have L1 interference
- Lead pupils to develop their metacognitive skills and become confident, autonomous learners

Responsibilities

The postholder will

- Support pupils to develop and refine their academic skills across the curriculum
- Facilitate pupil autonomy by encouraging good habits for organisation of daily routines
- Invest time and care to understand the pupils' Pastoral needs, where appropriate, in line with the guidance of senior staff
- Assist in writing and updating Learner Profiles (IEPs) to share with staff
- Liaise with parents by 'phone, email, and in person
- Work with subject teachers
- Observe and report on pupil performance
- Contribute to resource development
- Assist in preparing and maintaining the learning environment
- Be able to lead or assist in clubs based on an area of interest
- Contribute to maintaining pupils' records
- Support the maintenance of pupils' safety and security
- Liaise with parents as appropriate



- Participate as an active and enthusiastic member of the Department of Academic Mentoring and establish productive relationships with other departments in order to bolster pupil success
- Review and develop own professional and pedagogical practice, sharing as appropriate with the department
- Participate in appropriate professional development including adhering to the principle of performance management and appraisal
- Support the use of information and communication technology in the classroom
- Ensure tasks are carried out with due regard to Health and Safety
- Promote safeguarding and the welfare of children and young people

The post-holder may also be assigned to assist pupils with co-curricular/ sporting activities or trips.

Staff Benefits



Our aims and ethos

Our aim is to create an outstanding place of learning, a place where our pupils find academic excellence and the joy which it inspires. We ensure that our pupils' natural curiosity and empathy is ceaselessly nourished. In so doing, we set the conditions which enable them to excel, both during their time with us and throughout their adult lives.

We do this by concentrating on four Cs:

Our CURRICULUM is dynamic and forward-thinking.

Our CULTURE is warm and inclusive.

Our CONTEXT is beautiful and stimulating.

Our commitment to CO-EDUCATION is longstanding and profound.

Visit our website to find out more:
www.ibstockplaceschool.co.uk

Staff benefits include:

- Cycle to work scheme
- Childcare Voucher scheme
- Free breakfast and lunch (in termtime)
- Defined contribution pension scheme for teaching staff and a pension scheme for support staff
- Commitment to training/development
- 25 days annual leave + bank holidays for support staff
- Access to BUPA Employee Assistance Programme, including counselling services
- Staff Yoga and use of the swimming pool (at designated times)
- Access to the School's BUPA health cover scheme (this is deducted monthly via payroll)

The Application Process



How to apply

To apply for the role, please complete our application form and submit it, by email: recruitment@ibstockplaceschool.co.uk

Shortlisted applicants will be invited to attend interview. The school reserves the right to make an appointment before the closing date.

Note that all offers of appointment are conditional until the satisfactory completion of mandatory pre-employment checks.

Ibstock is committed to safeguarding and promoting the welfare of children. For further information on our Child Protection policies, please see [here](#). Safeguarding checks with the Disclosure and Barring Service will be undertaken. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

This post is exempt from the Rehabilitation of Offenders Act, 1974 and the amendments to the ROA 1974 (Exceptions Order 1975, amended 2013 and 2020). For details see [here](#)

Note that, in accordance with Keeping Children Safe in Education 2023, shortlisted candidates are required to declare any past convictions. Online searches will also be conducted on shortlisted applicants as part of our due diligence process.

At Ibstock, we embrace and celebrate difference. We are proud to be an equal opportunity employer and do not discriminate against any employee or applicant based on their age, disability, gender, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. To ensure this, all positions are subject to blind shortlisting.

Ibstock Place School



An inspiring
place to
flourish

- 1 Dance Studio
- 2 Macleod House
- 3 Priory Wing
- 4 Theatre
- 5 Wellbeing Centre
- 6 Drama Studio
- 7 Armadillos
- 8 Clarence Wing
- 9 Bicycle park
- 10 Orchard
- 11 Priestman House
- 12 Roberts House
- 13 Swimming Pool
- 14 Hardcourt
- 15 Rose Garden
- 16 The Innovation Centre
- 17 The Refectory
- 18 Terrace
- 19 Main House
- 20 Footbridge
- 21 Sports Hall
- 22 Climbing Wall
- 23 School of Art & Design
- 24 Multi Use Games Area
- 25 Forest School
- 26 School of Music
- 27 Sports Pitches



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