



Sidcot

Live Adventurously

NON-TEACHING POST
CANDIDATE INFORMATION PACK

WELCOME TO SIDCOT



At Sidcot you'll find a school community that aims to put into practice the Quaker values of peace, equality and living adventurously. It's an optimistic place, where children learn to be curious about the world and develop the confidence to live purposeful lives.

Working at Sidcot means joining a team of people who are essential to making daily life at a day and boarding school run smoothly and happily. Sidcot is a small school, with a strong sense of community. It's busy and lively. You'll find our students and teachers are a creative, outward looking group. It's also a kind, supportive place where everyone's contribution is valued and everyone's voice is heard.

If you're interested in becoming part of the team at Sidcot School, we look forward to hearing from you.

James Jones
Head



"A rare breed of school which values individual worth above corporate success."

The Good Schools Guide



SIDCOT AT A GLANCE

Type of school:	Day and Boarding
Gender:	Co-educational
Year founded:	1699
Faith:	As a Quaker School we welcome students and staff of all faiths and none.
Age range:	3 to 18
Age range of boarders:	11 to 18
Number of students:	600
Number of boarders:	150
Educational programmes:	IB Diploma A Levels BTEC (Sport / Business)
Outstanding reputation:	Well known for excelling in the Creative Arts, Maths and Science
Extras:	Equestrian Centre
Setting:	Rural
Nearest airport:	Bristol – 7 miles
Nearest railway station:	Weston-super-Mare or Bristol Temple Meads
Nearest cities:	Bristol and Bath

QUAKERISM – WHAT MAKES A QUAKER SCHOOL DIFFERENT?

Since its foundation, the values of the Society of Friends have been at the heart of Sidcot School. Quakers believe in living life adventurously and letting their lives speak.

In practice this means an approach to teaching that encourages individual thought and exploration, whilst making sure all students have the support they need to grow as individuals with their full range of talents recognised and celebrated.

QUAKER MEETINGS

The whole school community meets together in a 'Morning Meeting' once a week. This is a time when all staff and pupils share a period of quiet reflection – a rare opportunity for peace in today's noisy and hectic world. The meeting helps students to learn the habit of self-reflection, and experience the power of shared silence. There is also a Quaker Meeting on a Sunday which boarders can attend if they wish to.

At Sidcot we welcome students and staff of all faiths and none.

PEACE & GLOBAL STUDIES

The Centre for Peace and Global Studies works to create a learning environment where students and staff are able to explore and understand how we embody the qualities of peace in the way that we engage with each other across the School community. We feel that it is important to help students make sense of the world around them.

Peace education is embedded throughout Sidcot, without structured lessons, but a way of life, of being. Our aim is to create a school filled with peacemakers and changemakers, we facilitate learning, give voices and ways to follow through on the things we say are important. We want students to be able to discern, to be able to ask questions about what they see and hear. To be awake to how actions support words, to look for the inconsistencies of behaviour and the rhetoric behind school policies.

Our teaching staff play a key role in creating a learning space where the energy is one of enquiry and that much lauded quality, curiosity – a place where all parties have something to learn and something to offer.

BUSINESS MANAGEMENT TEAM



Welcome to the Business Management Team recruitment page of the information pack. At Sidcot we collectively call the School support staff teams the Business Management Team (BMT).

I am Keith Perry, Director of Operations and I oversee the majority of the BMT. We have an excellent BMT who work collaboratively together with the academic staff to create a dynamic innovative working environment.

Within the BMT we have a diverse range of non-teaching roles, every role contributes to the delivery of our core business, which is the provision of great education to our students within a safe clean and inspiring environment. The School is fortunate in having many highly committed individuals who not only work extremely hard in their official roles but also give generously of their time to the wider school community; assisting with and attending school activities/ events or generally getting involved in the wider school life.

I would like to paint a picture for you of the type of work that goes on within the Business Management Team. There are numerous teams:

The School's administrative team provide the support to the School business that has enabled it to go from strength to strength over recent years; whether this is financial control, data administration, HR, IT, receptionists, management of logistics and operations or providing direct support to teachers with examination co-ordination and general administration.

The catering and domestic team are the hub of the School and provide high quality meals that keep the whole school well fed with breakfast, lunch and supper and numerous other hospitality opportunities. They also ensure that the School is clean and tidy and take great pride in keeping the School looking great. The roles within this department range from department managers, qualified chefs, caretaker, domestic assistants, kitchen porters, housemen/ women and baristas in the School café.

The maintenance team are a highly skilled group of people who ensure that we all work within a well maintained campus with beautiful gardens. The team are comprised of a departmental manager, and numerous qualified tradesmen/ women who take delight in maintaining and developing the campus to the highest standard.

Sports activities are offered to the wider community and numerous sporting facilities are hired out such as swimming pool, sports hall, sports pitches and all-weather pitch. These services are managed by our team of sports centre staff who also provide the School's PE staff with robust support. The staff within the Sports Centre include a departmental manager, administrator, swimming instructors, lifeguards, supervisors and numerous other specialised coaches. The sports department also embrace the equestrian centre; this provides livery services to horses owned by some of our boarding students who wish to bring their horse to school. The services at the stables are provided by a dedicated team; departmental manager, grooms and riding instructors.

The Holiday Club goes from strength to strength and is operated from the Junior School by a particularly enthusiastic and dedicated team of qualified Practitioners, many of whom also provide service to the after school club in the Junior School during term time.

The marketing and admissions team work tirelessly to ensure that the School is appropriately promoted and that prospective customers are welcomed, well informed and are given an opportunity to visit the School. This team is comprised of departmental managers, communications officer and admissions staff. In addition to this work with new customers we also like to stay in contact with our alumni so we also have dedicated staff to facilitate this.

The teachers are directly supported by a fantastic team of teaching assistants across the School and specialist technicians in Art, Design Technology, Food Technology, Textiles and Science who work closely with the teachers within their department and also have opportunities to work closely with the students.

The School operates numerous minibus services to our day students who generally live within a 25-mile radius from school. These services are enthusiastically facilitated by a minibus officer and a team of drivers who are up at the crack of dawn to ensure that our students arrive at school on time. Many of our drivers also have other roles within the School such as exam invigilators.

The on-site health centre provides our students, both boarders and day, with excellent service for maintaining physical health and wellbeing. This service is available during term time and is provided by a team of qualified nurses.

The School operates five boarding houses that are managed by a Housemaster/ mistresses and they are supported by numerous other roles including matrons who provide the day to day management of the houses.

I am sure that you can now appreciate how wide ranging the roles are within the School and by inference the vast range of skills that we look to recruit. You will also now have a good idea of the values that we operate by and I hope we have piqued your curiosity. If you think that Sidcot sounds like the sort of place that you would like to work, and maybe get involved with the wider community, then I hope you will be motivated to apply for the role that you have expressed an interest in.

We look forward to receiving your completed application form.

Keith Perry
Director of Operations

BENEFITS

This is an excellent opportunity for someone who wishes to join a thriving day and boarding school in one of the most attractive regions of England.

Sidcot rewards its staff well by offering the following benefits:

- Competitive salary.
- 210 hours paid holiday per annum with the opportunity to purchase an additional 70 hours' holiday per annum, or pro rata for part time appointments.
- Eligible for membership of the Workplace Pension Scheme.
- Remission of school fees subject to satisfying our standard Admissions criteria.
- Free on-site parking.
- Free school lunches are provided during term time in the Refectory.
- Free use of leisure and sporting facilities.

For more information please visit the Sidcot website: www.sidcot.org.uk.

As part of the School's commitment to safeguarding and promoting the welfare of children, applicants must be willing to undergo child protection screening appropriate to the role, including checks with past employers and a DBS Enhanced check.