



RECRUITMENT PACK



SARUM HALL
SCHOOL

SPIRIT • HAPPINESS • SUCCESS

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WELCOME

We are delighted that you are considering applying for a position at Sarum Hall School.

We recognise that our staff are our most important resource and are to be valued, supported and encouraged to develop personally and professionally within a learning and caring community.

We are extremely proud of all our staff and the energy and passion for education that they instil into our young learners.

Our school is an exciting and busy place with many varied opportunities built on a strong academic foundation. It is exciting to see how our staff bring learning to life every day.

Our staff aim to make every day at our school an adventure for pupils. The many personal successes of our pupils are testament to the variety and wealth of experiences available, delivered through relevant and engaging lessons and activities.

If you have any questions about the role you are considering applying for, or about the school itself, please do not hesitate to get in touch. We would be delighted to hear from you.



SENIOR LEADERSHIP TEAM

Miss K. Coles, BEd (Hons), Exon
Headmistress

Mrs A. Reilly
Bursar and Clerk to the Governors

Miss B. Gayton, BEd (Hons)
Deputy Headmistress

Mr C. Lee, MEng (Hons), PGCE
Academic Director

Mrs R. Burrows
Designated Safeguarding Lead

ABOUT OUR SCHOOL

Sarum Hall School is a busy and exciting, non-selective preparatory school for girls aged 3 -11. We are located on the Hampstead/Belsize Park border in North London.

Our award-winning, purpose-built premises are easily accessible from London mainline stations and close to a number of underground stations. Educating just under 200 girls, our School combines a wide range of opportunities inside and outside the classroom, with a strong academic foundation.

The School is consistently at capacity and is oversubscribed year-on-year. Excellent teaching and learning, as well as a wide range of cocurricular provisions, is supported by strong and secure finances.

There has been significant investment into the School in recent years, with further development high on the Governors' agenda.

Our modern facilities were purpose built in 1995 and we benefit from large, spacious and light classrooms which promote creativity and curiosity in learning. Our pupils have a wonderful variety of lessons with specialist teachers alongside the core subjects which allow the children to excel in a variety of fields.



Our mission is to identify and fully develop the natural talents of each pupil and to prepare them for a full, happy, healthy, active and productive life.

OUR GOLDEN VALUES

We believe that, in order to enable effective teaching and learning to take place, good behaviour in all aspects of school life is paramount. This applies to all staff and pupils at the School, including those in the Early Years Foundation Stage.

Our Golden Values underpin life at the School and we aim to promote good behaviour, self-discipline and respect by the whole school community.



STAFF BENEFITS



Pension

Membership of the appropriate pension scheme (dependant on role)



A strong commitment to professional development

Support is always given to staff where the training is relevant



Group life assurance scheme

A scheme offering 4 times your salary in case of death in service



Free cooked lunches and other meals

when onsite staff enjoy delicious food from our in house catering team



Eye care scheme

Free eye test and glasses if you need them to carry out your work



Employee Assistance

Access to free confidential counselling



Cycle to Work

A free loan to enable the purchase of a new bike



APPLICATION PROCESS

Attracting, recruiting and retaining staff of the highest calibre is of utmost importance to Sarum Hall School.

We aim to recruit the best possible staff on the basis of merit, ability and suitability for the position. Job applicants are considered equally and consistently. No job applicant is treated unfairly on any grounds including race, colour, nationality, ethnic or national origin, religion or religious belief, sex or sexual orientation, marital or civil partner status, gender reassignment, disability or age.

Our recruitment is compliant with all relevant legislation and recommendations, and we are committed to safeguarding and promoting the welfare of children and young people by carrying out all necessary pre-employment checks.

Our recruitment and selection policy and child protection and safeguarding policy is available on our website: www.sarumhallschool.co.uk/about-sarum-hall/policies/



01

Role is advertised

02

Application form to be submitted by advertised deadline

03

Checks carried out on shortlisted applicants, followed by a formal interview

04

04

Formal offer made and start date agreed with successful applicant

05



ANY QUESTIONS? GET IN TOUCH



www.sarumhallschool.co.uk



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