



SHREWSBURY HOUSE  
PRE-PREPARATORY SCHOOL

## SHREWSBURY HOUSE SCHOOL TRUST

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#### **Learning Enrichment Coordinator (SENCO)**

**Hours equivalent to 2 days a week**

**Required to start Jan 2021**

**(term time only plus 3 days before and after each term)**

**Salary dependent on qualifications and experience**

Shrewsbury House Pre-Prep School in Esher, Surrey is an independent day school for boys and girls aged from three to seven years. It was founded in 1912 and is part of the Shrewsbury House School Trust and is administered by a Board of Governors.

From January 2021, we are seeking to appoint a part-time, experienced Learning Enrichment Coordinator (SENCO) to oversee learning support across the school. They will work in partnership with, and advise the Head in the decision-making and leadership of SEND, to promote relevant school policy and accept full responsibility for SEND across the school. As a dynamic, motivated Learning Enrichment Coordinator, the candidate will share our determination for every child to reach their full potential.

The individual will work throughout the school, including providing some teaching support, and they will be expected to make a positive contribution to the wider life and ethos of the school. We are seeking a proactive, positive person who embraces the school Values of Teamwork, Resilience, Aspiration, Care and Kindness (TRACK).

In return we can offer you –

- Opportunities to develop your career
- A friendly, fun professional working environment where values matter
- Caring, supportive, experienced colleagues
- A small school environment where children love coming to school and enjoy learning

- Other benefits such as free lunches during term time.

To speak to someone at the School about the vacancy please contact Jon Akhurst, Head (e-mail: [jonakhurst@shstrust.net](mailto:jonakhurst@shstrust.net)).

Applications should be emailed to the HR Administrator at [recruitment@shstrust.net](mailto:recruitment@shstrust.net).

**Closing date for applications: 5 pm Wednesday 21<sup>st</sup> October**, but applicants will be considered as they are received and the school reserves the right to appoint at any point during the application process.

Interviews are likely to be held week commencing **26<sup>th</sup> October**. Please state your preference on the application form. We will endeavour to accommodate your request but please understand that it may not be possible to do so.

Shrewsbury House School Trust does not use recruitment agencies to recruit, so please do not contact us.

#### **RECRUITMENT AND SELECTION POLICY STATEMENT**

Shrewsbury House School Trust is fully committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Any offer of employment will be subject to the receipt of satisfactory enhanced DBS [Disclosure and Barring Service] disclosure and other checks, references, medical clearance and proof of legal right to work in the UK.