

Battle Abbey School
FOY EST TOUT
Founded 1912



Battle Abbey Prep School

Head of Prep Recruitment Pack



The Ethos and Aims of Battle Abbey School

From the Nursery through to the Abbey, we are a caring and highly regarded family school with exceptional pastoral care and sensitive discipline, accompanied by strong academic results, focusing on the importance of each individual child.

With our enviable locations, impressive and talented students, loyal and dedicated teachers, international dimension provided by our wonderful boarding community and our distinctive ethos based on kindness, compassion, friendship, mutual respect and trust – Battle Abbey is a special place to study. The School's rich history and many traditions are based on Christian values and the school welcomes students and families from all faiths and none.

It combines the modern with the traditional in terms of facilities and academic outlook and has an innovative and engaging approach to teaching and learning. In addition, the promotion of soft skills, self-confidence, concern for others, personal responsibility and leadership means that the School provides a first rate all-round education where students feel they belong and where they invariably develop academically, socially and emotionally.

Students enjoy the friendly and purposeful atmosphere at Battle Abbey and have a real affection for the School. From the very start at the Prep School, they learn to be inquisitive and creative individuals who are challenged to do their best. They learn the rewards that are the result of hard work both in and out of the classroom. They learn to compete hard in all areas of school life but also to serve, support and think of others. They learn how to develop as people and to become better team players and that manners and good conduct matter. They learn how to interact with students from all over the world as well as with people of all ages. They make great friends along the way, have lots of fun in a safe environment and develop very strong relationships with their motivated and supportive teachers.

We also have a unique enrichment programme which sees students introduced to subjects, topics and issues that are not covered in a typical exam syllabus. Furthermore, we are very good at finding skills and aptitudes in students that they don't always know that they possess and we try very hard to develop those newly found strengths and interests. Academic success is something we value highly, but we are proud of the achievements of our pupils in all fields. Our pupils invariably achieve their best because we believe the pastoral care and the relationships that exist are exceptional.

In essence, the School aims to create passionate and enthusiastic life-long learners and also to inspire its young people to become positive and engaging members of their communities – locally, nationally and globally.

Specific aims are:

- To inspire pupils to maximise their potential in all they undertake; to acknowledge and reward the achievements of each individual according to their aptitudes and interests.
- To promote balanced social development through sensitive pastoral care within our structured day and boarding community.
- To prepare pupils for life after school by providing an all-round education in which pupils of all ages are valued as individuals and develop the self-respect, self-confidence and empathy for the needs and desires of others that will enable them to contribute positively to our changing world.
- To continue to develop the facilities and resources of the school to ensure that they underpin the achievement of the school's aims and objectives.

The Academic Curriculum



Our varied and engaging curriculum at Battle Abbey Prep allows for each student to discover their strengths and make the most of their talents within the school and beyond.

Our teachers constantly adapt lessons and content to match the interests and skills of our pupils, while also driving the development of their specialist subjects with their enthusiasm and expertise, to create a love of learning for all children. The most recent development in our curriculum is the addition of Spanish (from Key Stage 2) and STEAM as a stand-alone subject. STEAM brings together the disciplines of Science, Technology, Engineering, Arts and Maths and will be taught as a project-based learning opportunity in our dedicated purpose built facility on-site at the Prep School. It will allow for the children to understand how each of these subjects are intertwined and develop their skills in problem solving, creative thinking and team work. '

Our inclusive curriculum doesn't stop at the academic subjects, with our vision for Sport and Physical Education allowing for opportunities for all children at all levels of ability. We believe that experiencing sport in a safe and supportive environment allows for the children to thrive and positively contribute to their development and well-being. The weekly timetable combines Games lessons with Swimming sessions and offers inter-school fixtures for a competitive experience.

Battle Abbey Prep offers a rigorous system of academic tracking with standardised exams for English, Maths and Science completed yearly, in addition to teacher assessments and end of topic tests. Pupil progress is valued, with an emphasis on ensuring that all children meet and exceed their potential. Parents are kept informed through termly reports, effort grades and Parent-Teacher progress meetings. A full school report is issued at the end of the summer term.'



The Enrichment Curriculum

Enriching experiences outside the classroom are essential in ensuring that our children thrive and flourish. We offer extensive and varied extra curricular activities to suit everyone, including a wide range of sporting, academic and skill building clubs, House Competitions, Workshops and Trips and many sessions (as voted in by the school council) are simply about relaxing and having fun!

Participation in Forest School and Beach School coupled with frequent educational offsite visits allow children to transfer their learning and build their problem solving and teamwork skills. Our specialist staff (from both our Prep and Senior School) and our parent and community 'real-life' experts inspire and challenge pupils through talks, workshops and themed days. Our breathtaking historical grounds host exciting and memorable educational and social events organised for our children and their families.

Fundraising and outreach programs allow our students to develop an understanding of the real world and the importance of community. Our pupils develop a strong moral compass and a healthy appreciation for life. Regular school productions and musical concerts allow our students to develop their confidence and performing art skills. Our regular in-school challenges bring our House families together in mixed ages across the school to work together and support each other in a light-hearted and competitive manner.

A fun, but challenging, more able program affords additional opportunities for stretching our learners potential and giving children opportunities to really shine. Many students enter and experience great success in local and national competitions (both sporting and academic).



Creating a Learning Environment

Situated in Bexhill, in bright airy classrooms, the National Curriculum is broadly followed and supplemented by specialist teachers with dedicated rooms for many subjects. A gymnasium, ample playing fields, a large astro turf pitch and a 25 metre, six lane, heated swimming pool allow for a full and varied range of physical activities. Our impressive facilities enable us to introduce every child to a range of activities so that they can identify those which they most enjoy, and at which they most excel. The Nursery is set in the grounds of the Prep School occupying a bright, modern purpose built building. The Nursery is an integral part of Battle Abbey Prep School and indeed the wider school family.



Head of Prep School

We are looking for an innovative, creative and forward-looking leader who can build on the success of the Nursery and Prep School; respecting its caring culture, family ethos and putting pupil wellbeing and achievement at the heart of everything.

They will have clear moral purpose, a love of teaching and learning, and a spirit of enquiry.

At Battle Abbey School we want our pupils and staff led with inspiration, inclusivity and enthusiasm, showing a deep understanding of our school values of belonging, aspiration and service.





Person Specification

Experience and Knowledge

- Bachelors Degree in a related subject with a PGCE or a Bachelors of Education with extensive teaching experience.
- To have a minimum of 5 years in Educational Leadership and a track record of success.
- Evidence of Continuing Professional Development.
- Experience of leading best practice in safeguarding and compliance.
- Experience of prioritising and delegating effectively in a busy and demanding school.
- A track record of successful senior leadership experience.
- Experience of leading and developing high performance teams with a clear commitment to the continuing professional development of colleagues.
- Experience of a Nursery or EYFS provision.

Qualities and Skills

- Leads by example and commands respect of pupils, parents and staff.
- Ability to motivate, influence and inspire.
- Develops and maintains strong and professional relationships.
- Has excellent communication skills in listening, speaking and writing.
- Has a positive outlook and strategies to maintain resilience and wellbeing.
- Has a strong sense of personal responsibility.
- Has the skills to run an inclusive and diverse school community, valuing and promoting inclusion.
- Demonstrates personal strength of character through transparency, integrity and fairness.
- Strong strategic leadership skills and an understanding of the issues particularly to an inclusive all-through school.
- Outstanding interpersonal skills and high levels of emotional intelligence with the ability to inspire and engage a range of audiences.





Key Responsibilities

The Head of Prep is responsible for the leadership and management of the Prep School and Nursery, in close collaboration with the Headteacher of Battle Abbey School.

The following outline gives an overall range of duties and responsibilities but is not exhaustive and the post holder will be required to undertake such other duties as the Headteacher may reasonably require.

Vision and Strategy

- Set a positive, inclusive and ambitious culture for all staff and pupils that supports the school values of belonging, aspiration and service and promotes mutual trust, respect and courtesy.
- Support the Headteacher, Board of Governors and Senior Leadership Team to deliver the whole school vision and strategic plan and lead on the development of the vision for the Prep School and Nursery.
- Ensure effective implementation, monitoring and development of whole-school culture and initiatives.

Leadership and Management

- Ensure effective day to day running of the Prep and Nursery.
- Line manage the Nursery Manager, Prep Director of Enrichment, Prep Director of Academics and the Prep School Office.
- Ensure the Prep School and Nursery are fully compliant with DfE and local authority child protection and safeguarding regulations and best practice.
- Ensure the school policies and regulatory requirements for curriculum, premises, health and safety and wellbeing of staff and pupils are met (including for ISI and Ofsted).
- Lead on inspection preparation for the Prep and Nursery including EYFS.
- Work with the Headteacher and Bursar to deliver sound financial management and efficient use of resources.
- Ensure the Nursery is effective in operation and delivery of high quality childcare services promoting the wellbeing and development of children.
- A strong resilient and empathetic leader who will inspire and empower pupils and staff.



Working at Battle Abbey School

- Access to an appropriate pension scheme.
- A warm welcoming environment.
- Free lunch and parking.
- Generous planning and preparation time.
- Access to on site Gym.
- Bespoke CPD and opportunities for development and promotion.
- The chance to become involved with boarding life and holiday clubs to enrich your experience.
- Small class sizes.
- Independence to innovate and inspire students more freely.
- Comprehensive Employee Assistance Programme.
- Loan device to support digital transformation at Battle Abbey School.



How to Apply

The closing date for applications is Monday 14th October at 9am.

Interviews will take place Wednesday 16th and Thursday 17th October.

In order to apply, please complete the application form and email to hr@battleabbeyschool.com.

Battle Abbey School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to an Enhanced Disclosure and Barring Service (DBS) check.

