

WYMONDHAM  
COLLEGE



PRIDE PASSION POSITIVITY



Boarding  
Assistant  
Recruitment Pack



# WELCOME

Thank you for your interest in the post of Boarding Assistant at Wymondham College. I hope that the information in this pack gives you a sense of the importance of this role in the continued development of our World Class School.

Wymondham College is a school community unlike any other, and is the largest State Boarding school in the country with over 1400 students on role, half of whom board with us. We have a staff in excess of 400 and our campus covers 83 acres of beautiful Norfolk countryside.

We are extremely proud of our heritage of strong academic performance underpinned by a broad and balanced curriculum and extensive Wymondham Life programme.

Zoe Fisher, Principal



Ready to make a difference?

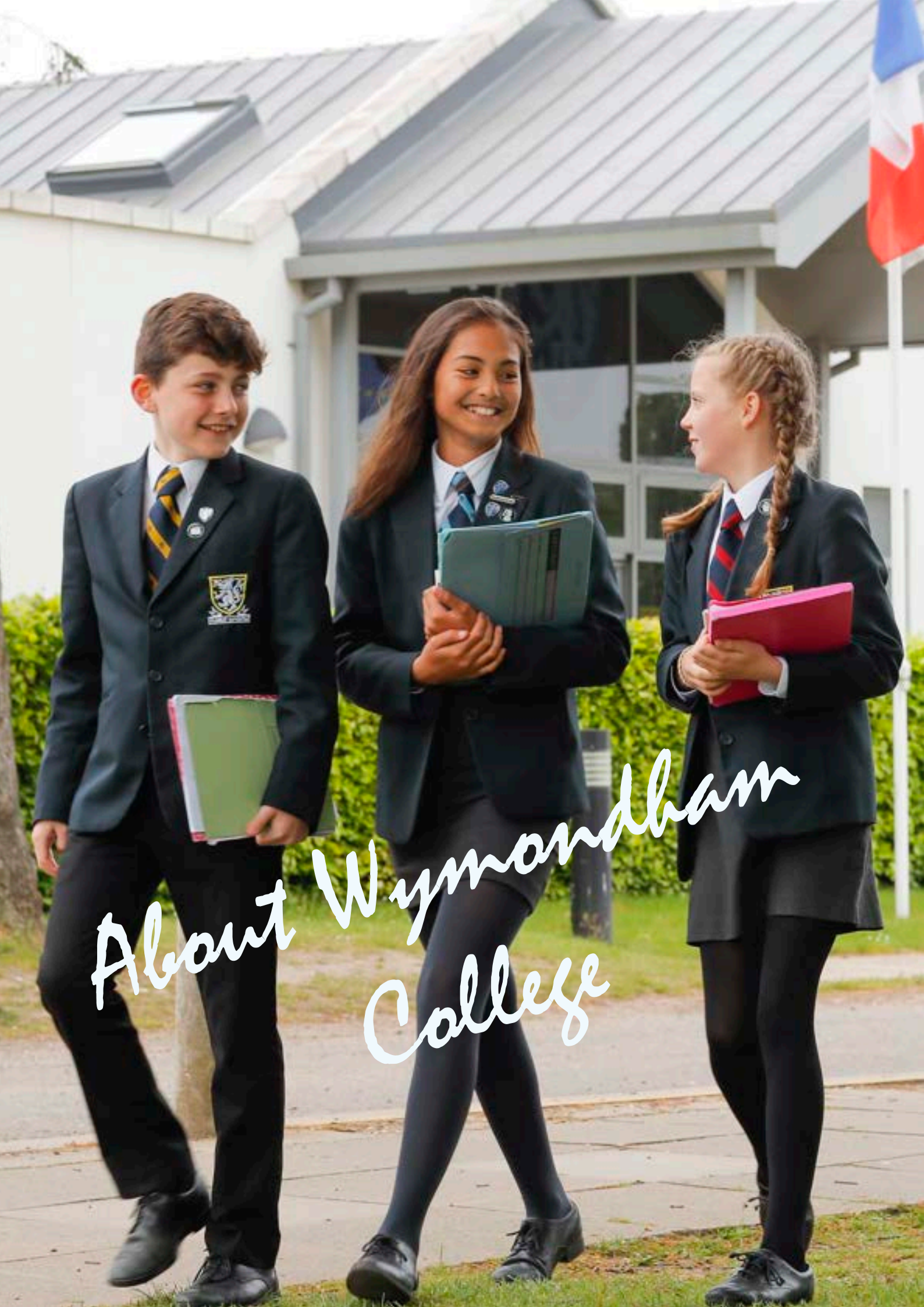


Secondary School  
of the Year

Ofsted  
Outstanding  
Provider

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About Wymondham  
College

## Our Core Values

A core value is a central belief, clearly understood and shared by every member of the College. Our three core values of PRIDE, PASSION and POSITIVITY say something of our culture, our ethos and our priorities. As such, they help us to define the type of College we strive to be. They speak also about the kind of young people we wish to send into the world.



By PRIDE we mean that everyone has a deep appreciation and respect for our heritage, Our history and our unique boarding community sets exceptional standards, Celebrating personal successes and gleaming pleasure from the achievements of others has a deep sense of loyalty and commitment to our community, to our Houses, to friendship groups and towards personal journeys.

By PASSION we mean that everyone is enthused and excited by learning, taking initiative and allowing others to do the same, so that every lesson counts embraces the wealth of leadership and Wymondham Life activities on offer, so that growth continues both inside and outside of the classroom is afforded the opportunity to lead, drive and shape the community in which we all thrive.

By POSITIVITY we mean that everyone welcomes and embraces challenge, accepting that we are at our most productive when stretched recognises that effort will lead to growth, that criticism can drive future success will foster positive and collaborative relationships with all members of the community.



# A DAY IN THE LIFE...

An example day in the life of a boarding assistant.

8:30 – 11:05

Read Log Book from the last time you were on duty.

11:05 – 11:25

Students breaktime, fruit and biscuits ready for 11:05am.

11:35 – 12:15

This is your lunch break.

12:15 – 13:35

Head over to the Refectory for your lunch duty.

13:45 – 15:45

This is your break – make the most of 2 hours of calm!

15:45 - Dinner

Mingle with the boarders and day students before dinner. After dinner PREP begins for all years.

19:30 – 20:30

Take students to sports hall/field for activities or stay in house for mingling and making toast.

20:30 – 21:45

Each year group will start being sent to bed in 15 minute intervals from 20:30.

21:30

Locking up the house and a general tidy up.



# WHY US?



Accommodation.  
Living accommodation is included with the role.



Food is included. (term time only)  
Balanced meals are rotated on a 3 weekly basis.



A unique experience. We are Ofsted "Outstanding" in both Education and Boarding inspections.



Opportunity to progress.  
Pathway to teacher training (PGCE)

“Working at Wymondham College has given me invaluable experience both in the classroom and in the boarding environment. I feel incredibly confident going into my PGCE in September thanks to the opportunities I’ve had at the College.”

Which path will you follow?



## BOARDING HOUSE ASSISTANT

**1 year FTC - Full time equivalent £22,366 per annum**

Wymondham College seeks to recruit enthusiastic and outgoing recent graduates (or people with equivalent experience) to the post of Boarding House Assistant to work in the College's boarding houses and provide support to our academic department.

We are looking for candidates interested in pursuing a career in teaching or education generally, who are able to add value to our academic departments and in a pastoral care environment within the boarding houses.

The College invites applicants from any academic discipline, but we are particularly interested in applicants who would suit a secondary role as a Cover Assistant (ideal for those considering a career in teaching). We are also seeking Sports Assistants to work with the PE Department, a Drama Assistant to work in the Drama department, Pastoral Assistants to work in the boarding houses and Special Education Needs Assistants to work with our Special Educational Needs department.

Wymondham College is a member of the Sapientia Education Trust (SET).

We offer full training and supervision for successful applicants.

This post is fully residential.

### PERSON SPECIFICATION

**The personal competencies expected of all College support staff are:**

- The ability to communicate clearly and tactfully using appropriate methods and an awareness of the impact of your own communication on others;
- Able to maintain positive relationships with all and able to work as an effective and flexible part of a team; willing to change methods of work and routines to benefit the team;
- Willingness to accept responsibility for your own actions; the ability to prioritise effectively, meet deadlines and accept challenges.

**The professional competencies expected of a Boarding House Assistant are:**

- Have the personality and presence required to carry out required duties effectively;
- Have a good rapport with young people and act as a positive role model to them;
- Be energetic, flexible and positive;
- Be imaginative, articulate, adaptable and keen to make a difference;
- Be supportive of the particular ethos and expectations of Wymondham College as a leading state boarding school;
- Be flexible and creative in approach and be open to the possibility of developing a wider role in the College.

**The qualifications and previous experience required for a Boarding House Assistant pathway one are:**

- A degree is desirable but not essential.
- A-Level and GCSEs required (English + Maths grade C+/4.00)





Which path will  
you follow?

## PATHWAY TWO - GRAD2TEACH

The Sapientia Education Trust are partnering with Grad2Teach. We can help you take the next step to become a fully qualified teacher through a Grad2teach salaried Teacher Training programme. You will need determination, patience, and compassion to maintain, and improve your students' learning environment as well as their curiosity and engagement. If this position sounds perfect for you, then Grad2Teach is here to help you take an alternative, salaried route to a long and fruitful career in teaching.

As a trainee on Grad2Teach's salaried teacher training programme, you will receive high-quality, CPD-accredited training. All your training is led by experienced school leaders, including coaching and mentoring. Grad2Teach will ensure you meet the Teachers' Standards throughout the salaried teacher training programme.

With Grad2Teach you will work to complete a one- or two-year course, achieving a Post Graduate Certificate in Education (PGCE). You will gain experience working in at least two schools whilst on our salaried teacher training course.

Upon passing Phase 2 of Grad2Teach's salaried teacher training programme, you will have completed your PGCE and be a qualified teacher with QTS.

### In Training Phase 1, you will:

- Receive Grad2Teach-funded training while you work on our 39-week, school-based, salaried teacher training programme
- Gain invaluable insight into classroom management and teaching practice
- Receive 24/7 support from our friendly team
- Receive three Quality Assessment observations from one of our trainers in your employer school
- Develop an understanding of what it means to be a great teacher

### In Training Phase 2, you will:

- Attend 6 training days with our partner university
- Complete 3 written assessments reflecting on your experience and what you've learned so far
- Cover up to 80% of a teaching timetable within a classroom
- Work under a dedicated learning mentor who will guide and advise you along your journey
- Experience two contrasting school placements, allowing you to broaden your experience

### The qualifications and previous experience required for a Boarding House Assistant pathway two are:

- A relevant university degree with a minimum of a 2:2 classification.
- Preferably some experience in a UK classroom.



# HOUSE WELCOME

## Welcome to Wymondham College!

Wymondham College is a thriving, exciting and diverse place to work and live. The boarding aspect of the College provides an opportunity for people to develop a greater understanding of pastoral responsibilities whilst maintaining academic involvement and of course, getting to know and support the young people who learn and live here.

I, myself, started my career as a Residential Fellow. This was a precursor to the current Boarding House Assistant role with similar responsibilities. The experience I gained piqued my interest in education and I went on to hold several boarding roles and gain my teacher training degree before obtaining my current role as an Assistant headteacher. In previous years, many of our Boarding House Assistants have gone on to gain their Teaching qualifications, take on roles in other boarding schools and followed pastoral routes at other schools both within and outside the county.

Working in boarding is hugely rewarding. The staff are deeply committed to providing the best possible care for the students whether that involves helping out with prep in the evenings, providing fun and entertaining activities at the weekends, going on trips and assisting the extra-curricular clubs programme, or being in house to supervise toast and biscuits! Boarding houses are like families – they look out for each other; they support each other and they celebrate achievements together.

I look forward to you joining our wonderful boarding family.

### Mr L Summers - Assistant Principal Boarding and Enrichment



“ I love boarding because it has helped me become more independent. My teachers and boarding staff have helped my confidence grow and I love that it feels like one big family. ”

Year 9, Cavell Hall





## THE LOCAL AREA

### Wymondham

Wymondham UK is an extremely attractive and very pleasant market town 9.5 miles south west of Norwich, with historic buildings dating back to the 15th Century and an iconic market cross in the centre of the town.

[explorethenorfolkuk.co.uk](http://explorethenorfolkuk.co.uk)

### Attleborough

Attleborough is a market town situated within the district of Breckland. Located on the key A11 trunk road with a rail station on the Norwich to Cambridge line.

[attleboroughtc.org.uk](http://attleboroughtc.org.uk)

### Norwich

A bustling business and shopping center, Norwich is East Anglia's traditional capital, a fact reflected in its splendid Norman cathedral, its castle, and the city's many other historic points of interest. Centuries of history can be found in its old gateways and winding lanes.

[visitchorwich.co.uk](http://visitchorwich.co.uk)

### Norfolk Coast

Norfolk's 90 miles of coastline there's lots of variety to enjoy, from stunning beaches with pristine sand, to soaring cliffs, shingle spits, saltmarshes and estuaries.

The coast includes an Area of Outstanding Natural Beauty and many nature reserves, as well as seaside resorts with lots of family-friendly attractions and activities.

[visitchorfolk.co.uk](http://visitchorfolk.co.uk)

Wymondham College is blessed with 83 acres of green open space in the heart of rural Norfolk. Whatever your interests, Norfolk has things to do for all.

Norfolk is famous for its birdwatching, for boating in the Broads National Park and for our beaches and coast. Without many hills, Norfolk is perfect for walking and cycling. Visitor attractions in Norfolk are second to none, from shopping centres to zoos there is something for everyone.





# Contact Us

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