



HOLMEWOOD HOUSE SCHOOL

Barrow Lane, Langton Green, Tunbridge Wells, Kent, TN3 0EB
Telephone: 01892 860000 Website: www.holmewoodhouse.co.uk



Creative Learning Leader (Term time only)

About Holmewood House School

Holmewood House is a prestigious independent Prep School of 440+ pupils aged 3-13 years, set amidst 30 acres of the most beautiful Kent countryside, just outside Tunbridge Wells. The School is a happy and supportive working environment, where we pride ourselves on the exceptional provision for our pupils and staff in all areas.

Holmewood House provides a broad, well-balanced curriculum with outstanding teachers in what is very much a family school where the positive relationships between the teachers and children allows staff to get to know and understand the individual needs of each and every child. They foster their talents and nurture their growth through a challenging and exciting curriculum.

The school wholeheartedly believes that emotional and social well-being, self-esteem, happiness and confidence are of prime importance and are in themselves inextricably linked to academic progress. Staff are excited by the curiosity and thirst for learning that each child, regardless of their ability, naturally displays. They work hard to allow each child to ask why, to query and to

have the time to develop their thoughts into fresh discoveries and innovations and, in doing so, overcome the challenges faced. The end result is the celebration of learning – a reward in its own right!

The wonderful environment and outstanding facilities provide a strong framework upon which the ethos of 'allowing children to be children' can be achieved. Childhood is full of exciting new experiences which, parents and teachers relive, through the eyes and laughter of the children.

The relationship between home and school is of fundamental importance in ensuring every child is surrounded by the love, care and guidance which they require as they make their way through their educational journey. In short, the partnership allows the children to enjoy the most important journey of all: childhood.

For further information about Holmewood House please visit our website

www.holmewoodhouse.co.uk

The Role

The successful applicant will be responsible for managing the Learning Hub and its associated resources. The Creative Learning Leader will work closely with the Assistant Head of Teaching and Learning to innovate in all areas of the curriculum ensuring that students have access to highly engaging materials and information. The post holder will need to have a creative approach to learning and will use their skills and expertise to work with children and staff to produce a rich and exciting learning space. The Creative Learning Leader will advise staff and pupils on the use of technology and digital resources helping to enhance the pupils' learning experience. The Creative Learning Leader will be an integral part of the Teaching and Learning team.

The post holder must be passionate about literature and will spend much time encouraging and inspiring Holmewood pupils to want to read for pleasure. This might be achieved in a variety of ways, including working with local authors, using technology, creating attractive book displays and being in touch with current literary trends.

The Creative Learning Leader:

- Will work with the Assistant Head Teaching and Learning and curriculum leaders to ensure that there is some support for all curriculum areas
- Will lead Learning Hub sessions for different groups of children e.g. learning skills
- Will create an innovative Learning Hub activities programme
- Will work with authors and publishers to provide children with exciting learning opportunities
- Will advise staff on the use of technology in enhancing children's learning
- Will be responsible for the day to day operation of the Learning Hub
- Will be expected to maintain the space and ensure that it is an attractive and engaging space for children to learn
- Will ensure that the content of the library is current and exciting
- Will advise both staff and pupils on the choice of literature and other materials to support learning and delivery of curriculum materials
- Will engage openly and willingly with the children

Experience & skills required

We are looking for a person with the following skills:

- Educational Innovator
- Curriculum Innovator
- Resources Adviser
- Digital Learning Enthusiast
- Strong Leader
- Strong Communicator
- Flexible in approach
- Able to work independently
- High standards

Whilst every effort has been made to outline the main duties, responsibilities and requirements of the role the list is not exhaustive and the successful candidate will be required to undertake different tasks as necessitated to meet the changing needs of the school environment and the professional development of staff. This job description may therefore be subject to amendment.

Qualifications

- Educated to degree level
- Evidence of CPD

Reporting Line

Assistant Head Teaching & Learning

Hours for the role

Monday – Friday, 12pm – 6pm including a 30 minute unpaid break each day, this is equivalent to 27.5 hours each week whilst the school is in session including staff Inset and training days.

Salary

A competitive salary will be offered depending on the skills and experience of the successful candidate and the exact hours of work agreed.

Pension & School Benefits

In addition to a competitive salary, the successful candidate will be offered a range of benefits including an employer contributory pension, free parking, term time only working and free lunch/refreshments.

Start date

1 September 2022

Offer

The successful applicant will be offered the role subject to the satisfactory completion of a number of background checks including but not limited to; an enhanced DBS check, the taking up and verification of references, the verification of career history and fitness to undertake the role.

Safeguarding

Holmewood House is committed to promoting and safeguarding the welfare of children. All staff are required to adhere to and ensure compliance with the School's Safeguarding policies at all times.

The school adopts a rigorous safer recruitment process which is adhered to in the appointment of all new members of staff. As part of the safer recruitment process, all applicants must be willing to undergo child protection screening appropriate to the post including, but not limited to, checks with past employers and an enhanced Disclosure and Barring Service (DBS) check.

Application

If you wish to be considered for this role, please complete an application form which is available on the [job opportunities page](#) and either complete online or download a word version available on the website and email to: recruitment@holmewoodhouse.co.uk.

CVs can also be submitted as supporting information to the application form.

The closing date for applications is Friday 1 July at 9am, though the school reserves the right to interview and offer the role prior to this date. If you would like more information on the role or require a hard copy application form please contact the School on 01892 860000.