



# Loretto

**Teacher of History & Politics**

**Information Pack**



**Loretto**

## Would you like to join our Team?

Situated along the East Lothian coast in Musselburgh – just six miles from Edinburgh – and set within an 85-acre leafy campus with excellent facilities, Loretto makes the perfect educational setting for pupils. Established in 1827, Loretto is a leading independent co-educational school for boarding and day pupils aged 3-18.

At Loretto, we're always on the lookout to enrich our already strong team. As an Equal Opportunities employer, we welcome applications from all sections of the community and encourage anyone with the necessary skills and experience to apply to join our school.

Join us and you'll find that we support ambition, recognise achievement and encourage innovation in every one of our people.

In addition to your basic salary, the benefits of working with the school include:

Enhanced holiday allowance

- Generous pension scheme
- Family friendly policies
- Annual review and opportunities for training and continued professional development
- Bike to work scheme
- Employee Assistance programme
- Opportunities for involvement in the wider school community

If you would like to find out more about the school, our ethos, or have any questions about our vacancies, please contact our Human Resources Team at [hr@loretto.com](mailto:hr@loretto.com)

### Teacher of History & Politics

We are looking for an enthusiastic and passionate teacher, committed to the quality of learning and teaching and to providing an engaging and inspiring experience for the pupils. The successful applicant will be a teacher who understands the importance of this role as well as the broader task of conveying interest and passion for the subject in the classroom.

We are looking for a candidate with high expectations of students, who will maintain the high grades achieved in recent years while also promoting a love of the subject inside and outside the classroom.



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The successful candidate is expected to possess the following qualities:

- a passion for History & Politics and an ability to share this with pupils in a non-partisan and academic way
- a high level of academic qualification in History
- the ability to plan, prepare and deliver creative and challenging lessons to all age groups
- the confidence to use innovative teaching methods that enhance learning and teaching
- the creativity to produce resources which contribute to teaching and departmental development
- good organisational skills and punctuality
- a willingness to work as part of a team and to share ideas with colleagues
- a willingness to help organise departmental school trips
- an ability to maintain an engaging learning environment through a well-decorated classroom

You will be required to teach History to GCSE and A Level, and Politics at A Level. The Department uses the Edexcel exam board. You will also be expected to participate in the pastoral and extra-curricular life of the school.

The successful candidate will be expected to be fully registered (or have the opportunity to become fully registered) with the GTCS.

### **Application**

If you think that this is the right opportunity for you visit our website for an application form. You should send your completed application form and, should you wish, supporting statement/CV to [jobs@loretto.com](mailto:jobs@loretto.com)

**Closing Date: Friday 22<sup>nd</sup> November 2024 at 4.00pm (GMT)**

### **Our School**

The first thing you notice when you enter the Loretto campus is the warm and vibrant atmosphere. Welcoming 500 pupils across the Junior and Senior School, our small size means that every child is known and nurtured and feels part of our community.

Taking a holistic approach to education, every child is developed in mind, body and spirit. This ground-breaking educational philosophy was introduced by our most famous Head, Hely Hutchinson Almond. No matter where pupils' passions lie, a Loretto education ensures they will be supported to explore and develop these.



From wrap-around care in Pre and Junior School and day, flexi, weekly, and full-boarding options in Senior School, Loretto offers flexibility to modern families. Pupils can board from age 12. The school has two boys' boarding houses, two girls' boarding houses, and one co-educational house – each welcoming boarding and day pupils, ensuring everyone feels at home at Loretto.



## Our Pupils

The Lorettonian community is diverse and inclusive. We welcome pupils from 25 different countries, expanding the horizons of all our pupils. In addition, our bursaries and scholarships mean that no matter a child's financial background, a Loretto education is accessible.

Loretto pupils are well-rounded and determined. With a 99% A Level pass rate in 2024, pupils at the school perform exceptionally well academically. However, as every pupil is encouraged to pursue their individual interests, excellent achievements are evident everywhere – from the arts to the sports pitches.





## **Our Staff**

We have a very friendly and supportive Common Room with a wide range of interests and life stories. The demographic of the staff is varied from newly qualified teachers to those who know the school and its history inside out. Some teachers have joined straight from university; others after taking a PGCE and some have taught in the Independent Sector before. In addition, several members of staff have also taught internationally. Naturally with such a wide range of backgrounds and experience the staff at Loretto are professional and encouraging of each other.

All staff members are enthusiastic about their subject and have a willingness to be involved in the life of the school beyond normal school hours. All staff are involved with extra-curricular activities and all have a passion for helping the children's learning experience outside the classroom. Staff at Loretto go the extra mile for the pupils in their care.

## **Wider School Responsibilities**

Loretto operates for seven days a week in term time and all members of staff have broader roles in the pastoral care of children. The successful candidate will be a tutor to



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around ten tutees and will also undertake an evening duty in a boarding house once a week.



### **Terms of the Post**

This is a permanent, full-time post however part time can be discussed at interview. Loretto has its own salary scale and salary will be determined by experience and aptitude for the role. There is also a fee remission for staff with children at the school.

### **Interview procedure**

It is anticipated that the first-round interviews candidates will be interviewed by the Head of Department and Senior Deputy Head. Candidates who advance to the short list will be interviewed in school.

### **Application**

If you are suitably qualified and want to make a positive difference, then we welcome an application from you. Loretto is a busy school and staff are fully committed. If this lifestyle suits you then you will find the school an enormously fulfilling place to work.



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If you think that this is the right opportunity for you, please send a completed application form and covering letter to [jobs@loretto.com](mailto:jobs@loretto.com) A full job description and person specification are available on request.

Alternatively, if you would like to arrange for an informal discussion please email [HR@Loretto.com](mailto:HR@Loretto.com)

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*The School is committed to equal opportunities for all its pupils and staff.*

*Loretto is committed to safeguarding and promoting the welfare of children. Loretto meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to Disclosure Scotland Protecting Vulnerable Groups (PVG) Scheme checks before the appointment is confirmed. This will include details of cautions, reprimands or final warnings, as well as convictions. The cost of this application will be met by the School. Annually, every member of staff at the School is required to undergo, complete, and sign to confirm that they have received child protection training and will uphold it.*

*At Loretto, we're always on the lookout for new talent to enrich our strong team. We welcome diversity and encourage anyone who has the necessary skills and experience to get in touch.*

*Applicants must be able to provide evidence of having the right to live and work in the UK. Loretto School is an equal opportunities employer.*



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