

# Working at Halliford



Halliford  
School  
SHEPPERTON

*'Excellent in all areas'*

ISI December 2022





## Contents

**Welcome from the Headmaster** 3

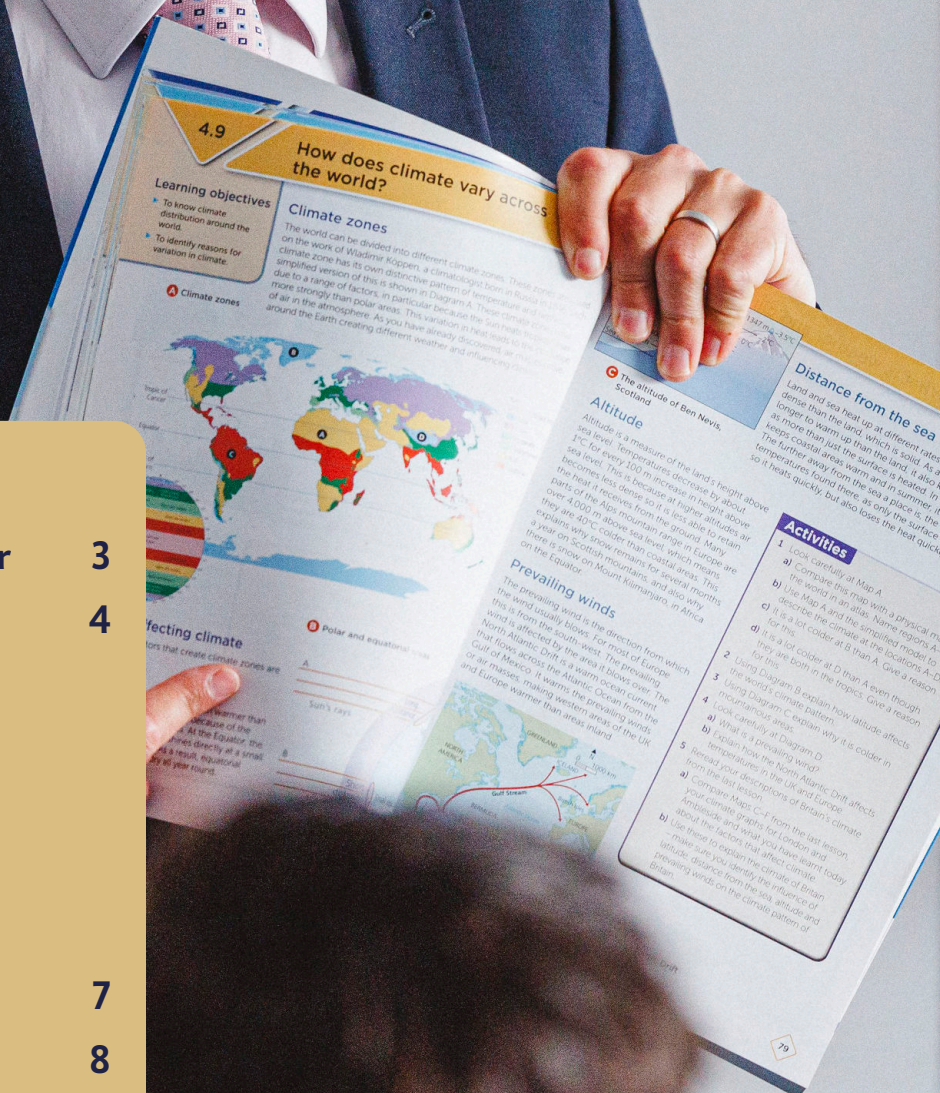
**About the School** 4

- Our Vision
- Our Aims
- Mission Statement
- Values
- ISI Report
- IT Strategy
- The Pastoral Structure
- Location

**Employee Benefits** 7

**Application Process** 8

**How to find us** 10





## Welcome from the Headmaster

Thank you for the interest you have shown in Halliford School. I welcome you to our wonderful school and I hope that what you will read on the following pages and our website will encourage you to come and see for yourself what a magnificent place Halliford School is to be a part of.

As the Headmaster, I am working with the students and staff here to create a school where we strive for excellence in all that we do. My job, along with my colleagues on the senior leadership team, is to support and empower our dedicated staff members as they strive to provide an education that enables each of our students to become the very best version of themselves that they can possibly be. In appointing new staff, we seek to find exceptional talent and work with our staff to foster a culture of energy and vitality for learning, where possibilities for our students are endless.

Halliford School achieved the highest possible rating in its most recent ISI inspection in December 2022, receiving an “excellent” rating for both academic achievement and pupil personal development. This is a very exciting time to join the school, as we are committed to building on these successes and taking Halliford School to the next stage of its development.

We recognise that every child is unique and that the key to reaching their true potential lies in an education that is as full as it is diverse. Our approach to striving for academic excellence is perfectly complemented by our commitment to helping students develop a wide range of interests, build their aspirations, and become confident and resilient individuals prepared for the future. We offer small class sizes, which enable personalised teaching and learning strategies suitable for our boys and girls.

We also recognise that the environment in which a child learns is just as important as what they learn. Renowned for our outstanding pastoral care, we work hard to create a community where our students and staff can come together, where they are encouraged to flourish, where they can feel safe and comfortable, confident and proud, stimulated and inspired and, most of all, happy.

The staff room at Halliford is welcoming and supportive of new colleagues with our culture founded on the principle of mutual respect. We are a busy school, and our staff offer a great number of opportunities to the students. We seek to offer our staff rich opportunities for personal and professional development and training.

I warmly invite you to consider joining us to be a part of this wonderful school on our exciting journey and I look forward to hopefully inviting you to interview. Good luck!



**Mr J Davies**  
**Headmaster**



## About the School

Halliford School teaches boys in Years 7 – Upper 6th and, since 2007, has taken girls into sixth form. There are currently around 460 students on roll. In November 2014, the school was accepted into membership of HMC. The school has seen expansion since September 2018 and has an impressive array of facilities, including a dedicated theatre, classroom block, technology building, multi-purpose sports hall, gymnasium and sports pitches, both at school and on a nearby separate site. Our Philip Cottam Centre houses Music, Art, Sixth Form Centre and Café, along with recently refurbished kitchens and dining room. The Woodward Building, opened in 2021, contains an impressive Learning Resource Centre and six spacious classrooms.

We are proud of many excellent results achieved by our students and see some magnificent University destinations for our Upper Sixth students, including Oxbridge. Applications for places to join the School are incredibly strong and in September 2023 the School opened with waiting lists in all year groups.

## Our Vision

To be acknowledged as the small independent school of choice for 11-18 year olds, where we are proud to belong to a thriving, happy and aspirational community that is committed to each student as an individual.

## Our Aims

- To provide a stimulating learning environment for boys 11-18 and girls 16-18 where we promote academic excellence and provide opportunities to realise the full potential of every individual to become the best version of themselves.
- To provide a warm-hearted family ethos in which every student is known and valued as an individual.
- To enable each individual to discover and develop his / her talents, character, creativity, resilience and ability to work within a team by providing a balanced and wide-ranging co-curricular programme.
- To create an environment in which all members of the school community feel supported and valued and able to contribute positively to the lives of others by providing a framework of outstanding pastoral care.
- To equip our students for the world they will encounter beyond Halliford School.





## Mission Statement

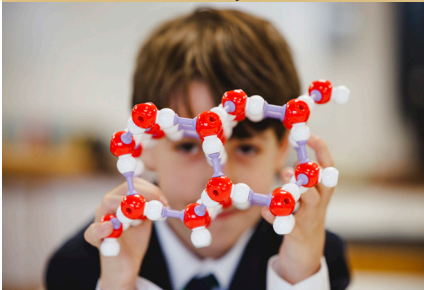
Halliford is a school based on strong family values where we know and respect every student as an individual. We encourage and support Hallifordians to flourish and become the best version of themselves that they can possibly be.

We aim for excellence by being academically ambitious but at the same time academically sensitive.

We inspire Hallifordians within a community that is founded on high quality teaching and learning, outstanding pastoral care and first class sporting, cultural and co-curricular opportunities.

## Values

**Intellectually Curious**



**Respectful**



**Warm-Hearted**



**Team Players**



**Creative**



**Resilient**



## ISI Report - December 2022

“Pupils develop excellent self-confidence and a high degree of self-awareness as they move up the school. Year 7 pupils spoke joyfully about how they have quickly settled in and already feel valued members of the school community.”

“Pupils of all ages display excellent levels of knowledge, skills and understanding in a wide range of subjects. Pupils have a deep understanding of subject-specific techniques in many subjects.”

“Data provided by the school indicate that in public examinations, pupils attain examination grades at least in line with and often beyond the level expected for their ability, indicating strong progress from their starting points.”

## IT Strategy

Halliford School invests in the latest teaching and learning resources. The school's 1:1 Microsoft Go Device programme offers students and staff the best collaborative tools to work. All staff are provided with their own MS Go, and departments are supported in developing their resources to make the most of this innovative technology.

## The Pastoral Structure

Our students are designated a House that will act as both pastoral support and also a community throughout their time at the School. Houses have a tutor in each year group and a Head of House. The four Heads of House are responsible for a team of tutors in Years 8 – 11 who manage their tutees' day-to-day pastoral and academic lives. All full-time staff members are tutors within this structure, and full training and support are given.



## Location

Halliford School is situated in Shepperton, in a beautiful setting alongside the banks of the River Thames. The school was founded in 1921 as an independent grammar school on the present site. The School stretches out over six acres behind the tall-storied Georgian House set back from Russell Road.

The School works hard to support local businesses and is proud to source the vast majority of our food and provisions from local businesses. There are many local restaurants and riverside walks and thriving sports clubs and cultural opportunities on offer. The boroughs of Spelthorne, Kingston, Staines and Richmond-upon-Thames offer a vast array of accommodation options ideal for young people and those with a family.

The village is the final stop on a branch line from London Waterloo with services stopping at Vauxhall, Clapham Junction, Wimbledon, Kingston, Teddington, Hampton and Sunbury. The journey time to London is 50 minutes. There is a faster route to London Waterloo from nearby Walton-on-Thames with fast trains taking 25 minutes.

The School operates a shuttle bus along with other local services buses to Walton-on-Thames. The M3 and M25 are a few minutes' drive from the School.



## Employee Benefits



### Salary

Competitive salary, well above the maintained sector



### School Fee Reduction

Children of staff at Halliford School may, subject to passing the entrance examination, be eligible for a 50% remission on fees at the discretion of the Governing Body. This is prorated according to working days.



### Meals and Refreshments

All staff are entitled to eat free of charge during term time, and delicious home-cooked meals are served at lunchtime. In addition, hot drinks and biscuits are provided daily in the staff common room, with cakes on special occasions. Speciality tea and coffee are available daily from the Sixth Form Cafe.



### Professional Development and Postgraduate Study

Staff are encouraged and supported to undertake a wide variety of professional development opportunities both within and beyond the school, including the ISQAM programme. Those wishing to undertake professional qualifications may seek financial support from the Governing Body.



### Sports Facilities and Classes

Staff members are permitted to use the school gym and fitness facilities subject to approval from the Director of Sport. Weekly yoga class for staff after school.



### Staff Pension

Membership of TPS for all staff as well as a DC Scheme with extensive optional benefits.



### Private Parking

Free on-site parking is available to all staff, subject to availability. Subject to approval, staff can use their private vehicles for school journeys during school hours covered by the school's insurance, and staff can claim suitable mileage.



### Travel and Visits

We encourage and support staff to organise trips for our students, which provide invaluable opportunities to travel and visit new countries.



### 18 weeks holiday (including Bank Holidays)



### Provision of a Microsoft Surface Go



### Cycle-to-work scheme with [cyclescheme.co.uk](http://cyclescheme.co.uk)



### Personal accident insurance through the school insurers



### Staff Socials



### Staff wellbeing support



### 24-hour counselling helpline service



### Opportunities to join worldwide educational trips



### Enhanced Sickness Pay





## Application Process

### General

We are proactively committed to creating a diverse staff body which reflects the community that we teach. At Halliford School we value diversity and inclusion; we want to attract the best people for the role available. This is regardless of age, ethnicity, sexual orientation, gender, disability, socioeconomic status or religious beliefs.

Halliford School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff, volunteers and visitors to share our commitment. We are an equal opportunities employer and the successful candidate will be subject to enhanced DBS disclosure and employment reference checks. You must be eligible to work in the UK.

### Application Form

Halliford School uses an application form to apply, which can be downloaded from the job listing at [www.hallifordschool.co.uk/vacancies](http://www.hallifordschool.co.uk/vacancies). Please apply as soon as possible as applications will be considered upon receipt; we reserve the right to interview/appoint before the closing date.

Within the application form, there is the opportunity to demonstrate, using examples, your suitability for the role and the qualities you would bring to Halliford School.

If you have changed your name by deed poll or any other mechanism (e.g. marriage, adoption, statutory declaration) you will be asked to provide documentary evidence of the change.

Email the completed form, along with a covering letter, addressed to the Headmaster, Mr James Davies to [hr@hallifordschool.co.uk](mailto:hr@hallifordschool.co.uk)

All applications will be acknowledged by email.



## Invitation to Interview

Our interviews are held at the School. Candidates with a disability who are invited to interview should inform the School of any necessary reasonable adjustments or arrangements to assist them in attending the interview.

If you are shortlisted and invited for interview, we will ask you to bring in evidence of the following;

1. Identity: passport or photocard driving licence
2. Address: document from the DBS List of Valid Identity Documents with current address
3. Proof to work in the UK: passport or UK birth certificate
4. Qualifications: original documents confirming any educational and professional qualifications.

## References

Offers of employment are subject to the receipt of a minimum of two references which are satisfactory to the School. Please refer to our Recruitment Selection and Disclosure Policy which can be found on the school website here.

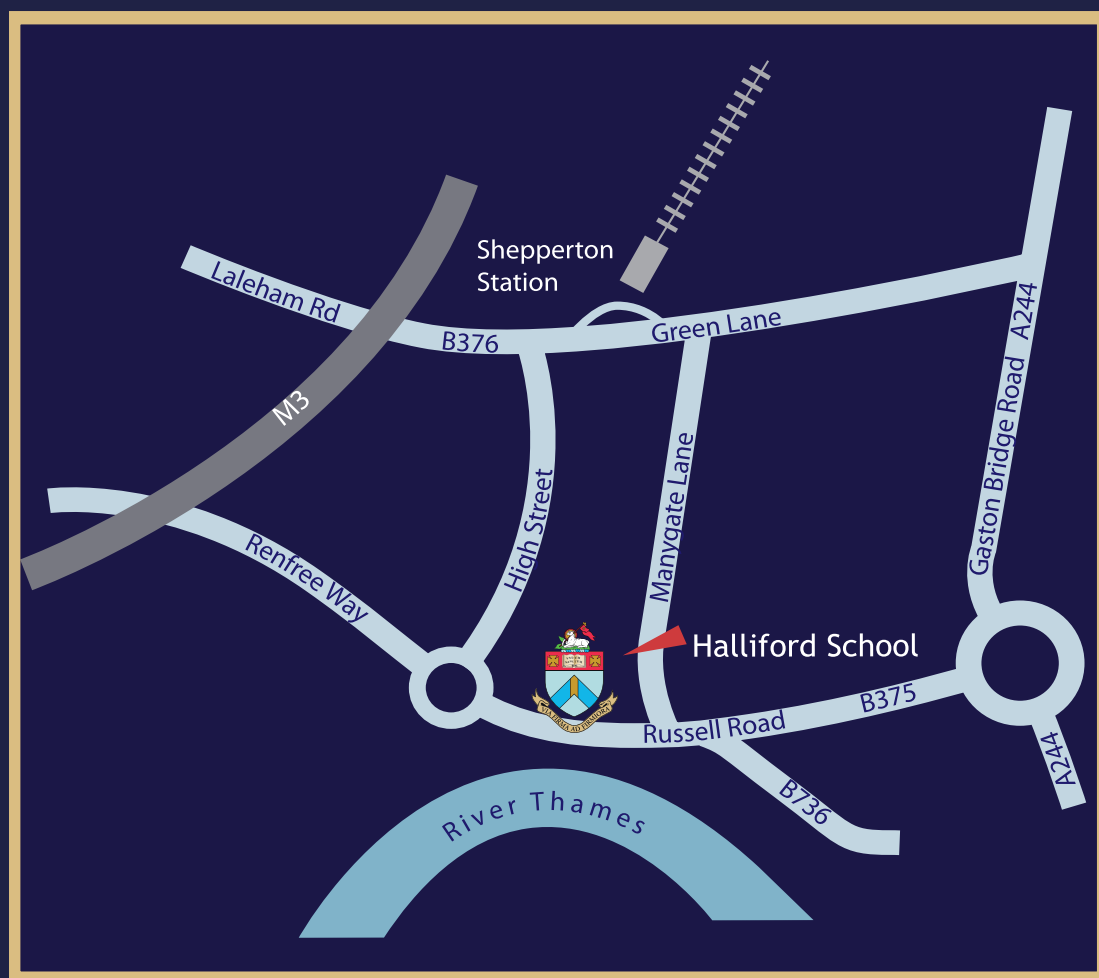
## Information

If you have any queries at all about the recruitment process please contact Zoe Fazackerley, HR Officer on **01932 234 920** or **[zoe.fazackerley@hallifordschool.co.uk](mailto:zoe.fazackerley@hallifordschool.co.uk)**





# How to find us



Halliford  
School  
SHEPPERTON

Independent Senior Day School  
Boys 11–18 years • Girls 16–18 years

Halliford School  
Russell Road  
Shepperton  
TW17 9HX

Tel: 01932 223593



Leading  
Independent  
Schools



[www.hallifordschool.co.uk](http://www.hallifordschool.co.uk)



*Come as you are. Go as all you can be.*