



TUNBRIDGE WELLS GRAMMAR SCHOOL for BOYS

**RESPECT. EXCELLENCE. DETERMINATION.**

*TWGSB has a vibrant and unified community of staff and students who work together to achieve great things.*



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## Welcome from the Headteacher

Dear colleague

As Headteacher it gives me great pleasure to introduce you to our school and I want to start by thanking you for exploring a job opportunity with us. The fact that you are reading this letter is a clear indication of your career aspirations.

Tunbridge Wells Grammar School for Boys is a large selective boys' school and competition for a place here is high.

The staff are committed to ensuring the education at TWGSB is nothing short of excellent in every aspect. We all share the same vision: 'To be the best selective boys' school in West Kent' and our journey towards achieving this is an exciting one.

There has been over £27 million of investment over the past two years, leading to some outstanding facilities, including a new campus in Sevenoaks which provides our neighbouring town with a selective education for three forms of entry. Our culture and ethos are one of 'All Round Excellence' for students and staff and as an organisation we are high support and high challenge.

If you would like to be part of our journey of transformational change then I would encourage you to visit. Come and meet the students and staff, all of whom are exceptionally proud of our school community. I hope this pack starts to give you a flavour of what TWGSB is like and, more importantly, I look forward to meeting you. We very much look forward to receiving applications from candidates whose personal qualities, value and experiences support and reflect our own.

Yours sincerely

A handwritten signature in black ink, appearing to read 'AS'.

Amanda Simpson  
Headteacher

## About the School

Tunbridge Wells Grammar School for Boys, also known Boys Grammar or TWGSB was originally founded in 1956 as a technical school and later became a grammar school in 1982. It is one of the largest grammar schools in England, with over 1500 students and approximately 150 staff split across two sites.

Whilst we are Boys Grammar School, we warmly welcome female students in the Sixth Form.

Our philosophy at TWGSB is that education is about personal development and should give young people every opportunity to explore and learn about the world around them.

Our values are: Respect, Excellence, Determination.

Our vision is “To be the best selective boys’ school in West Kent”.

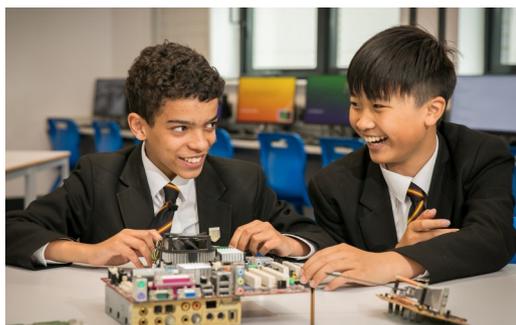
## Curriculum Intent

At Tunbridge Wells Grammar School for Boys, our curriculum vision is to empower our students not only to achieve academic excellence but also to develop into global citizens who will go on to make a positive contribution to society.

We encourage all students ‘to achieve personal excellence in a wide range of academic, cultural, humanitarian and sporting activities’ and develop ‘the life skills and sense of personal responsibility they need to realise their full potential.’ We recognise that this goes beyond the basic requirements of success in exams. At TWGSB we seek to offer a wider curriculum that is rich and challenging.

In order to achieve our vision, we hope to empower students to:

- Achieve academic excellence
- Develop into global citizens
- Make a positive contribution to society
- Flourish as individuals
- Experience a broad curriculum with a diverse range of intra-and extra-curricular activities
- Succeed in public examinations for their next steps





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## **Admissions**

TWGSB is a Kent Community School and the authority with responsibility for admission to this school is Kent County Council. Kent operates a county-wide selective system, which means that primary school pupils in Year 6 are tested in order to decide whether they are suited to education in a selective school. Nearly all of our pupils join us in Year 7 after having attained the appropriate scores in this test.

In order to ensure all students have a chance to be successful we insist on a minimum level of performance at GCSE. They should obtain at least 48 points from their best 8 GCSE grades with no less than a Grade 5 in English Language and Mathematics. Students wishing to study Mathematics at A Level must have a minimum of Grade 7 at GCSE. For other subjects at least a Grade 6 is required in the subject the student wishes to study at A Level or in a closely related subject for those subjects that are new to the curriculum in the Sixth Form.

## **Ofsted**

TWGSB was inspected 24–25<sup>th</sup> November 2021. The school continues to be a “Good” school.

## **Quotes from the Ofsted Report**

*Pupils are proud to attend this harmonious community. They feel safe and well cared for...They say that should they have any worries, teachers will listen and deal with their concerns swiftly. Parents and carers are highly appreciative of the school. One parent echoed the thoughts of many by saying, ‘I could not recommend this school more highly, the children are thriving’.*

*Leaders and governors are highly ambitious for all staff and pupils. A strong culture of learning and achievement runs through the school. The curriculum is broad and balanced.*

## **Teacher Training**

Tunbridge Wells Grammar School for Boys offers Initial Teacher Training (ITT) and other subject specialist training through the Kaizen Teaching School Alliance.

*I was looking for a place where my skills, experience and knowledge would be recognised and developed. I managed to find this at Tunbridge Wells Grammar School for Boys. It is a lovely working environment where students are amazing at making you feel welcome and colleagues and the Leadership Team are supportive and caring.*

**Ms Persee, Head of Year 8**



### **The School Community**

Within TWGSB, there are approximately 150 members of staff, which are made up of 90 Teachers (and SLT) and 60 member of Support Staff.

Prior to starting, all individuals are welcomed to school to meet staff and have a full induction session and receive an Induction pack, which includes useful information about the school.

### **Staff Wellbeing**

Teaching within a school can be immensely rewarding, but it can also be physically and emotionally draining at times. It is our responsibility to ensure that your mental health and wellbeing is supported effectively.

This School acknowledges the duty of care it has towards all Employees and recognises the importance of supporting and promoting physical, mental, social and financial wellbeing within the workplace.

The Employee School Wellbeing Action Plan describes the specific initiatives the School is currently undertaking to support and promote wellbeing in these areas.

The School provides Employees with access to a number of services to support Employee wellbeing:

- Employee Assistance Programme
- Occupational Health
- Counselling Support
- Mental Health First Aiders
- Mediation
- Coaching and Mentoring



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## **CPD**

We are committed to supporting the continuing professional development of our all staff, whether this is to allow you to get to grips with a new role or prepare for the next stage of your career, we will offer you on-the job training, e-learning, access and support to attend external learning or coaching and mentoring from colleagues across the trust that you need to meet your development goals.

## **Employee Benefits**

Everyone at TWGSB is highly valued for the role they play in the lives of the students.

Staff will benefit from a positive working environment, with strong support for professional development and specialist teaching rooms. We aim for high standards and the pursuit of academic excellence, helping every student to reach their full potential through the development of skills, concepts and knowledge, within the framework of a caring community. Relationships between staff and students are based on trust, mutual respect and a determination to succeed.

Staff enjoy a positive working environment which benefitted from £27m local authority investment in 2020/21

- New Maths & ICT Teaching Centre
- New Sixth Form Centre (ready February 2022)
- New Sports Centre: 5-court Sports Hall, Studio, changing rooms and classrooms
- New astroturf 3G carpet
- Second campus in neighbouring town
- Refurbished Dining Hall and servery

To recognise this hard work and dedication, there are some benefits that the school provides for all members of staff:

TWGSB staff benefits include:

- Free Private Medical Insurance for all staff (with the option of adding family members via salary sacrifice)
- Teacher/Support Staff Pension contribution
- Free Flu Vaccinations
- Employee Assistant Programme via Health Assured
- Free Eye Tests
- Paid Moving Day
- Use of school Sports Centre
- Access to free will (for 2024/5)
- Our primary commitment will always be to meet the needs of our students but we are also committed to offering our staff a full range of flexible and family friendly working practices.
- Access to EV leasing scheme

- Training and development opportunities
- Access to Kent Rewards (inc Cycle2work, Adult Education discount, discounted high street cards and vouchers at over 1,200 national and local retailers)
- Access to health and wellbeing resources
- Childcare/nursery in site adjacent to school
- Car Parking on site

### Teachers' Pension Scheme

You are entitled to become a member of the Teachers' Pension Scheme.

### Support Staff Pension Scheme

Staff under the age of 75 are entitled to become members of the Local Government Pension Scheme (LGPS) and most will be auto-enrolled into the scheme at the start of employment and deductions will be made from pay to cover contributions with immediate effect. Under the terms of your contract you have been admitted into the Local Government Pension Scheme.

Both schemes attract generous employer contributions and offer valuable financial protection to you and your family.



*I have always enjoyed working at Tunbridge Wells Grammar School for Boys, mostly because the staff are so welcoming and supportive. The students continually impress me with their talent, humour, charm, and their willingness to help. With all the exciting new developments and improvements taking place, including the new campus at Sevenoaks and the new Sixth Form Centre, this is a very exciting time to be working at Tunbridge Wells Grammar School for Boys.*

**Mrs Fedrick, EVC Manager**



# TUNBRIDGE WELLS GRAMMAR SCHOOL for BOYS

## **The Application Process**

TWGSB is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. All job roles within the school are subject to an enhanced Disclosure Application to the Disclosure and Barring Service and check against the ISA Barred List for children.

The selection process will typically involve:

- Teaching a lesson (if applicable)
- An interview with a member of SLT, HoD or Line Manager (whichever applicable)
- A tour of the School
- An interview with the Headteacher
- An opportunity to meet with colleagues

All job roles require a completed application form, along with a short letter of application and the names, addresses, and telephone numbers of two referees. You can apply online using the school website or by emailing HR (details below). We will only accept CV's if they are accompanied by an application form, which can be found on our website: <https://www.twgsb.org.uk/187/vacancies>

We reserve the right to interview and appoint prior to the closing date for applications, so early applications are encouraged.

## **References**

In order to comply with Keeping Children Safe in Education, it is the policy of TWGSB that all references will be obtained, and concerns resolved, before confirming an appointment. It is TWGSB's practice, with the consent of the applicant, to take up references before interview. If candidates have indicated that they do not consent to references being sought prior to interview, further information should be sought, and agreement to proceed with the reference obtained from the applicant where possible.

## **Online Search of All Shortlisted Candidates**

In accordance with the requirements of Keeping Children Safe in Education (2022), TWGSB will undertake an online search via search engines and social media platforms of publicly available information concerning all shortlisted candidates. The purpose of this search is to identify any issues or incidents which may either call into question an applicant's suitability to work with children or young people in a School setting or in the role for which they have applied or present a reputational risk to TWGSB should they become part of TWGSB's workforce.

For any HR enquiries, please contact [cpeck@twgsboys.kent.sch.uk](mailto:cpeck@twgsboys.kent.sch.uk)

**Safeguarding**

Tunbridge Wells Grammar School for Boys is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. The above posts are all subject to an enhanced Disclosure Application to the Disclosure and Barring Service and check against the ISA Barred List for children. Due to the nature of the school environment and working with children, these job roles are exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

It is an offence to apply for any role at TWGSB if you are barred from engaging in regulated activity relevant to children.

TWGSB's Child Protection Policy can be found on the website.

**Equal Opportunities Statement**

This school is committed to ensuring that each stage of the recruitment and selection process is accessible to all. We will review the recruitment policy and procedure regularly to ensure that it takes account of the Equality Act 2010 and does not discriminate against candidates on the grounds of race, religion or belief, disability, age, pregnancy and maternity, gender reassignment, marriage and civil partnership, sex, or sexual orientation.

Recruitment will be solely on the basis of the applicant's abilities and individual merit as measured against the criteria for the job. Qualifications, experience and skills will be assessed at the level that is relevant to the job.

**How long we keep your information**

We keep the personal information that we obtain about you during the recruitment process for no longer than is necessary for the purposes for which it is processed. If you are successful and become an employee of Tunbridge Wells Grammar School for Boys your information will be retained and processed in line with our Recruitment policy. If you are unsuccessful your data will be retained for no longer than six months from the date of interview unless we have expressly asked for your consent to keep your information on file.

**More Information**

To find out more about TWGSB, please visit our website: <https://www.twgsb.org.uk/>