



# GREAT BALLARD

## Appointment of Specialist Teacher



Information for candidates



Dear candidate,  
Thank you for your interest in this post. These are exciting times for the school which has grown rapidly over the past 5 years and we are now looking for an exceptional Specialist Teacher with the can-do attitude, taste for adventure and vision to support us with our plans.

The ideal candidate will be ready for a challenge and keen to expand their own horizons. Pupil centered and dedicated to their craft, they will be someone keen to make a difference and to go above and beyond for the school and its pupils. We are always keen to discover what inspires pupils and to allow their needs to shape our school and we feel very much the same about exceptional staff. We hope this pack will help you to get a sense of what makes our school special and the scale of our ambition for our pupils. This is an exciting time to be joining Great Ballard and we are seeking outstanding people to be a part of our journey.

Kind regards,  
Matt King

## Our Vision

When Ivor Poole established Great Ballard in 1924 he made a promise that the school would be different, and that courage to stand out from the crowd still energises us almost a century later. The school maintains a proud reputation for academic excellence, for music, for the arts and for sport. But, above all else, Poole wanted everyone to be cared for and treated fairly and it's a principle that still guides us. Great Ballard is a family in which everyone matters and no one is invisible. It is a school that cares, a school built completely around its pupils, a school with a heart.

But while Poole's principles remain unchanged, the world beyond school refuses to stand still. Our duty to equip young people for an unpredictable future has never been more apparent. Our curriculum is broad, forward thinking and outward facing and we encourage pupils to look beyond our idyllic West Sussex bubble and to develop the skills required to adapt to change and genuinely make a difference in their worlds. We focus on leadership, problem solving and communication while covering a broad range of traditional subjects. But we also nurture a special passion for technology, computer science and communication skills which we champion without ever compromising the highest standards of literacy and numeracy. We see unique potential in all our children and support them to become the very best versions of themselves.

We deliver a 2-16 education and our educational approach is built around the 4Hs (Head, Hand, Heart and Health) with an ethos rooted in building the strongest relationships and on empathy and respect. Our young people recognise a need to be role models but also to lift others, to serve and to give.

We are delighted that our May 2026 ISI inspection found us to have a "significant strength" in belonging. A very rare accolade that recognises our strong sense of community that helps every child flourish.

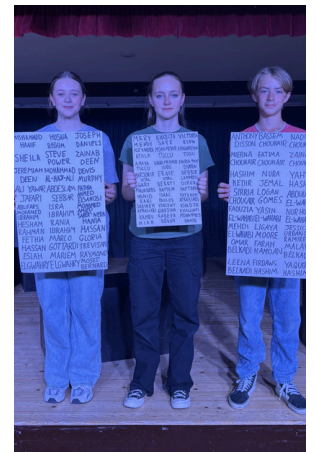
And we love to take education beyond the classroom making the most of our wonderful location and prioritising creativity, teamwork and pupil well-being. While we celebrate achievements right across the co-curricular range, we also acknowledge the value of the arts and exercise in shaping happy, healthy and resilient young lives.



## Further Information

Great Ballard School is a delightful, co-educational independent day school, for children aged 2-16 years. Set within 30 acres of the South Downs National Park and the Moore's International Dark Sky Reserve it is ideally situated to provide a stunningly natural educational environment combined with excellent transport links across the County. It is located between the cathedral city of Chichester and the charming market towns of Arundel and Petworth, an area steeped in history and boasting easy access to sandy beaches, fishing villages, historical and family attractions; it is one of the most beautiful locations in South-East England. Although the school is nestled near the south coast, London Victoria is approximately a 75-minute ride away from Barnham or Chichester train stations, Gatwick and Heathrow are easily accessible and Great Ballard School is less than 30 miles from Brighton and Portsmouth.

Whilst there are a number of independent schools in the area, Great Ballard School is truly unique in providing individualised care and support for the children and a safe space in which each pupil can be inspired and discover what they can really achieve. Pupils are known by all staff, not just their form tutor and the school takes great pride in ensuring that none ever feel invisible or overlooked. Great Ballard understands that modern parents have work commitments and busy lives and the extended day is offered to reflect this.



# An Exciting Future

Great Ballard's spectacular site spreads from the main building, where our senior classrooms can be found, down to our Pre-Prep hub, Prep courtyard and specialist Science cookery and art centres. Outside we enjoy 30 acres of playing fields and woodlands as well as our own swimming pool and outdoor learning hub. Over the past 5 years the school has tripled in size, expanding from Year 8 up to Year 11 and welcoming an influx of new families across the school.

The school is on an exciting journey and keen to make it with a team who are looking for something fresh, something different and something special.

## The 4H Approach



### HEAD

Ambitious, tailored teaching focuses on individual progress and encourages intellectual curiosity and future-ready problem solving



### HEART

Practical approaches to learning embed collaboration, creativity and communication and foster a diverse range of real world skills



### HAND

Empathy and service foster a sense of belonging and self-worth, inspiring students to lift others and lead positive change



### HEALTH

Mental and physical wellbeing provide the foundations for confident, spirited learning and vigorous, constructive lives



# Role Profile

Responsible to: SENCo

**Job Type:** Self-employed basis for a fixed term basis, teaching approximately ten x 45 minute 1-1 sessions per week.

**Start date:** 1<sup>st</sup> September 2026

## Role

The role of the specialist teacher is to provide children with a tailored programme of learning using multi-sensory methods in order to help them reach their full potential and boost confidence.

## Key Responsibilities

### Assess & Plan

- To provide weekly lessons to support children's learning under the direction of the Class teacher or SENDCO
- To prepare and adapt teaching materials to support the pupil in the session.
- To liaise with parents as necessary

### Delivery of Lessons

- To work on a one-to-one basis with a child who could be from year 3-9

### Monitoring & Feedback

- To provide feedback termly to SENCO and parents on pupil progress; assessing and observing where required.
- To keep running records of work carried out with children during 1:1 sessions
- To contribute and review targets for a child's personal learning plan.
- To monitor progress of children worked with.
- To keep up to date with SEN teaching methods/training

### Support & Safeguard

- To work collaboratively alongside other staff
- Provide pastoral support and foster a safe, inclusive learning environment, especially for vulnerable or disengaged learners.
- Comply with safeguarding policies, procedures and the employee code of conduct.
- Demonstrate a personal commitment to safeguarding and pupil/colleague wellbeing.
- Ensure that any safeguarding concerns or incidents are reported appropriately in line with policy.
- Engage with all safeguarding training.

## Additional Duties

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- Maintain organisational standards/administrative procedures relating to training and quality record systems.
- Ensure learning and assessments are provided in a safe working environment ensuring compliance with all Health and Safety legislative requirements

This job description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

## Personal Specification

Qualifications:	Essential	Desirable
Qualified teacher or experienced tutor	✓	
Postgraduate qualification (Level 5 or Level 7) in a specific specialism (e.g., <u>SpLD</u> , Hearing/Visual Impairment, Autism, SEMH).		✓
Nationally recognized Dyslexia qualification		✓
Knowledge	Essential	Desirable
A clear understanding of the Functional Skills Curriculum and its application.		✓
Understanding of children with specific learning difficulties such as dyslexia.	✓	
A robust knowledge of <u>behavioural</u> techniques and theories and their application.	✓	
Awareness of safeguarding issues, current legislation and good practice	✓	
Sound knowledge on assessing and planning independently <u>in order to build skills and confidence in the child.</u>	✓	
Secure knowledge and understanding of the subject(s)/curriculum area(s) and related pedagogy.	✓	
Experience		
Strong track record of working successfully without daily, on-site supervision.	✓	
Experience in teaching English and <u>Maths</u> from year 3 - 9		✓
Experience working in schools with SEND children		✓
Ability to adapt teaching methods for varying abilities, including Special Educational Needs (SEN/SEMH).	✓	
Relevant classroom teaching experience.		✓
Able to carry out precision teaching		✓

Skills & Abilities	Essential	Desirable
Ability to work effectively with learners with complex needs		✓
Ability to work in a team and establish strong supportive relationships.	✓	
Time management to balance teaching, marking, and administrative tracking.	✓	
Ability to communicate clearly with learners, employers, and support staff.	✓	
Ability to effectively use a variety of teaching and <u>organisational</u> styles and resources, including ICT to deliver outstanding teaching and learning	✓	
Effective <u>organisational</u> skills and ability to <u>prioritise</u> , plan, monitor and evaluate	✓	
Ability to support students effectively	✓	
Ability to work independently and proactively	✓	
Ability to maintain accurate records	✓	
Awareness of and commitment to Equality & Diversity	✓	
Commitment to continual professional development	✓	
Enthusiasm, drive and a real passion for education	✓	

## Applications

Interested candidates are invited to contact Jacqui Whall to arrange a confidential discussion about the role: [j.whall@greatballard.co.uk](mailto:j.whall@greatballard.co.uk) or call on 01243 814236.

Please email your completed application form and covering letter (both as PDF files please) to Matt King, at [j.whall@greatballard.co.uk](mailto:j.whall@greatballard.co.uk).

**Closing date for applications is 12pm on Monday 6<sup>th</sup> July 2026.**

The school reserve the right to close this vacancy early should we receive a high volume of applications. We encourage you to submit your application as soon as possible to avoid disappointment.

## Safeguarding Statement

Great Ballard School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and an enhanced DBS clearance.