



# THE ORATORY



**BRIEF FOR THE POST OF  
ENGLISH AS SECOND LANGUAGE TUTOR  
SEPTEMBER 2024 START**



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## THE SCHOOL

**The Oratory is an HMC independent school for students aged 11 to 18, proving an all-round education of quality and purpose.**

We offer small class sizes and outstanding facilities on a wonderful South Oxfordshire country estate and yet we are within easy travelling distance of London, major motorways, railways and airports.

The Oratory School has high academic standards; however, we believe that an education is about more than statistics. We have a clear vision to ensure that each student flourishes and fulfils their maximum potential both in and far beyond the classroom. To this end, a wide variety of co-curricular activities enrich the students' learning and all students get the opportunity to develop their specific talents to the full.

The Oratory is not a large school, and this enables each and every student to be known, valued and stretched as an individual within our nurturing community.

Founded in 1859 by Saint John Henry Newman - we are a Catholic school which welcomes students of all faiths or none. Visitors often comment on the inclusive community atmosphere of our school, which we believe nurtures confidence, self-expression and a desire to learn and grow.



## **A MESSAGE FROM THE HEAD, DR JULIAN MURPHY**

**Thank you for your interest in this key post at The Oratory School.**

**I am acutely conscious that it takes a considerable commitment to apply for a new role. In return you can expect us to expend a similar amount of time and energy in considering your application.**

We are very proud of our school's history. The Oratory School was founded by Saint John Henry Newman – one of the greatest figures of the 19th Century – in Edgbaston, Birmingham in 1859 as a response to numerous requests to start a school for the education of the sons of Catholic gentlemen. Having spent time at Caversham, on the outskirts of Reading, the school moved to its present site, Woodcote House, in 1942.

I urge you to spend some time looking at our website, which I hope will give you a flavour of our school. The school is in very good heart, and we are improving our provision all the time. We currently have approximately 380 students at the school with a projected 400 for September 2024. Class sizes are small and facilities impressive: we have recently unveiled an ambitious plan for the next stage of the school's development. As an avowedly all-round school our aim is that everything we do – be it teaching, sport, music, drama, art, boarding or pastoral care – is done to the very highest standard. As a result of our success in this endeavour our reputation is enviable. However, we are anything but complacent about maintaining and building our reputation and numbers on roll, hence the importance of attracting and retaining high quality staff, both in the classroom and beyond it.

Our staff are a wonderful, supportive, professional, and good-humoured team, and the atmosphere of the school is often described as warm and positive, as well as purposeful.

The Oratory has a fine reputation and tradition as an independent school in the local area, nationally, and abroad. Over the years, many members of staff have progressed from The Oratory to senior roles at other prestigious schools: the school's relative smallness means that staff can achieve significant levels of responsibility relatively quickly and feel that they are making a genuine difference to the school's development.

I am looking forward to working closely with the successful applicant for this post to further build our visibility, reputation, and numbers on roll. I hope that you are similarly excited by the prospect of a role at the heart of our wonderful community.

With best wishes

Dr Julian Murphy, DPhil (Oxon)

Head





## THE ROLE

The Curriculum Support Department is looking for a self-employed English as Second Language (EAL) tutor to work across the whole secondary years. The EAL will work with students on a 1:1 basis.

The successful candidate should have suitable qualifications and be trained in delivering effective interventions to students. Experience in working with students with learning needs may also be a benefit. A high level of patience and flexibility is also required.

## KEY TASKS & RESPONSIBILITIES

### Teaching and learning

1. Tutor students at the school in line with the KS3, GCSE and A Level specification.
2. Identify and adopt the most effective teaching approaches for students. Some of the students will have learning difficulties.
3. Monitor teaching and learning activities to meet the needs of students
4. Identify and teach areas of the curriculum and ensure progress is made.
5. Communicate with parents and the Head of Curriculum Support about student progress.
6. Maintain and track attendance of timetabled lessons.

### Recording and assessment

1. Develop understanding of learning needs and the importance of raising achievement among students.
2. Attend planning meetings to ensure that the work being done in the 1:1 lessons or group lessons supports the current units of inquiry (where appropriate).
3. Keeping records of the students' performances in 1:1 support lessons and sharing these notes on a half termly basis with the Head of Curriculum Support and through the online reporting system iSAMS database.
4. Keep a tracking log of the intervention delivered and submit this to the iSAMS database.
5. Participate in department trips or enrichment activities, as required.

This job description should be seen as indicative of the type of responsibilities included within the role and not as a comprehensive list. You may be required to undertake such other reasonable duties from time to time as the school may reasonably require.



## SALARY

Dependent on qualifications and experience. The school has its own attractive salary scale.

## BENEFITS

- Sports Centre membership with free access to the gym; squash courts, lane swimming and golf course.
- A meal while on duty during term time.
- Contributory pension scheme.
- Free parking.

## SAFEGUARDING

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The following duties will be deemed to be included in the duties which you may be required to perform:

- child protection, discipline, health and safety.
- promoting and safeguarding the welfare of children and young persons for whom you are responsible.





# HOW TO APPLY

Applicants should complete the school's application form and send together with a covering letter in PDF format to [recruitment@oratory.co.uk](mailto:recruitment@oratory.co.uk)

The closing date for applications is **31 May 2024** with Interviews taking place soon thereafter. Early applications are encouraged.

We reserve the right to close this advertisement early if we receive a high volume of suitable applications or if we find a suitable candidate from early applications.

**Please send postal applications together with a covering letter to:**

Human Resources Department  
The Oratory School  
Woodcote  
Reading RG8 0PJ

For any queries, please email [recruitment@oratory.co.uk](mailto:recruitment@oratory.co.uk).

*The Oratory Schools Association Registered Charity No. 309112 is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo checks with past employers and the Disclosure and Barring Service. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exception Order 1975,2013,2020.*







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