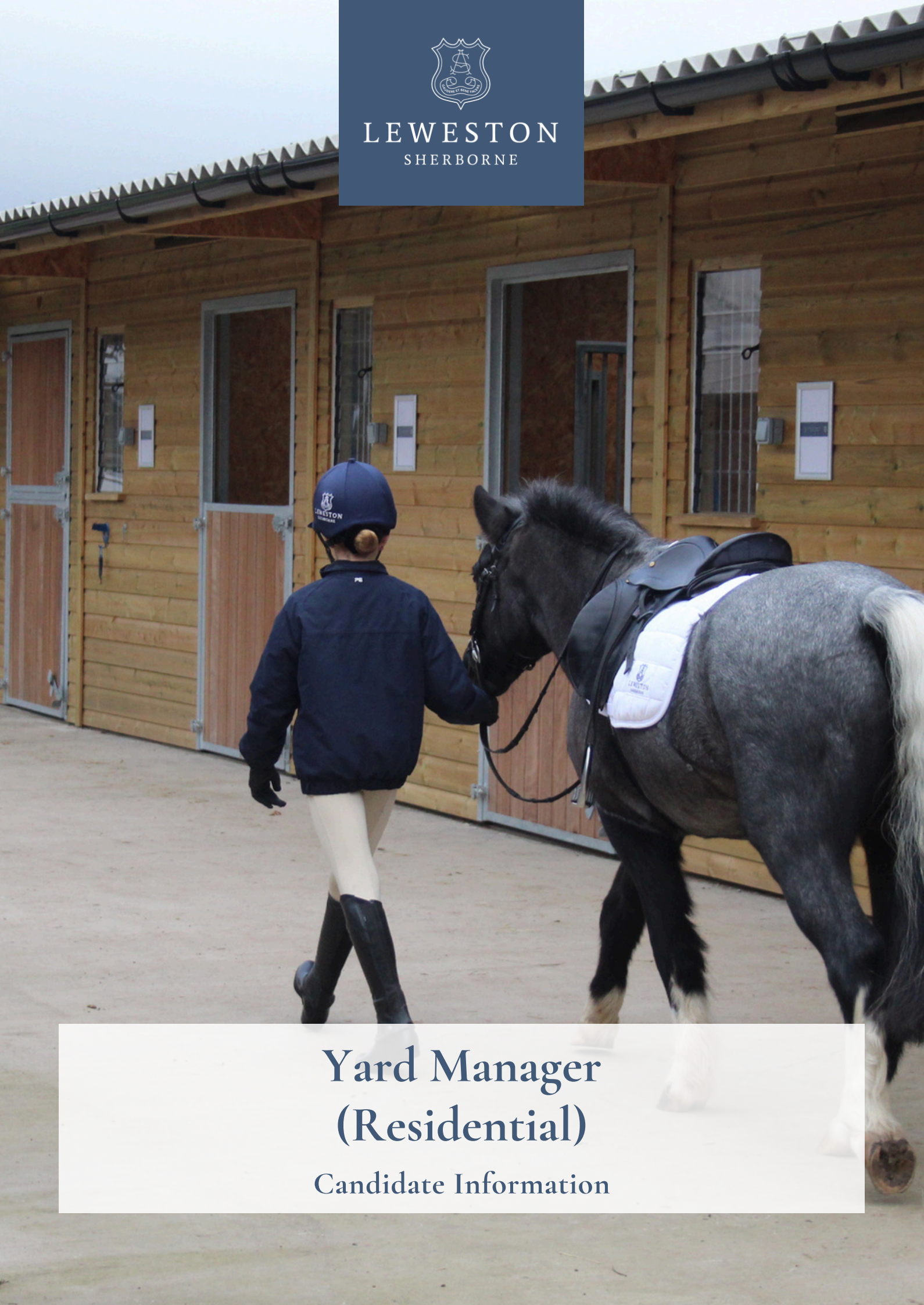




LEWESTON
SHERBORNE



Yard Manager (Residential)

Candidate Information

Overview

Founded in 1891 Leweston School is a co-educational Catholic independent day and boarding school in Dorset for pupils aged 0 to 18.

Situated just outside Sherborne in 46 acres of beautiful parkland, the school offers holistic education in an inclusive community where first-class pastoral care and wide-ranging co-curricular opportunities underpin a supportive and rigorous academic offer. The school seeks to produce well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The school has strong traditions in music, drama, art, debating, community activities and sport. There are many co-curricular activities, all of which are important in developing a well-balanced, confident individuals.

The school was originally founded as St Antony's and located in Sherborne. In 1948 the demands of the Education Act saw the move of the senior pupils to Leweston Manor with the Prep School continuing in Sherborne until 1993 when the whole school was reunited once again on the Leweston campus. The younger pupils took up residence in the redesigned Coach House. The school amended its name in 2007 to Leweston School.

Today the school educates just over 600 pupils with 90 in the Nursery, 170 in the Prep and 340 in the Senior School. There are approximately 100 boarders, the majority being in the Senior School.

Leweston is a thriving, busy community which has high expectations of its pupils. Whilst the assessment process is not based entirely on academic performance Leweston is increasingly over-subscribed. Pupils are offered places on the basis of school assessments, positive references and their generally suitability for the values and ethos of the school.

Our Values

Leweston School's three core values are **community**, **opportunity** and **expertise**. They are underpinned by our Catholic foundation, which welcomes all faiths and none, building a strong sense of unity, courtesy, respect and affection. Everything we do comes from a place of self-worth and dignity.

- **Community** means being part of a collective. It's essential for every student to feel that they are an important part of the Leweston family and contribute to the life of the school. This same sense is extended to their parents and guardians.
- **Opportunity** is in abundance. We are proud of our zest for life and instil a willingness to try everything and to learn from our failures. This discovery of strength and weaknesses, and the support we provide to students in exploring it, enables them to develop the determination to persevere – a real lesson in preparation for life beyond the school.
- **Expertise** means having an expert skill or knowledge in a particular field. We have an exceptionally talented staff team, who have outstanding expertise and enthusiasm to inspire in others a love of learning and to share their passion for areas of specialism.

Our Campus

With extensive grounds surrounding a beautiful Georgian Manor House, Leweston provides a location which whilst being safe, is close to a town with good transport links to London and South West airports. Within the 46 acre estate sits our swimming pool, a full-sized all weather pitch, a walled garden play area, Enchanted Wood Forest School, tennis courts as well as a wealth of historical features including work by Thomas Mawson and George Sherringham.

The range of buildings on site spans several architectural epochs. The historically important Trinity Chapel is one of the first post-Reformation churches in the country. The Palladian manor house, was built in the late 18th century with Art Deco interior refurbishments and later additions including dining, boarding and teaching wings.

The Prep School is housed in the former Coach House with its own Pre-Prep Garden, tennis courts and play area.



The Prep School

Leweston Prep consists of the Nursery, Pre-Prep and Prep divisions. The school shares a single 46-acre campus with the Senior School and has pupils aged 3 months to 11 years old. It is co-educational all-through school.

Nursery is divided into four age-defined units: Babies, Toddlers, Transition One and Transition Two. Each unit has a specific Room Leader.

The Prep School's staff is comprised of 21 teachers and 5 teaching assistants alongside visiting music teachers, coaches and volunteers. Each Pre-Prep class is led by a Form Tutor supported by a teaching assistant. From Prep 4 when the year group grows to two classes, each has its own a Form Tutor supported by additional part-time staff. The normal maximum class size in the Prep School is 20 with one class in Reception to Prep 3. If numbers allow, Prep 4 splits into two classes, a model which continues for the remainder of the school. Classes are not set.

Leweston School as a whole has 170 employees including academic and support staff.

Staff foster excellent relationships with the students and are committed to supporting the provision of extra-curricular clubs, House activities, school trips and other events.

The majority of Prep School pupils move on to the Senior School, many winning scholarships. A small number leave at this point typically to transition into the state system.



The Senior School

Leweston Senior School educates pupils aged 11 to 18. The school shares a single 46-acre campus with the Prep School and Nursery. It is co-educational all-through school.

The Senior School's staff comprises of 170 teachers and support staff visiting music teachers, coaches and volunteers. Years 7 and 8 are typically three classes of 54 pupils with an additional class at Year 9 and above to take the year groups to 72. The Sixth Form is approximately 80 students. The normal maximum class size in the Senior School is between 18 and 20.

Flexible boarding is offered throughout the Senior School. Boarders belong to one of four houses: Martha, Cecilia, Eleanor and Antony. These are divided according to age and gender.

Staff foster excellent relationships with the students and are committed to supporting the provision of extra-curricular clubs, House activities, school trips and other events.



Equestrianism at Leweston

Leweston has a reputation as a serious competitor in equestrian sport and pupils of all ages regularly compete at NSEA events. The school has won the National Schools Equestrian Association (NSEA) Regional Points League for six consecutive years and gained the most points of any competing school in the country for the second year.

Leweston has pupils drawn from both the Prep and Senior Schools registered as competitive riders. They are competing in Dressage, Show Jumping and Eventing. There are also Equestrian Scholars who are mentored by the Director of Riding Academy, Lorraine Roberts, who promotes equestrianism as a sport across the School.

Emma Fisher is involved as a mentor and trainer to the equestrian team, providing pre-performance workshops, sports psychology and mental well-being counselling as well as regular mounted coaching sessions. Eventer, Nana Dalton, is engaged as our team coach and leads training sessions for all abilities of riders in their progression through the eventing levels'. The School organises its own in-house fitness programmes with pilates for riders and visits to competition yards and venues. This has included a recent training session with Olympic competitor Chris Burton.

There is a natural progression from grass roots school competitions to National and International level with talented riders individually mentored by the equestrian team manager and academic staff who understand the time and dedication needed to ride at top level.

Leweston Chedington Equestrian Centre

In Autumn 2024, the school opened the Leweston Chedington Equestrian Centre offering 20 stables and a flood-lit arena. The school offers a range of livery packages to pupils as well riding lessons suitable for all ages and abilities.



The Centre has strong links to Chedington Equestrian, a world class facility home to Olympic competitors. By invitation, pupils have access to their elite training facilities which include competition jumps, dressage arena, large indoor school, indoor lunge pen, grass dressage and jump arenas. There is also large XC schooling field catering for BE Novice through to Advanced. The Centre offers the opportunity for Leweston students to further their riding skills and equestrian knowledge, learn to ride and have equestrian experiences that benefit their wellbeing and understanding of the natural world. The school has a very competitive and successful riding squad and supports students who compete at national and international level and who are preparing to work in the equestrian industry.

Equine Management BTEC

Introduced for September 2024, Equine Management offers two different options to students: BTEC Level 3 Extended Certificate (equivalent to one A Level) or BTEC National Extended Diploma (equivalent to three A Levels).

Work with us

A fantastic working environment

Leweston is set on a beautiful campus a few miles outside the picturesque town of Sherborne. The grounds offer both pupils and staff the opportunity to enjoy space and fresh air and provide an inspiring location to teach and learn. The school's value and ethos creates a culture of courtesy, mutual respect and affection that has at its heart the importance of service to others. High standards are set both inside and outside of the classroom.

Flexible and family friendly

We are a relatively small school that regards itself as one big family. The majority of our staff have children, many of whom are Leweston. There is the possibility of staff remission. Our term dates operate differently to state schools, which means that whilst the school day is longer so are the holidays.

Health and Wellbeing

Leweston hosts a range of exercise classes run by local provider Communifit who offer a discount to Leweston staff. There are also free swimming sessions available during the week in the school pool as well as employee assistance and wellbeing support programmes.

Free meals and parking

Staff are entitled to free lunch and refreshments during term time. This is extended to include supper if on duty. There is also an onsite cafe where a staff discount is offered. There is free onsite parking.

Pensions

Leweston offers a defined contribution pension scheme with Royal London. Membership of the Royal London Scheme includes Death in Service benefit and income protection.

Discount for Teachers

Discounts for Teachers has been introduced following the success of Health Service Discounts and Discounts for Carers. As Leweston staff (not just teachers), you can access a vast range of discounts and deals when you register online.



The Opportunity

Responsible to: Director of Riding

The Yard Manager will support the Director of Riding in maintaining high standards of care to the horses and students, they will work closely with the academic teachers and students on the BTEC courses and liaise with the coaches.

Terms of employment:

- Hours: 45 hours a week, 7am to 12pm, 2.30pm to 6pm and 30 minutes in the evening, rota to include evenings, weekends and Bank Holidays as required.
- Rota will include two days off a week.
- Annual leave 25 days per annum plus Bank Holidays to be taken during school holidays and agreed with the Director of Riding.
- Staff uniform provided.
- Residential position – it is a requirement of the role to be on site, a one bedroom flat is provided.
- All meals provided when school kitchens are open.
- Membership of a Pension Scheme with the school contributing up to 12%.



Key Duties and Responsibilities

- Provide a high level of care to all horses on site
- All normal routine yard duties, including bio-security, paddock, turnout and arena management
- Liaise closely with the Director of Riding, students, parents, academic and support staff, instructors other equine professionals
- Follow veterinary professional advice as necessary.
- Order and keep stock of feed, forage, bedding, supplements and general yard equipment
- Capable of taking charge and responsibility for equine welfare and the safety for all adults and students on-site
- Supervise part-time grooms and students that are working in the stable yard
- Assist in delivering educational courses and equine experiences to our student and the wider community
- Capable of taking sole charge of the yard

Skills, Experience and Personal Attributes

- Specialist equine knowledge, with relevant and up to date practices within a yard setting
- Team working skills, discretion, and clear understanding of confidentiality are essential
- The post holder will be expected to maintain a polite manner and smart appearance
- Driving licence and willingness to drive 3.5T horse transporter
- The ability to school, exercise and lunge a variety of horses and ponies
- Work closely with children of all ages to share best practice and safe handling of horses
- Attend relevant training courses internally or externally, as requested, to update skills and for the benefit of both parties
- Take responsibility, where appropriate, for promoting and safeguarding the welfare of the children and young people in School, where applicable
- Confident, enthusiastic and highly motivated



- Operate in accordance with school's policies and procedures as detailed on the school's website and internet and as set out in the Staff Handbook and elsewhere, ensuring compliance with the School's Code of Conduct, the Safeguarding Policy and Child Protection procedures, the school's Health and Safety policy and the Health and Safety at Work Act.

No job description can fully cover all aspects of the role and consequently the responsibilities are likely to evolve and change over time

Key Skills

- Relevant qualifications desired
- Capable of taking sole charge of the yard
- Organised, positive role model
- Health and Safety aware
- Computer and record keeping skills
- Ability to school, exercise and lunge horses/ponies of all abilities
- Enjoy working with children of all ages and keen to educate and share your knowledge
- High standard of turnout, tidiness and bio-security
- Capable of driving 3.5t horse transporter



Application Process

Interested candidates are invited to contact Nicola Harrison, HR Advisor on recruitment@leweston.dorset.sch.uk

Applications should be made electronically. To submit your application, please submit a completed application form available on the Leweston School website. If you have any questions about uploading your application documents, please contact 01963 211031.

The process is as follows:

- All applications will be acknowledged by email. If you have not received acknowledgement that your application has been received within two working days of sending it, please contact Nicola Harrison by telephone
- Shortlisted candidates will be invited to interviews at the School.

Leweston is an equal opportunities employer and welcomes applications from all sections of the community. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities and experience). All applicants should read the schools' safeguarding policy and are required to declare any criminal convictions or cautions or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. N.B. Safer recruitment checks will be made at all stages of the recruitment process.





Leweston School, Sherborne, Dorset, DT9 6EN

+44 1963 211 031 | recruitment@leweston.dorset.sch.uk | www.leweston.co.uk



@LewestonSchool



@Leweston



@leweston1891