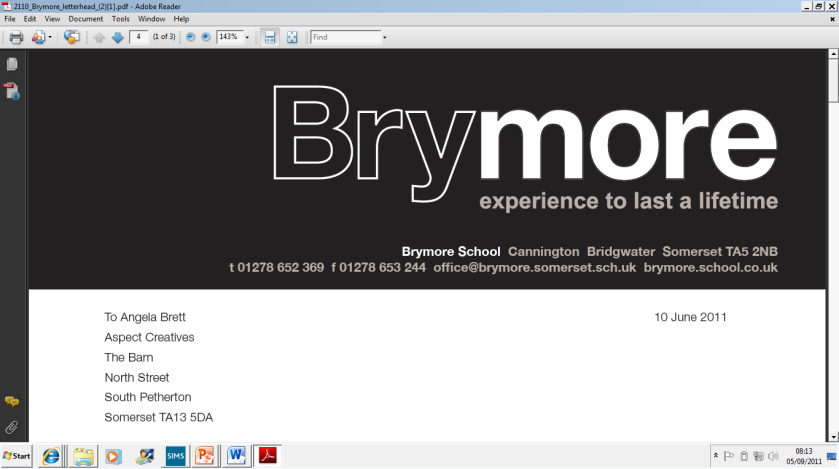


**Application Pack**

**For post of School Counsellor**



**APPLICANT INFORMATION PACK**

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4. Job Description
5. Terms and Conditions
6. Person Specification



**BACKGROUND INFORMATION**

Brymore is a state boarding academy for boys situated in its own beautiful grounds of 60 acres in Cannington, near Bridgwater. In 1951 Somerset County Council purchased the estate at Brymore for £6,600 and following extensive repairs and alterations it was opened as a Secondary Technical School in September 1952 for boys aged 13 -17. Today, Brymore is a sponsored academy and is part of the Bridgwater College Multi-Academy Trust. From September 2014, the academy extended its age range to admit boys from the age of 11 and we reached capacity in September 2015.

Brymore is at an exciting period in its history. There has been a rapid rise in examination results over the past four years with Brymore moving from the bottom 5% nationally to the top 5% in value added terms. Maths and English have achieved value added scores placing in the top 15% of the country with DT results also exceptionally high. There has been considerable investment with £7 million going into new buildings - £3 million into new boarding houses which opened in January 2009, over £1.5 million into new classrooms and laboratories which opened in September 2008, a further £2 million refurbishment project of the main boarding house and over £0.5 million in a new dining hall and kitchens, which opened in April 2015. It is a delightful and special place to work with young people and we are now over-subscribed.

The four corner stones of the Brymore experience are the farm, gardens, workshops and sport - plus, of course, the fact that it is a boarding school. Brymore has excellent facilities. It has a 110 acre farm including its own dairy herd, beef, pigs, sheep and chickens. It has extensive horticultural facilities including a one acre walled garden, glasshouses and each boy has access to his own plot. We have three workshops, a forge and a CAD/CAM room so that boys can work with a variety of materials. Boys enjoy a wide range of sports including the traditional rugby, hockey, cricket and athletics. They also have access to an outdoor pool, nine-hole golf course and driving range, activity centre and take part in country sports such as fishing and shooting.

There are currently over 272 boys on roll, as of September 2016. Over 140 of these are boarders but even the out-boarders board when on a “duty” week. (This involves milking or feeding at 6.30 am, then School, then duties again at 4.00 pm). All the boys help on the farm and in the gardens. Up to half of the boys come from a land based background. As a State Boarding School parents pay modest boarding fees and the state pays for the education. We complete our 190 teaching days within thirty-two weeks by working a full day on a Saturday. This results in twenty weeks holiday per year.

The pastoral system at Brymore comprises three houses, Galsworthy, Taylor and Walker. Each has a Head of House and tutors who lead Vertical tutor groups. The rewards system is well established and is of great importance to the ethos of the school. We have an assembly four days a week, with two tutorials and the Saturday gathering is chiefly given over to the embodiment of the reward system - certificates and awards are presented along with sports results and items of good news. Each term the results of inter-house fixtures are added to merits, commendations, attendance and other data to produce the result for the FOBSA Trophy (Friends of Brymore School Association). Through this, and other means, we actively seek to reward each boy for their endeavour and skill. We do not give rewards for the sake of it, but the system is remarkably good at finding something to celebrate in each boy.

Brymore is also about student development as well as academic success, so the context is one of encouraging the best in boys who, frequently, have not thought of themselves as successful at school. We change that by finding out what they are good at, by building self-esteem and confidence and by encouraging them to live by our own three Rs - Resilience, Resourcefulness and Responsibility. We expect boys to be polite, courteous, to be able to hold a conversation and to mix well with people they do not know.

At present there are three classes in each Year Group of approximately 60 students, giving class sizes of 15-20 boys. Most boys study Agriculture, Horticulture and Resistant Materials/Engineering at Key Stage 4. However, we will also allow boys to meet the requirements of the English Baccalaureate and follow a more academic should they wish. Results have traditionally been high in value added terms, with a number of departments performing in the top five in Somerset.

The school comprises of three boarding houses, each holding up to 50 students. Two staff are assigned to, and live in each house, with duty staff and Gap Tutors running activities and Prep in the evenings. A senior member of staff is always on call, including overnight. The Head of Boarding oversees the school’s boarding facility. Many activities are run in the evenings, so that boys are occupied at all times. Saturday afternoons are taken up with activities, including rugby, hockey, farm, gardens, golf, Duke of Edinburgh, photography and a cookery class. Many boys go home on Saturday evening, usually leaving a maximum of 40 boys who remain in on a Sunday before all boys return Sunday night/Monday morning.

The School has also undergone almost a complete change in Senior Leadership Team over the past five years and is making significant changes to improve the attainment of the boys. The focus is very much on Raising Achievement and we are proud of the consistently high value added scores produced by the boys. In 2015 Ofsted rated the school as ‘good’ in all areas and highlighted leadership as a strength, in recognition of the rapid progress and pace of change. Results at the academy have improved exponentially, with good data and in many areas, outstanding achievement. Meanwhile, the support of parents is exceptional, with 99% recommending the school in a recent Ofsted survey. As a member of staff you will get to know parents well through many of our functions held throughout the years such as the Harvest festival service, Christmas carol service, sports day and swimming gala.

**Brymore Academy and Bridgwater College Trust**

Brymore converted to an Academy in September 2013. This formed part of our drive to continually improve the future of the school, which opened in 1952 as one of the first ‘Technical Schools’ in the country. Our aim is to be a centre of excellence, both vocationally and academically, building on the legacy of the past, whilst delivering the innovative education of the future.

Brymore is part of the Bridgwater College Trust which consists of a group of schools, both primary and secondary, from the Sedgemoor area sponsored by Bridgwater College, who are working together to maximise effectiveness, and benefit from the support of the College and of each other. The Bridgwater College Trust plays a key role in challenging and supporting each Academy. It provides stability, direction and accountability, whilst enabling Brymore to play to its strengths. Our emphasis on traditional values and the development of resilience, resourcefulness and responsibility continues to be at the heart of all that we do. At the same time, the Academy structure provides us with an opportunity to work in partnership with Bridgwater College and other schools, share resources and expertise and strive to get the best for all our boys. We are able to draw on the skills and experience developed at Bridgwater College, through being rated as an ‘outstanding’ college by Ofsted for the past 12 years and the College is also able to offer support to the curriculum through the Cannington Centre, as well as the college as a whole. The School and College already have a working relationship and the Trust is enhancing the synergy between them. The distance between the School and the Cannington Centre means that there is huge potential to ensure best use of all resources. The College can provide support to develop teaching and learning, extend curriculum opportunities for the students and build partnerships for staff development.

Academy status gives Brymore the freedom to be innovative and creative with the curriculum, timetabling, staffing and governance. It is an exciting opportunity to build on recent successes and create an inspirational school that will transform learning, extend opportunity and raise expectations. We have the freedom to focus teaching and resources where improvements are really needed. Thus, we set the highest aspirations for student achievement providing a curriculum that is challenging, relevant, innovative and sufficiently flexible to engage pupils of all abilities. The Academy is responsible to the Academy Trust which ultimately answers to the Secretary of State for Education. The Trust provides a structural solution that helps to build capacity, providing opportunities for both staff and students. It is building on the improvements already made by strengthening governance, broadening leadership and management and providing a framework for long-term support.

Together we aim to build a Centre of Excellence, specialising in academic achievement, innovative technology and Land Based Studies.



June 2017

Dear Applicant

Thank you for your interest in the position of Counsellor at Brymore Academy. It really is a fantastic and unique place to work and I hope having read all of the information, and maybe visited us, you will feel it is the right school for you. If not, then I wish you luck in any future applications.

Brymore is about to enter the most exciting phase of its development, which I know sounds like spin for it has had a difficult time in the past, which is true, but I genuinely believe it has the potential to thrive and become one of the most successful academies in the country. The boys themselves make the Academy what it is, and you will find them polite, well-mannered and motivated to do well and I am also lucky to have loyal and hard -working staff. The governors and trustees have a wealth of experience and play an exceptionally active and supportive role within the Academy. The grounds, brand new teaching block and boarding accommodation, 110 acre farm, one acre walled garden, workshops, forge, outdoor pool and the excellent views of the Quantocks are all added bonuses.

I took over as Headteacher at Brymore in 2010, following the retirement of Malcolm Lloyd who had been at the school for seven years. He was responsible for £6 million worth of development, creating excellent facilities. In September 2011 I was able to appoint virtually a brand new leadership team, who embraced the challenge of transforming the school with vigour and enthusiasm. Vicky Davis is the Deputy Headteacher, in charge of teaching and learning/ curriculum; Luke Winter is the Assistant Head for Pastoral. Rob Watts joined the school in April 2012 and is Head of Boarding, while Rebecca Jones is the SENCo. Staff describe the ‘buzz’ of Brymore, the sense that we are moving forward and building our own future. In the last four years the school has moved from the 96th percentile for pupil progress to the top 5% of schools nationally. English consistently has the best progress in Somerset and has regularly been in the top 5% of schools nationally, with Maths also in the top 5%. Results in Agriculture, Technology, Science and Horticulture have also been outstanding.

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June 2017

In September 2014, the academy admitted Year 7 boys for the first time, reaching our capacity in September 2015. In fact, we are now oversubscribed, with more than double the number of applicants than we have places. This is a unique opportunity to join a successful team of staff with a proven track record of school improvement. I am looking for people with drive and determination, who demand high standards from themselves and others and who share my vision that there is no ceiling to the success that the boys at Brymore can achieve.

We are looking to employ a school counsellor to provide a professional and confidential counselling/therapy service for young people at Brymore. You will need to be able to develop therapeutic relationships to promote and maintain the emotional health and wellbeing of all those who use the service and to encourage confidence, independence, reflection and resilience in young people, whilst supporting them with their concerns, ie academic, social, emotional difficulties. You will form a key part of the pastoral support team where the approach is very much about doing whatever it takes to support the boys. You will also need to oversee the volunteer counsellors.

It is a chance to have a significant impact in shaping the support provision at Brymore and it is hoped the successful candidate would forge strong links with all of our support services.

If you wish to apply for this exciting post then please complete the application form. The closing date for applications is Wednesday 28th June at 1pm and interviews will take place during week beginning 3rd July.

Should you wish to visit the school at any time then please contact Mrs Julie Vearncombe at the School who can arrange a visit. Should you wish to discuss this post further, you can contact me on 07730 218898.

Yours sincerely



**MARK THOMAS**

**Headteacher**



**JOB DESCRIPTION**

# Post: School Counsellor

Hours: 19 hours per week, term time only (32 weeks)

Responsible to: Deputy Headteacher (Pastoral)

Brymore Academy is a state boarding school. The counselling provision offers counselling to male students aged between 11 and 16 years. There may be occasional requests for 6th form male students. Clients may be boarders or non-boarders. Currently, referrals are made by members of staff, however as the provision is increased, we hope to introduce a self-referral scheme. The job also involves the overseeing of volunteer counsellors.

**Key tasks:-**

* Provide a professional and confidential counselling/therapy service for young people at Brymore
* Develop therapeutic relationships to promote and maintain the emotional health and wellbeing of all those who use the service
* Be mindful of the boundaries between confidentiality and sharing information in order to protect the safety of the young person and to serve their best interests
* Employ and develop a range of therapeutic interventions to encourage confidence, independence, reflection and resilience in young people, whilst supporting them with their concerns, ie academic, social, emotional difficulties
* Work with the academic and support staff to encourage and promote positive behaviours in the short and long term whilst at Brymore, and for their future benefit
* Provide a debrief meeting for the volunteer counsellors on each working day
* Attend external supervision for 1.5 hours per month with a suitably qualified supervisor (Brymore Academy will need to liaise with the supervisor prior to commencement of the post)
* Maintain full membership/registration/accreditation to a professional body, thus working to a Code of Ethics (evidence of this will be required prior to commencement of the post)

**Responsibilities:-**

* Provide a confidential counselling/therapy service for young people using a range of therapeutic interventions
* Manage a caseload of young people working within an approved Code of Ethics eg BACP, UKCP
* Promote positively the role of counselling in achieving positive outcomes for all persons referred to the service
* Work with relevant senior staff members to link with the wider professional network to act in the best interests of the young person, eg Designated Safeguarding Lead, Pastoral Manager, and, where appropriate, parents and carers. Also to keep the young person informed of plans and outcomes which may impact on their day to day life
* Oversee the work and development of volunteer counsellors
* Write case records on each counselling session, and store them securely in a locked provision
* Attend regular line management and professional supervision by appropriately qualified personnel
* Maintain ongoing professional development
* Demonstrate a commitment to improving and developing the academy’s processes and facilities
* Carry out such duties that may be reasonably required by your line manager

Brymore Academy is committed to safeguarding and promoting the welfare of children and young

people and expects all staff and volunteers to share this commitment



**BRYMORE Academy**

**Terms and Conditions**

**Conditions of Service**

Full conditions of employment are set out in a Statement of Terms and Conditions of Employment which will be issued to the successful candidates.

**Fitness for Employment**

The successful candidate will be required to complete a medical questionnaire which may result in a check by the Occupational Health Physician. A criminal record check is also required via the disclosure procedure.

**Salary**

Salary is paid on the last working day of each month and the salary for this post is based on Grade 12

Responsible to: Deputy Headteacher (Pastoral)

Responsible for: Volunteer counsellors

Start Date: Monday 11th September 2017

**Working Hours**

19 hours a week, 32 weeks a year.

**Annual Leave**

This is a term time post plus INSET days. Brymore is in session for 32 weeks per year. No annual leave will be granted during term-time.

**Equal Opportunities**

Brymore School is committed to the promotion of equal opportunities and is dedicated to non discriminatory policies and practices and to eliminate unfair discrimination on any basis. Therefore, no candidates will be discriminated against on the grounds of age, gender, marital status, racial origin, disability, sexual origin or religious or political beliefs.

**Safe Recruitment**

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and visitors to share this commitment. This post requires a criminal record check via the disclosure procedure.

Any persons residing at the property with you will also be required to undertake a criminal record check via the disclosure procedure and sign a boarding agreement.

**Criminal Record Check**

The Rehabilitation of Offenders Act 1974 gives individuals the right not to disclose details of certain old offences when asked about their criminal record as they maybe defined as ‘spent’.



**PERSON SPECIFICATION - Counsellor**

|  |  |  |  |
| --- | --- | --- | --- |
| **Factors** | **Essential** | **Desirable** | **How identified** |
| **Qualifications** | * GCSEs/O Levels/NVQs or equivalents to show evidence of level of education attained * A recognised qualification appropriate for the post (minimum of diploma level) * Membership or Registered status of a professional body relevant to the post, i.e. BACP, UKCP | * Accredited (or eligible for accreditation) by the BACP or equivalent * Additional qualifications/training in play therapy, sand tray, creative working, or working therapeutically with children and young people | Application form  Verification and demonstration of knowledge at interview |
| **Professional Experience/ Knowledge and Skills** | * Experience of working with children and/or young people (aged 11-16 years) * Experience of working with a diverse range of issues * Experience of counselling in an educational establishment * Maintaining accurate and up to date counselling records * Experience in handling safeguarding issues * Experience of liaising with external agencies * Working within an ethical framework | * Experience/further qualification in working with children, young people and families, eating disorders, addiction, alcohol and drug abuse and self-harm * Experience of working with young clients in a boarding setting * Experience of managing volunteers * Experience of developing a counselling service in an educational establishment * Experience of developing and facilitating group work * Experience of delivering training | Application form  Selection procedure  Interview questions  Performance in selection methods  Interview by demonstration of ability to display knowledge and skills  References |
| **Personal Qualities/ Communication** | * Good clear speech to be able to pass on clear instructions and information * Able to speak confidently to a wide variety of people * Able to write clearly and logically. Able to listen to others and absorb * A good organiser with the ability to organise others * To remember information and know how to store, log and/or use it * Very reliable, calm * Needs to be fully self-reliant and independent and to understand fully and accept responsibility * Use of own initiative second nature but able to determine when appropriate to gain a second opinion | * A flexible attitude to work and events * Able to influence colleagues, staff living and working on site, pupils and visitors to the site (authorised and unauthorised) * Good social skills, able to persuade, manage, understand and help people | Application form  Selection procedure  References  Interview  Performance in related selection exercises |
| **Other** | * Due to the nature of the work, you may be required to work during the evenings and weekends * In the event of a major incident or disaster, you may be required to provide assistance, in whatever capacity necessary and participate in any training to ensure the academy is fully prepared |  | Application form  Selection procedure  References  Interview  Performance in related selection exercises |