



# LOMOND SCHOOL SCOTLAND

## Matron Candidate Pack

December 2023



# Welcome

At Lomond School, we prepare our pupils for their future by ensuring that they learn the skills necessary to be successful in the 21st century whilst developing the traditional values and qualities that they require to be responsible and active global citizens.

Lomond School seamlessly blends the old with the new: a visit to Clarendon, which makes up part of our Junior School, is a clear example of this with its beautifully restored period features sitting comfortably alongside the latest in technology. In fact, the facilities at Lomond are enviable, with a purpose built sports complex, modern and homely boarding house and a 1-1 device programme for all pupils from Transitus 1 (Primary 6) to Senior 6.

We are situated in the leafy town of Helensburgh, nestled between the banks of the River Clyde and Loch Lomond. This enables us to make the most of our unique location, with a strong commitment to extra-curricular activities and a particular emphasis on Outdoor Education.

As with any independent school, we have an excellent track record of academic achievement, but that is only a part of what we offer. We believe that the purpose of education should be to develop the whole child; at Lomond we do this in a supportive and nurturing environment with small classes that allow each and every one of our pupils to be known and recognised as individuals. In turn, this allows us to deliver a personalised education that allows every Lomond pupil to work towards their full potential in our inspirational environment.

Our pupils are happy, confident and rightly proud of their achievements and their school. Lomond School offers the right candidate the opportunity to work in a wonderful environment with fantastic pupils and a great team of staff. If you would like to join our thriving Lomond School family and lead our community through its next phase of development, then we would love to hear from you.





# About Lomond School

Lomond School is the only co-educational independent day and boarding school in the West of Scotland for children aged 3 to 18 years old. With an individualised approach to learning, strong academic results, outstanding outdoor learning, and a wide and varied extra-curricular programme, our school delivers a perfectly balanced education tailored to every child.

Founded in 1977, established from the amalgamation of Larchfield Academy and St. Bride's School for Girls, both of which date back to the 19th Century, Lomond School holds on to many of the traditions from our founding schools whilst remaining true to our motto, *Prospiciamus*, 'let us look forward'.

Our IB programme shapes our pupils into internationally minded, inquisitive and creative individuals. Our academic results are consistently well above the national average and the majority of our young people will move beyond school and onto university courses, with most receiving their first choice.

We believe passionately that education should be about supporting our pupils to develop and grow both academically and personally as rounded individuals with strong values, who are ultimately prepared to embark confidently and successfully on their life beyond Lomond School.

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At all stages of the school, children and young people are highly motivated and actively involved in their learning. They are respectful, hard-working and respond very well to the overall high-quality learning experiences.

EDUCATION SCOTLAND

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# Lomond School Principles



## **Internationalism**

Our pupils learn to be global citizens and appreciate cultural diversity.



## **Environmentalism**

We have a strong commitment to outdoor learning throughout the school and we teach our children to appreciate and respect their natural environment.



## **Adventure**

We offer a rich programme of events and activities which fosters a spirit for adventure and provides opportunities for our pupils to discover that they are capable of achieving amazing things.



## **Leadership**

We deliver many opportunities and experiences to develop strong leadership skills and help our pupils realise that true leadership is about personal responsibility, compassion and integrity.



## **Lifelong Learning**

We encourage a love of learning and build the skills to help pupils realise the benefits of continued self improvement and development.



## **Service**

Our pupils discover how they can make a positive change to the world in which we live, both in the local community and further afield.





# Lomond School Values

At Lomond School we believe that being happy in school is the key to every young person's success. Now more than ever it is essential to ensure that our pupils are thriving, not only in their academic work but in their happiness and wellbeing. Through our values we aim to engender happiness by helping our pupils to build positive self-worth, and to nurture and develop qualities that will see them develop and grow into well rounded individuals with a positive outlook on life.



# Living and working in Helensburgh

The town itself offers a wide range of cultural and sporting opportunities. Helensburgh is the perfect location for families who enjoy the outdoors with superb sailing, hill walking and climbing on offer. The community is well served with sports clubs, vibrant music groups and a full range of youth organisations. Helensburgh is well placed to allow commuters a comfortable rail or road journey to Glasgow and also allows for leisure opportunities in the West Highlands and Central Scotland. A superb quality of life can be enjoyed here in a very safe and scenic environment.

Helensburgh is a town of 17,000 people on the edge of the world famous Loch Lomond and the Trossachs National Park. Located within half-an-hour's drive of Glasgow, with its extensive cultural attractions, shopping and international airport, Helensburgh is a magnificent place to raise a family.

In upper Helensburgh, developed by wealthy Victorian Glasgow merchants, is Hill House, which is now in the care of the National Trust for Scotland. This exquisite building, complete with original furnishings, is renowned as the finest domestic masterpiece of the internationally famous Scots architect, Charles Rennie Mackintosh. Other famous local connections include Henry Bell, originator of the steamship and John Logie Baird, the inventor of the television.

Helensburgh was named by The Times as one of the top 20 places to live by the sea in the United Kingdom in March 2017. For those candidates living in Glasgow and the area surrounding Helensburgh, the town offers fantastic transport links with a regular and direct train service into Glasgow Queen Street, Edinburgh Waverley and London Euston.





# Job Description

The person appointed will ideally be a well-qualified and experienced Matron; however, training will be considered for the right candidate. They will have enthusiasm and ensure the highest standards of care are given to the pupils at Lomond.

The role will be for 30 hrs, working over five days. Please note that these hours could be any day Monday to Sunday.

The successful applicant will:

- Ideally have previous experience in a similar role in either a secondary school/college/industry
- Show sensitivity and objectivity in dealing with confidential issues
- While having a working knowledge of adolescent mental and physical health issues would be advantageous, it is not essential as professional training would be ongoing, in line with professional registration requirements
- Have the ability to work in a methodical manner and to prioritise their own workload to meet deadlines
- Have excellent interpersonal skills
- Be committed, flexible and well organised
- Have the ability to work effectively as part of a team, both locally and within the wider team
- Show willingness to research and attend training to further develop skills and keep abreast of new requirements
- Demonstrate the principles and values of the school in everyday work and practice



# Job Responsibilities

- To be an integral part of the pastoral care team at Burnbrae.
- To provide pastoral care in the form of being a listening ear for boarders. To share in their successes and setbacks.
- To be vigilant regarding and promoting the physical and emotional wellbeing of residents.
- To work with resident staff in providing a relaxed, supportive but disciplined environment.
- To be fully familiar with policies of the boarding house, in particular with the school's Child Protection Policy.
- To be familiar with the SSSC code of conduct.
- To maintain an active CPD folder and to participate in In-service days and training opportunities as directed by the Pastoral Depute or medical staff. A particular emphasis is placed on the need for current training and certification in first aid, food hygiene and infection control.
- To promote the ethos of the house and to play a full part in its wider aims.
- To liaise closely with the school medical staff. To accompany boarders to appointments with doctors, dentists or opticians in Helensburgh and in Glasgow, and report to parents in writing.
- To dispense both prescription and non-prescription medication and to accurately record in collaboration with the school nurse.
- To perform housekeeping duties as directed by the Houseparent, ensuring public areas and residents' bedrooms are tidy.
- To accurately record information in house logs and diaries.
- To prepare supper for the residents in the evening.
- Any other duties as requested by the Houseparent.





# Person Specification

	Essential	Essential	Desirable
Qualifications / Experience	A qualification at SVQ Level 3 or above which enables the candidate to register with the Scottish Social Services Council or the Nurse and Midwifery Council.	✓	
	Full Clean driving licence	✓	
	First Aid Qualification		✓
	Food Hygiene qualification		✓
Skills	Good Administration Skills	✓	
	Good Communicator	✓	
	Good Listener	✓	
	IT Experience		✓
	Experience of working with Young People		✓
Personal competencies and qualities	Positive upbeat attitude	✓	
	A 'hands on', 'can do' approach	✓	
	Sense of humour	✓	
	Calm and observant	✓	
	Friendly and approachable	✓	
	A genuine interest in young people	✓	
	Capable of making and implementing decisions	✓	
	Showing initiative and efficiency	✓	
	Discreet and confidential manner	✓	

# What is it like to work at Lomond?

Our commitment to you:

- Competitive salary
- Fee reduction for dependent children
- Pension Scheme
- Supportive SLT and colleagues
- Free subscription to TES online
- A hard-working and friendly staff team with a shared desire to be the best they can be
- A strong sense of community and close links with neighbouring schools

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I have only ever taught in England so I was initially apprehensive about such a big move. My family and I moved from Oxford to Lomond aiming for a better quality of life and to readdress our work-life balance. We have not been disappointed. With so many outdoor pursuits available we have been spoilt for choice and the short train journey from Glasgow means we are not isolated either.

I have taught the IB for over 10 years and it is a curriculum that embodies values that resonate so deeply with me that I would now never consider teaching at a school that did not offer the programme. Lomond has fully embraced the IB and I love being a part of the journey.

The staff room is friendly and there are always happy conversations to be had in the dining hall. The pupils are polite and respectful, expressing their thanks regularly at the end of lessons.

Lomond has also given me the opportunity to step out of my comfort zone and expand my repertoire and I am pleased to have been given the chance to teach, and study, Chemistry. My passion for and belief in life-long learning is mirrored by the school and I am truly grateful for it.

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Dr Louise Bowen, Teacher of Biology and Chemistry





# How to apply

If this sounds like the job for you then APPLY TODAY!

We would welcome electronic applications for this post. Please complete our application form which is available on our website.

Please submit your completed application form and a letter of application, stating why you wish to work at Lomond School, addressed to the Principal, Mrs Johanna Urquhart, to: [recruitment@lomondschool.com](mailto:recruitment@lomondschool.com)

We look forward to welcoming you to the Lomond School family!



# Safeguarding

LOMOND SCHOOL PUPILS ARE ALLOWED TIME TO FOLLOW THEIR OWN PASSIONS WITHIN AN ENVIRONMENT THAT CREATES OPPORTUNITIES BOTH IN THE HERE AND NOW, BUT ALSO FOR THE FUTURE.

Lomond School is committed to safeguarding and promoting the welfare of children and expects all its staff, including those employed by contractors, and volunteers to share this commitment. All schools will safeguard and promote the welfare of all their pupils, in compliance with the National Guidance for Child Protection Scotland (2021) and the National Practice Model: Getting it Right for Every Child.

At the heart of Lomond School's values is the recognition that promoting the welfare of children is everyone's responsibility and we all have a role to play in safeguarding children. At Lomond School, working together to safeguard children is best summarised as:

- Understanding that safeguarding systems should be child-centred;
- Our duty to protect children and young people from maltreatment;
- Our duty to prevent the impairment of children and young people's health or development;
- Ensuring that children and young people are growing up in circumstances consistent with the provision of safe and effective care;
- Undertaking the role to enable those children and young people to enter adulthood successfully.

Lomond School is committed to safeguarding and promoting the welfare of children. An offer of employment is conditional upon the School's receiving an Enhanced PVG check which the School considers to be satisfactory. Please see the School's Safer Recruitment and Safeguarding and Child Protection Policy for further details. This role is exempt from the Rehabilitation of Offenders Act 1974 and the Amendments to the Exceptions Order 1975, 2013 and 2020.

