



MILTON  
ABBEY  
SCHOOL

LEARN  
DIFFERENTLY

Information for applicants

# Learning Development Teacher

Closing date: 24<sup>th</sup> July 2025



Winner: **School of the Year** | Silver Awards: **Teacher of the Year** | **Student of the Year**  
Pearson BTEC Awards 2019

# About Milton Abbey School

## Introduction from the Headmaster

Milton Abbey School offers an outstanding range of traditional and vocational qualifications, chosen to inspire students and prepare them for adult life. Our focus is not only on what a student needs to learn, but on developing the attitudes and habits for lifelong success.

We are proud of our track record of enabling young people to gain the self-belief necessary to achieve. Known and appreciated as individuals, they make the most of our glorious countryside setting, build lasting friendships and enjoy a full programme of evening and weekend activities.

Our small size, exceptional pastoral care and great partnership with parents means that we quickly gain exceptional knowledge of our students, working with each to set ambitious targets.

Throughout their time here, our students benefit from the support, inspiration, challenge and the encouragement of an extraordinary team of teaching, boarding and support staff, dedicated to enabling each pupil to achieve 'personal bests', in and beyond the classroom. I am delighted that you are considering joining our team.

**James Watson** | Headmaster

## Testimonials

"I love working here. I have the freedom and creativity to keep exploring and becoming more passionate about my subject, which helps me pass that passion on to my pupils."

| **Milton Abbey School teacher**

"I'm so glad we chose Milton Abbey. Every pupil is treated as an individual, strengths are recognised and celebrated, and the dedication shown by staff is exemplary."

| **Parents of a Sixth Form student**

"It's a small school, so everyone knows everyone. We get a lot of help from staff with our studies and with our personal lives. It feels like a tight family bond."

| **Sixth Form student**

"Milton Abbey has been the making of our son. From the teachers to the Boarding House team, and the friends he has made for life. It truly is a fantastic school."

| **Parents of a Lower School pupil**

## **Our location and facilities**

The School lies in a secluded wooded valley, halfway between the towns of Blandford and Dorchester. It occupies the site of a former Benedictine Monastery, founded over 1,000 years ago. The two remaining Monastery buildings are used daily by the school – the Abbey for regular services and musical performances and the Abbot's Hall as our dining hall.

Our expansive natural surroundings mean the school boasts a large farm and stables used for vocational learning, a nine-hole golf course, impressive grass pitches for a variety of sports, and plenty of inspiring outdoor space to run lessons, be active, or to relax.

Other buildings and facilities are on par with much larger schools, due to the wide variety of subjects on offer at the school. They include classrooms, laboratories and workshops to teach a full spectrum of academic and vocational subjects, a large library in a converted ballroom, specialist rooms for teaching Creative Media, Art, Fashion Design and Music courses, and a 370-seat theatre. Indoor sports facilities include a 25-metre swimming pool, golf simulator, gymnasium and sports hall. Staff are able to use these facilities as a benefit of working at the school.

## **Our management structure and ethos**

The school is run by the Headmaster, supported by a Senior Deputy Head and three Deputy Heads responsible for the Academic, Co-Curricular and Pastoral elements of the School. We have an overall staff of around 120 people, some of whom work flexibly to meet the needs of the school at different times of the year. We are deliberately small, with around 225 pupils.

All staff appointed are expected to contribute to the pastoral and nurturing ethos of the school, supporting a full and busy sports and activities programme. All candidates for any roles are encouraged to celebrate their conventional and unconventional interests on their application. Appointments will be made subject to a full DBS check and the receipt of satisfactory references.

# JOB DESCRIPTION

<b>JOB ROLE:</b>	Learning Development Teacher
<b>RESPONSIBLE TO:</b>	Deputy Head Academic/Lead SENCo
<b>JOB PURPOSE:</b>	To support the additional learning needs of pupils throughout the school and deliver effective intervention

Specific responsibilities include but are not limited to the following, although this list is by no means exhaustive:

## Duties and Responsibilities:

- Communicate regularly with parents, including writing reports and attending parents' meetings
- Develop and regularly review Individual Education Plans (IEP's) and Pupil Profiles
- Establish good working relationships with pupils and colleagues in order to maintain essential lines of communication
- Maintain accurate and relevant records of pupils' attainment and progress
- Maintain and develop appropriate resources to support pupils' specific learning difficulties
- Plan and deliver effective lessons, informed by thorough assessment of pupils' needs
- Promote the behaviour policy and deliver well structured, engaging lessons to improve focus
- Take an active role in the wider school community as required
- Teach pupils with specific learning differences in small groups or on a 1:1 basis as required
- To support the SENCo in managing implantation strategies throughout the school
- Utilise appropriate technology to support learning needs and promote the independence of pupils
- Undertake relevant training and CPD
- Work with the Lead SENCo to manage and support EHCPs

## Essential attributes:

- Ability to liaise with other professionals
- Ability to motivate and encourage pupils of differing abilities and backgrounds
- Ability to take a keen interest in the welfare and learning of the whole pupil body
- Ability to work as part of a team but also be capable of working independently

- Ability to work positively alongside subject teachers
- A degree or similar relevant qualification
- A positive attitude to creative teamwork
- Computer literate
- Flexible attitude to working patterns to accommodate school excursions during holiday periods
- Good organisational skills
- If OCR Level 5 Diploma in Teaching Learners with Dyslexia/Specific Learning Difficulties is not held, a willingness to undertake it
- Stimulating, reactive to pupils' ideas and interests and energetic
- Willingness to be adaptable and respond to changes as they arise
- Willingness to develop area-specialism in various elements of SEN support and delivery
- Willingness to liaise with Housemasters and Tutors
- Willingness to play a full part in school activities

**Desirable attributes:**

- Experience of working in a school environment
- Experience working with pupils who have SEN

**TERMS OF APPOINTMENT**

The following provides guidance, without prejudice, on the likely main provisions of a Contract of Employment. Contracts for each appointment will be bespoke to the role.

**Hours & Holidays** Milton Abbey School term dates amount to the equivalent of around 30 full teaching weeks per annum. In addition to generous holiday periods between each half term, teaching staff also enjoy 3-day exeat weekends off during most half terms (typically Thursday lunchtimes until Monday morning). Whilst you will be very busy during term time, for the vast majority of the year, teaching staff are only 2 or 3 weeks away from an exeat or holiday period.

School term dates can be found here: [Milton Abbey School - Term Dates](#)

**Salary:** A competitive salary is offered to the successful candidate depending on experience and qualification.

- Probation:** The position is subject to a 16-week probationary period.
- Pension:** Pension scheme offering employer contributions of up to 25.1% of salary together with the ability to sacrifice pension contributions for additional take-home pay. Pension scheme members also benefit from life assurance and sickness insurance.
- Medical Fitness:** Any offer of employment will be conditional upon the appointee's fitness to carry out the role. New employees will be asked, following an offer of employment, to complete a questionnaire regarding medical fitness.
- Criminal Check (DBS):** As a School, Milton Abbey School requires all new employees to complete an Enhanced level criminal background check through the Disclosure and Barring Service. It is a condition of employment that the employee should not have been convicted of a criminal offence against children, nor have been dismissed from or resigned from a previous employer for misconduct of a similar nature.
- References:** In addition, all new employees are required to provide two satisfactory references from two separate sources, one of sources should be from a previous employer. The school may also contact any previous employer, where the position has involved working with children or vulnerable adults.

## APPLICATIONS

Applications must be submitted on a Milton Abbey School application form with a covering letter. Your application can be supported by a CV but applications by CV alone will not be considered.

Further details may be obtained from our website or from HR email [hr@miltonabbey.co.uk](mailto:hr@miltonabbey.co.uk) or telephone 01258 880484.

**Please address your letter to the Headmaster, Mr James Watson and send the letter, application form and any supporting paperwork to;**

### By post

Mrs Tracey Edwards  
Milton Abbey School  
Blandford Forum  
Dorset  
DT110BZ

### Or by email

[hr@miltonabbey.co.uk](mailto:hr@miltonabbey.co.uk)

We will contact all applicants to either invite them to interview or advise them that on this occasion their application will not be taken further.

## Invitation to Interview

Candidates invited to interview should bring the following original documents. Please note photocopies or certified copies are not sufficient:

- Two forms of original identification, one of which should be a birth certificate, the second should be a form of photographic ID (i.e. current photocard driving licence, passport).
- Proof of address documentation, (i.e. a utility bill or financial statement issued within the last three months showing current name and address).
- Where appropriate, any documentation evidencing a change of name. If providing a birth certificate and your name has changed since birth, you must also provide documentation (e.g. marriage certificate, to confirm change of name).
- Where candidates have worked overseas, or who do not hold British Citizenship, proof of entitlement to work and reside in the UK.

Candidates with a disability who are invited to interview should inform the school of any necessary reasonable adjustments or arrangements to assist them in attending the interview.