



Dorset
Studio School

LAND & ENVIRONMENT



**Dorset Studio School,
Kingston Maurward,
Dorchester, Dorset DT2
8PX**

Call 01305 443600.



**ANTI-BULLYING
ALLIANCE**



Welcome to the Dorset Studio School

on The Kingston Maurward Estate

Dear Candidate,

Thank you for taking the time to consider this opportunity at Dorset Studio School. You've already taken the first step towards becoming part of something really quite unique. I do hope that you are inspired by what you will read here.

About Us

The Dorset Studio School is a thriving 11-16 secondary school situated within the superb facilities and exceptional teaching environment of the Kingston Maurward estate. Our reputation for knowing and supporting students is second to none. We have recently opened a second, KS4 site on the beautiful Poundbury development within the county town of Dorchester. We are a relatively young school, uniquely placed to offer a 'twenty first century' education to those young people wishing to pursue employment in the Land Based, or indeed other sectors. Our students may typically aspire to careers related to Equine, Veterinary Science, Environmental Science, Agriculture or Travel for example; though in practice may progress on to a host of other Level 3 pathways or careers. Recognised by OFSTED as a 'Good' school in September 2017, the report noted that our 'teachers motivate pupils to learn by giving them interesting lessons and providing the right support when they need it.' We 'set ambitious targets and expectations for our students' with, 'the most able pupils achieving well.' The school's 'work to promote personal development and welfare is outstanding.'

All students at our school follow a demanding academic curriculum with the majority working towards nine GCSE qualifications. This is complemented with an incrementally phased work experience commitment allowing the students to develop both the soft and technical employability skills that they will need to be able to flourish in a competitive market. Our staff is extremely dedicated, caring, professional and innovative; committed to ensuring excellence for our students.

Studio Schools champion academic excellence alongside the development of a student employability profile. Our learners leave us with an impressive blend of skills and knowledge, perhaps evidenced by destinations and employment rates significantly above national averages for other schools.

We have recently opened a second, KS4 site, just a few miles away on the beautiful Poundbury development within the county town of Dorchester. This is an interim provision whilst we await the construction and completion of our new school, for which the funding has been secured and which we expect to open in early 2026. We are a relatively young school (in our tenth year this year), uniquely placed to offer a 'twenty first century' education to those young people wishing to pursue employment in the Land Based, or indeed other sectors. We are an inclusive school. All students follow a demanding academic curriculum with the majority working towards nine GCSE qualifications. This is complemented with an incrementally phased work experience commitment allowing the students to develop both the soft and technical employability skills that they will need to be able to flourish in a competitive market.

I hope you find the enclosed information helpful but if you have any further questions please email tracey.richards@dorsetstudioschool.co.uk

Yours sincerely,

P A Green
Principal



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Our offer

If done well, teaching is a challenging, complex and yet rewarding vocation!

Situated just minutes from the incomparable Jurassic coast and its world-famous beaches, we are fortunate to be accommodated on a beautiful 750-acre campus, frequented by paying members of the public who 'flock' to the popular Animal Farm Park and grounds with their families. Staff are encouraged to use the facilities that this provides both from a teaching perspective, but also at the weekend with their families.

Facilities on site include an international standard equine arena accompanied by a working stable, offering horse-riding lessons to all abilities. There is a fully stocked gym with both fixed gym apparatus and free weights (free for staff to use) and extensive grounds including a boating lake.

We ensure that our support for staff is robust and visible. The Senior Leadership team maintain a strong, supportive and caring presence for both staff and students alike. Line management support ensures a regular through-feed of ideas and views from all staff members and these are genuinely incorporated into our school improvement model. We have invested in a CPD programme which has been rated by 100% of staff as 'good' or 'outstanding'.

Most notably, however, is our incredibly collegiate and supportive staff, which is perhaps reflected in the minimal staff turnover.

Other key aspects of working with us

Favourable term dates and working conditions

Our academic year means favourable holiday dates based on maximising staff well being.

Pay and pensions

You will be paid monthly into your nominated bank account and you will be able to access your payslips on line. You will be automatically enrolled into either the Teachers' Pension Scheme or the Local Government Pension Scheme through our admitted body status. Both schemes offer an attractive range of benefits.

Free access to health and fitness

Access to the College Gym on site.

Help and support in the workplace

We are looking for staff who want to make a real commitment to the school and what it stands for, but we also know that there will be time when you need a little extra support. Therefore, we have a range of employee assistance programmes and occupational health to give you the help you need when you need it.

Increase your network

Regular opportunities to collaborate with colleagues across our sponsor schools and local MAT trust.



The role

Finance Officer

The Role

This is a term time only role plus two weeks - working 25 hours per week, hours to be agreed with flexibility. The FTE salary is £23,500 - £24, 294.

Key Duties:

- Rising and authorising orders, payments and invoice requests as appropriate
- To profile accurately budgetary information, to monitor and compare expenditure against budget, highlighting significant variances and investigating the reasons for such occurrences.
- To assist with the debt recovery procedure in respect of unpaid invoices.
- Ensuring the safe receipt and handling of all monies and the reconciliation of transactions.
- Processing invoices, ensuring accuracy and prompt resolution of queries.
- Input and responsibility for transactions relating to bank statements and receipts.
- Responsibility for managing the financial element of the school canteen.

Key Skills:

- Previous accounts / finance experience
- Experience of working in a school would be ideal but not essential.
- Excellent IT skills - use of accounting software
- Excellent communication skills both verbal and written
- A team player

Dorset Studio School is oversubscribed and is proud of its strong reputation. As an evolving and growing school, the range of appointments we make, and the skill set we look for is ever expanding. We are developing our provision in many of our staff teams.



Safer Recruitment

Procedure

Dorset Studio School is committed to safeguarding and promoting the welfare of children in the school. In order to meet this responsibility, the school follows a thorough selection process to discourage and screen unsuitable applicants. The process includes at least two references, from previous and current employers. These will be contacted before interview and in all cases, before an offer of employment is made. Please be aware that checks (including online) may be carried out on all aspects of the application to confirm the validity of information supplied.

Child Protection Statement

Dorset Studio School is committed to safeguarding and promoting the welfare of children and young people; this is a commitment which we expect all staff and volunteers to share. The successful candidate will be required to have a Disclosure and Barring Service check in line with the Governments safer recruitment guidelines.

Equal Opportunities

The Dorset Studio School values the diversity of our workforce and welcomes applications from all sectors of the community.

Keeping Children Safe in Education

Dorset studio school will conduct online searches of shortlisted candidates. This check will be part of a safeguarding check, and the search will purely be based on whether an individual is suitable to work with children. All aspects of social media and internet searches will be conducted. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern.

