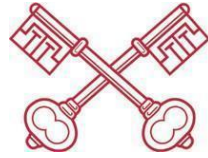


Chandlings
PREP • OXFORD



RADLEY
SCHOOLS GROUP

LAMDA Teacher

Information for Candidates



Closing date for applications is Thursday 14 May at 4pm. Interviews will commence w/c Monday 18 May.



The Why

We believe every child carries a sparkle of possibility; a spark that, when nurtured, can grow into something extraordinary. Each day is a step further on a magical journey that will not only prepare pupils for the future but will also empower them to create it.

Chandlings exists to harness this sparkle, to guide children to truly discover who they are, and to help them grow the skills and character to fulfil their wildest dreams. And, the best bit of all, we ensure they have lots of fun whilst getting there.

The How

We foster self-belief, promote curiosity and build resilience. Our children are inspired to be resourceful, adaptable and creative, in an environment where we balance opportunity with well-being. They are given the time and space to be children, within a community that celebrates diversity in tandem with individuality. We are proud of our ability to gain outstanding academic results whilst providing the opportunities for a wide breadth of co-curricular activities, all underpinned by an award winning pastoral care.

The Where

Set in over sixty acres of beautiful Oxfordshire countryside, Chandlings Prep is an Independent co-educational day school for girls and boys from 2-11 years old. Situated just 20 minutes from the centre of Oxford, 10 minutes from Abingdon and just off the A34, we are easily accessible from across the county. We have purpose-built, bright, modern classrooms with extensive and impressive facilities including specialist art and design, music rooms and science labs, as well as two school halls. We have a full size Astroturf, netball and tennis courts, rugby and football pitches, an archery range, a 9 hole golf course, a swimming pool, a low-ropes course and a riding school. The extensive grounds offer woodlands, lakes, playing fields and lots of space to play and explore for both staff and pupils.



CANDIDATE SEARCH

We are seeking a LAMDA Teacher who is experienced, inspiring, and reliable.

Teaching will start from September 2026. The hours of work will be 8.00am to 5.00pm, with flexibility to arrange your timetable around existing ensemble rehearsals. You will be working alongside another LAMDA teacher who shares the pupils and the ensemble work. There are currently 36 pupils and 1 Choral Speaking ensemble which equates to one day's work per week. Some of these lessons are taught as solo lessons and others are duos.

The role would suit someone who has a passion for teaching the LAMDA curriculum to young children. Candidates need to be highly organised and be able to respond effectively to a fast-paced teaching environment.

Please see below for full details.



KEY RESPONSIBILITIES

LAMDA Teacher

- Provide high quality one-to-one LAMDA teaching to pupils from Year 2 to Year 6
- Prepare pupils for LAMDA examinations (Speaking Verse and Prose, Acting, and other appropriate disciplines)
- Select, adapt and teach engaging and appropriate material to support pupils' development in performance and communication skills
- Support pupils in developing confidence, vocal clarity, diction and expressive performance
- Deliver one Choral Speaking group per week (usually Year 3 to Year 6)
- Maintain precise and accurate records of pupil attendance, progress and exam entries
- Complete written reports twice a year
- Support pupils in performances such as the Christmas Soirée and Summer Arts Festival
- Communicate effectively and regularly with both parents and school staff

PERSON SPECIFICATION

Desirable

- Experience preparing pupils for LAMDA examinations (e.g. Acting, Speaking Verse and Prose, Musical Theatre)
- Strong understanding of vocal technique, diction and performance skills
- Technical competency with computers
- Experience leading small group drama or speech sessions

STAFF BENEFITS

EMPLOYEE ASSISTANCE PROGRAMME

Employees have access to the EAP with Health Assured.

EMPLOYEE SAVINGS SCHEME

Employees have access to the VIVUP platform offering a range of shopping discounts.

PENSION

You will automatically be enrolled in the Aptis pension scheme unless you exercise your right to opt out. This offers a minimum 4% and a maximum 8% employee contribution. The employer contribution is double the employee contribution, capped at 16%.

LUNCH

Staff receive a free lunch on their working day and drinks and snacks are available throughout the day in the staffroom.

PARKING

Free onsite parking

EYE CARE VOUCHERS

Eligible employees receive free eye care vouchers and contributions towards a new pair of glasses (Ts & Cs apply).

SICK PAY

Eligible employees are entitled to 6 weeks full sick pay in any academic year subject to the Absence Policy

PATERNITY LEAVE

Eligible employees are entitled to 2 weeks full parental leave pay in any academic year subject to the Absence Policy.





THE APPLICATION PROCESS

If you would like to apply for the position please submit electronically a completed application form and a covering letter addressed to Mrs Kate Belcher, Head of Drama, at kbelcher@chandlings.org.uk A CV can be submitted as additional information. Please note we reserve the right to appoint early.

We particularly welcome applicants from Black, Asian and Minority Ethnic groups as well as disabled candidates who are currently underrepresented within the Trust.

All appointments are made in accordance with our [Equality Policy](#) and applicants should let us know of any special needs they may have so that adjustments can be made if required.

Please note, as per the KCSIE 2024 safer recruitment recommendation, references for shortlisted candidates will be requested prior to interview. Should permission be withheld without a valid reason, the invitation to interview will be withdrawn.

Shortlisted candidates will also undergo an online check (including and not limited to social media websites) in accordance with the [KCSIE 2025](#) guidelines paragraph 221 and the Trust's [Safer Recruitment Policy](#)

Safeguarding: All adults working at Chandlings Prep should be aware of and where necessary follow the School's safeguarding guidelines which are in line with the Department for Education's (DfE) and Oxfordshire Safeguarding Children's Board (OSCB) practice and procedures - available online at <https://www.oscp.org.uk/>

The School's Safeguarding Policy is available [here](#)

Appointment Date: 20 April 2025 or sooner

Hours: 8.00am to 5.00pm with flexibility to organise your own timetable

Salary: £19.83 per 30 minute lesson, £22.77 per 30 minute ensemble/group

Interview Process:

If you are invited to an interview you must bring your Right To Work (RTW) documentation with you to enable our Administration Team to take copies and prepare for any Disclosure and Barring Service checks should you be successful in the interview.

In addition, we require evidence of the following:

- Identity - passport or photocard driving licence
- Address - document from Group 2b of the DBS List of Valid Identity Documents with current address
- Right to Work in the UK - passport or full birth certificate
- Qualifications - original documents confirming any educational and professional qualifications you refer to in your application
- Overseas Checks - if you have worked or been resident overseas for three months or more in the previous ten years please bring original copies of any overseas police checks that have already been completed.
- If you have changed your name by deed poll or any other mechanism (e.g. marriage, adoption, statutory declaration) you will be required to provide documentary evidence of the change.

All documents must be original copies.

In the event that you are unsuccessful please be assured that photocopies of documents taken will be destroyed.

Interviews are conducted in person and will explore your suitability to work with children. On occasion, applicants will be invited to participate in a preliminary online video interview. Safe recruitment procedures are followed and members of the Senior Leadership Team are accredited.

Any offer of employment will be conditional upon the appointee's fitness to carry out the role. Shortlisted candidates will be asked to complete a questionnaire regarding medical fitness prior to interview.

