



Langley
SCHOOL



Brief for the position of
**BOARDING
SUPPORT WORKER**

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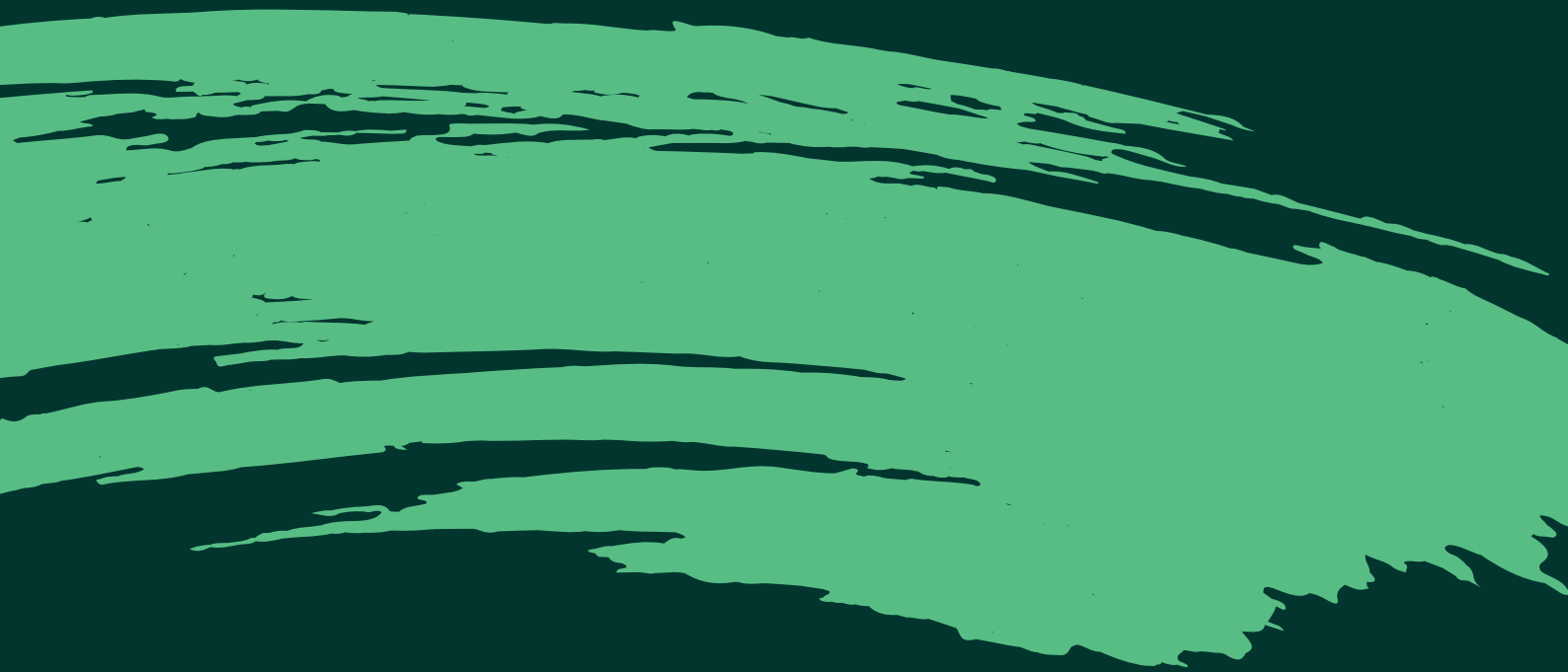
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01 BACKGROUND

Thank you for considering this exciting opportunity to join Langley School as our **Boarding Support Worker (Zero hours) at Senior School, Langley Park, Loddon.**

Langley School is proud to foster a thriving educational community, nestled amidst the stunning Norfolk countryside. Here, tradition meets innovation, and every pupil is valued, supported, and encouraged to flourish. From our youngest learners embarking on their educational journey in Nursery, to our ambitious Sixth Form students preparing to step confidently into their future, Langley School provides a nurturing environment that celebrates growth, learning, discovery, and achievement.

Our expansive, picturesque campuses—spanning over 100 acres at each site—offer a unique and inspiring setting where pupils can explore, thrive, and develop both academically and personally.

At Langley, we are guided by our core values of **kindness, confidence, curiosity, and integrity**. These principles underpin all aspects of school life as we equip our pupils with the skills to navigate the ever evolving demands of the modern world. Creativity, resilience, and adaptability are at the heart of our approach, ensuring that every pupil is prepared for success.

If you feel that you have the professional skills to join our dynamic team, then we look forward to receiving your application.



02 ABOUT LANGLEY

Langley School is a co-educational, inclusive day and boarding school catering to pupils aged from 6 months to 18 years. We are privileged to operate across two stunning countryside campuses: the Pre-Prep and Prep School are located in Taverham, while the Senior School and Sixth Form reside just outside Loddon.

Our beautiful, green campus locations provide ample space for pupils to grow, explore, and thrive in a supportive and inspiring environment. With the vibrant city of Norwich nearby, pupils also enjoy access to a dynamic and culturally rich setting that complements their education.

As one of only nine HMC (Headmasters' and Headmistresses' Conference) schools in Norfolk and Suffolk, Langley offers an exceptional standard of education alongside a variety of boarding options, including day, flexi, weekly, and full boarding.

1 Langley Prep School, Taverham

2 Langley Senior School, Loddon



03 THE ROLE

Langley Senior School is seeking to appoint a **zero hours Boarding Support Worker. Point SS10** of the published Langley School Support Staff pay scale. **£16.06 per hour including 14.54% rolled-up holiday pay.**

We are looking to recruit an approachable and enthusiastic Boarding Support Worker to be an integral part of the school's friendly boarding team.

The purpose of this role is to provide quality care and pastoral support to our young people, creating a safe, well-ordered and friendly environment for our boarders to live in.

Being part of the team means encouraging our boarders to develop their full potential, academically and socially, promoting consideration for others and fostering a strong sense of community life in our boarding houses.

Langley is a truly special place to work. With dedicated colleagues, a supportive parent body, and curious, motivated pupils, our school community is both stimulating and welcoming. We take great pride in our sense of family and the strong sense of belonging that unites us.



04 JOB DESCRIPTION

This Job Description covers the principal tasks required of the role and is not necessarily a complete list of everything required for the full professional discharge of duties. Key responsibilities include:

- Working closely with our students, undertaking duties in the boarding house on a pre- agreed rota basis between the hours of 07:00-23:00 (Monday to Sunday). There is flexibility around shift patterns providing the needs of the school are met
- Having a close working relationship with the medical team, administering medication (where full training will be provided) and providing high quality pastoral care to our students
- Working with the Boarding management team to ensure information and issues arising during your duties are correctly reported and followed-up
- Ensuring accurate records are maintained as applicable to your role
- Working with the boarding management team to ensure the day to day running of the boarding house is efficient and homely
- Providing 'on call' cover for absent colleagues in the boarding environment
- Assisting in emergency evacuations in the boarding house, if the situation arises, as instructed by the duty manager
- Encouraging our young people to engage in clubs/activities
- Supervision and coordination of weekend boarder activities and trips
- Maintaining good order, appearance, and behaviour in the boarding house at mealtimes and throughout the school
- Being responsible for the general health and wellbeing of those in the House, being available to students for discussion of routine medical issues.



05 SKILLS & EXPERIENCE

- ✓ Ability to build positive and nurturing relationships with young people
 - ✓ Confident in dealing with difficult situations and discussions with children with the ability to defuse situations to prevent escalation
 - ✓ Ability to work as an effective and flexible part of a team
 - ✓ Competence in enforcing rules and routines
 - ✓ Effective time management and organisational skills
- ✓ Have a good rapport with young people and act as a positive role model to them
 - ✓ The ability to communicate clearly and tactfully using appropriate methods and an awareness of the impact of your own communication on others
 - ✓ Have the personality and presence required to carry out your duties effectively
 - ✓ Be imaginative, articulate, adaptable and keen to make a difference
 - ✓ Experience of working with young people would be advantageous but is not essential



06 CANDIDATE BENEFITS

The successful candidate will enjoy the following benefits from the commencement of their employment:

- ✓ Professional development and ongoing CPD through internal and external training.
- ✓ 24/7 access to the school's comprehensive Employee Assistance Programme, offering support for personal and professional well-being.
- ✓ A complimentary meal during a shift.
- ✓ Workplace pension scheme with Royal London.
- ✓ A truly unique and inspiring work environment, set on a heritage site surrounded by over 100 acres of green space and woodlands.

TERMS AND CONDITIONS

Please note that Langley School reserves the right to interview and appoint candidates prior to the closing date of the application process.

PRE-EMPLOYMENT CHECKS

Offers of employment are subject to the following pre-employment checks:

- Receipt of two satisfactory references.
- Completion of child protection screening, including checks with previous employers and the Disclosure and Barring Service (DBS)

07 HOW TO APPLY

Please note that all information within your application will be treated confidentially. In line with GDPR, we ask that you do not send us any information that can identify children or any of your Sensitive Personal Data.

Applications should be received no later than midday on:

Wednesday 23rd September 2026

Interviews to be confirmed ASAP as and when application forms are shortlisted.

To apply for this position, please complete the online application process; CVs will not be accepted as a substitution but may be submitted in addition to the application form in order to supply additional background information.

For any further information please contact:

T: 01508 520210

E: HR@langleschool.co.uk



A dark green silhouette of a castle with three towers and a central battlement, set against a lighter green background.

Langley School
Langley Park
Loddon
NR14 6BJ
0044 1508 520 210

A dark green silhouette of a train with a locomotive and several passenger cars, set against a lighter green background.

Langley School
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