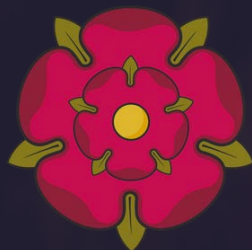


Recruitment Information Pack

2026

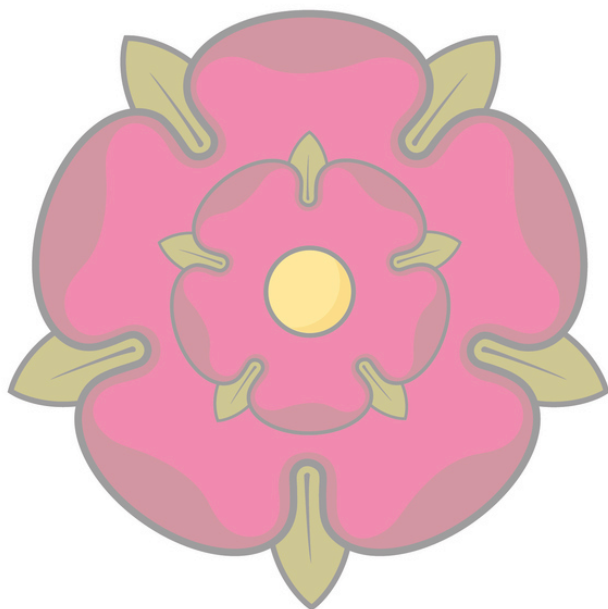


Lancaster Girls' Grammar School




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lggs.org.uk 

lggs@lggs.lancs.sch.uk 

01524 581661 

[@lancaster.girls.grammar](https://www.instagram.com/lancaster.girls.grammar) 

Lancaster Girls' Grammar School 

Lancaster Girls' Grammar School 

Welcome from the Headteacher

Thank you for your interest in working at Lancaster Girls' Grammar School.

At LGGS, we are dedicated to academic excellence and to nurturing the individual talents and potential of every student. Our school community thrives on strong values and high expectations, where colleagues work collaboratively to create an environment in which all pupils can flourish both academically and personally. Our students consistently achieve outstanding results, but more importantly, they leave us as confident, articulate young people ready to make their mark on the world.

I joined LGGS in April 2023, and I was particularly drawn to the school because of the culture, the history, and the incredible work that staff and students do here. I come to work everyday feeling lucky that I get to lead such an incredible school.

We take great pride in our supportive and professional culture, where every member of staff plays a vital role in shaping the futures of our young people, and we welcome applications from like-minded professionals.

Students, families, staff, and governors all feel proud to be part of the LGGS community. We are committed to working together to create an environment where every student feels valued and supported, where academic excellence sits alongside personal growth, and where strong partnerships between home and school enable all of our students to thrive.

We have put this recruitment pack together to give you some more information about life at LGGS and the process of applying to work with us, and we hope you'll find all the information you need here, but if you have any queries or would like to visit the school, please don't hesitate to get in touch. I am sure that as soon as you step through the doors, you will fall in love with the school just like I did.

I look forward to receiving your application.

Mr Christopher Beard
Headteacher



About Lancaster Girls' Grammar School

Lancaster Girls' Grammar School is a forward looking, selective state school with academy status and an outstanding record of promoting high achievement.

Established at the Storey Institute in 1907, our history is rich. You can find more about us on our website:

Lancaster Girls' Grammar School - Our History

In the present day, there are currently just over 1,000 students on roll and in 2025 we welcomed six-form entry into Year 7 for the first time, with Years 8 to 13 having five forms each. We're large enough to offer breadth and depth in our curriculum and extra-curricular provision, yet small enough to know every student as an individual.

Beyond the classroom, we are enthusiastic about encouraging all of our pupils to pursue their passions and develop new skills; students have many opportunities to take part in performing arts, sports, Duke of Edinburgh, Combined Cadet Force, debating and much more! Our students are also encouraged to attend and run their own clubs, which this year includes knitting and crochet, coding, robotics, media, model United Nations, and gardening.

A high proportion of our students continue into our Sixth Form, and we also welcome a number of external students into Year 12. We have a broad offering at Sixth Form, with Maths, Biology, and Chemistry as the most popular A-Level choices.

The school is recognised nationally for its academic excellence and we are proud to be consistently ranked in the top 100 most successful state school across the UK.

"Pupils, and students in the sixth form, thoroughly enjoy attending Lancaster Girls' Grammar School. They told inspectors that they feel happy and safe in school. They made friends easily. Pupils and students recognise, understand and value each other's differences."

Ofsted, 2022

Our Vision and Values

We envision a vibrant learning community where each student is empowered to excel academically, develop resilience, and embrace their role as a responsible global citizen.

This is underpinned by our core values of:

Excellence

At Lancaster Girls' Grammar School, we uphold a commitment to excellence in all aspects of education. We strive for academic rigour, innovative teaching methods, and continuous improvement to ensure that every student reaches their full potential and excels in their chosen pursuits.

Empowerment

Empowering our students is at the core of our mission. We aim to equip each young person with the knowledge, skills, and confidence needed to navigate a dynamic world successfully. Through a holistic approach to education, we inspire resilience, leadership, and a sense of social responsibility, empowering our students to shape their own futures.

Innovation

Embracing a spirit of innovation, we encourage curiosity, critical thinking, and creativity. We believe in preparing our students not only to adapt to change but to lead it. By fostering a culture that values new ideas and approaches, we equip our students with the tools to become forward-thinking contributors in a rapidly evolving global landscape.

Belonging

We value and celebrate diversity, fostering an inclusive and supportive environment where every student feels a sense of belonging. Our commitment to inclusivity extends beyond cultural and social differences, recognising and respecting the unique strengths and perspectives that each individual brings to our school community.



The Recruitment Pack

We use MyNewTerm for our external recruitment - any vacancies can be found on our MyNewTerm School Page:

MyNewTerm - Lancaster Girls' Grammar School

Attached to the recruitment advert, you'll find a 'Role Profile'. This gives an overview of the types of duties to be undertaken and the skills and experience that we are looking for, but it is not prescriptive or exhaustive - so please get in touch if you would like to visit the school or discuss the role before applying.

We also advertise vacancies on our website, Indeed, social media, and within our school newsletters.

If you would like to have an informal discussion about the role with the Head of Department or the line manager for the area, please do get in touch and we would be happy to arrange a call or visit to the school.

Applying

Applications are taken solely through MyNewTerm; the form asks for personal details, education and employment history, a supporting statement, and references. You can save and revisit the form if you do not have any information to hand, but please ensure you complete and submit the form by the deadline specified in the advert.

Within the recruitment advert, we will list a provisional date that we anticipate we will hold the interviews. If you know at this stage that you will not be available for the proposed interview date, please let us know as we may be able to accommodate an alternative date.

When your application has been submitted, you will receive a confirmation email.

"We're working with some of the best young people in the whole country, they are honestly amazing. You spend one or two days here and you quickly realise that it is not like other places."

~ Staff member



The Recruitment Process

Shortlisting

Shortly after the closing date, the hiring managers will review all applications and shortlist those they would like to interview. You will be updated via email and the MyNewTerm system as soon as possible (typically within two working days).

References will be sought after shortlisting and prior to the interview. Please contact us by email at the earliest opportunity if you would not like for us to contact a referee, as we will send requests promptly after shortlisting.

At this stage, we will confirm the date we are looking to hold the interviews, if you are unable to attend on the day specified, please let us know and we will do our best to accommodate an alternative date. Please note, this is not always possible, so please do try and make arrangements to attend on the specified date if you can.



Invitation to Interview

After being shortlisted for the role, you will then receive an invitation to interview; the invite will detail when your interview is scheduled for. All interviews take place in person at our school.

Within the invitation, we will detail what you can expect from the day, including who you will be meeting and any interview tasks that you may be asked to complete, as well as what documents you should bring with you.

We will always try and advise you of interview timings as specifically as possible, so you know when your interview will start and finish, meaning you can make any arrangements necessary for the rest of your day.

Unfortunately we don't have any capacity for visitor parking, so please plan in advance for getting here on the interview day. There is a guide at the end of this pack for local transport and public car parks.



The Recruitment Process

Interview Day

On the interview day, you will be welcomed to the school alongside the other candidates. Please arrive via our Main Reception where you will be asked to sign in.

There will be a brief welcome session where you will be able to get a drink and settle into the day, before the interview programme commences.

Our interviews typically include:

- A tour of the school
- Meet the team
- A panel interview

You will also be asked to complete a series of tasks, which may include desktop tasks, a student forum, and delivering part of a lesson for teaching posts.

Refreshments will be provided throughout the day.

If you have any documents that you would like to use during your interview (teaching presentations, resources etc.), please ensure they are sent to us in advance so we can have them ready for you. For security reasons, we cannot allow any external devices to be plugged into our computer systems.

We always try to advise candidates of the outcome of their interview on the same day, if this is any different you will be advised at your interview when to expect an outcome.

Any offer of employment is conditional, and subject to mandatory safeguarding checks (DBS, right to work, fitness to work, satisfactory references etc.)



“LGGS is a really friendly and caring place, and that’s for both the students and the staff. You get the opportunity to work with some exceptional kids, and it’s a very happy place.”

~ Staff member



Working at Lancaster Girls' Grammar School

In our recent staff survey, our staff responded that they were proud to work at LGGS and enjoyed working at the school. We foster a culture where staff wellbeing is a priority, and we have manageable workload considerations. Open communication is encouraged and we want staff to feel their contributions are valued and recognised.

We are extremely fortunate in that we can recruit high calibre teachers with the result that all subjects are taught by specialist teachers.

Staff recognise and appreciate the positive behaviour and high attendance of students at LGGS - our students are articulate, keen to participate and have high ambitions for themselves.

We're well-connected to the wider education sector through partnerships and networks, giving you opportunities to learn from and contribute to best practice beyond our school gates. Our students come from diverse backgrounds across Lancaster and the surrounding areas, bringing a richness to our school community that makes working here both rewarding and inspiring.

Staff are continuously supported to enhance their professional knowledge and all staff also have full access to The National College's full suite of courses.

We would love to welcome staff to our team who share our commitment to high standards and continuous improvement.

"Pupils and students behaviour is exemplary. They are eager to learn in class. They enjoy themselves at social times by reading and spending time with each other."

Ofsted, 2022



Living and Working in Lancaster

Lancaster is one of England's heritage cities. It is a vibrant, independent city with a great deal to offer. It is the base for two universities, which contribute significantly to the city's lively and inclusive ethos. The universities, the hospital, the RLI, and major players in the food production industry provide a range of employment opportunities.

Our House System is made up of Lancaster's twin towns: Perpignan, Lublin, Aalborg, and Rendsburg.

Lancaster has an established arts scene which constantly provides a range of cultural activities throughout the year; Lancaster hosts a number of lively festivals including Lancaster Music Festival, Highest Point and the Jazz Festival. Other events such as the annual Literature Festival, Light Up Lancaster light festival, and Lancaster Chinese New Year Festival make the city a fun and vibrant place to live.

Lancaster Castle and the Maritime Museum provide cultural richness to the city, while the Dukes Theatre and Grand Theatre offer regular performances. We have a thriving independent food and drink scene, including award winning restaurants and cafes.

Lancaster is easily reached from all over the UK; just over two hours from London and Edinburgh on the West Coast Line, and is well served by main line rail. The M6 motorway provides quick and convenient car travel to the length of the country.

We are also very fortunate to be so close to both the seaside and the Lake District, with lots of activities and days out both for adults and families in the near vicinity.

Many of our staff have moved from across the UK to make Lancaster their long-term home, attracted by the combination of professional fulfilment at LGGS and the lifestyle the area offers.

"There are so many traditions that make LGGS, LGGS. It is a phenomenal school, both the staff and the students are out of this world."

~ Staff member



Employee Benefits

Employees of Lancaster Girls' Grammar School benefit from:



A salary that is aligned to teacher pay scales and NJC pay scales and awards.
Generous pension benefits with the TPS or LGPS



Retail discounts via BlackHawk Extras and the Blue Light scheme.



Access to pro-active health and wellbeing promotion schemes, including access to an on site gym and discounted local memberships



Enhanced occupational maternity/paternity/adoption leave allowances

Compassionate approach to flexible working and absences

Enhanced annual leave (holiday) allowances for support staff: full-time support staff receive 26 days annual leave (rising to 32 days after 5 years' service), plus 8 statutory bank holidays and 2 extra-statutory days leave.

Employee Assistance Schemes including access to advice and counselling.



A range of personal and professional development opportunities, including access to The National College's full suite of courses.



Opportunity to access private medical insurance and/or health and dental plans via salary sacrifice.

Occupational health support such as physiotherapy.



Cycle-to-work purchasing scheme and secure on-site cycle storage.



Safeguarding Statement

Lancaster Girls' Grammar School is fully committed to safeguarding and promoting the welfare of all young people and expect all staff to share this commitment.

The health, safety and well-being of every student is our paramount concern. We ensure continuous development and improvement of robust safeguarding processes and procedures that promote a culture of safeguarding amongst our staff. For details, please see our Safeguarding and Child Protection Policy on the [LGGs website](#).

At LGGs all staff must understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of children and young people will be scrutinised during the selection process for the post that you have applied for.

If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided. You will also commit to the LGGs Code of Conduct for all staff.

If you have any questions on our safeguarding or safer recruitment procedures, you can contact our Designated Safeguarding Lead, Sarah Bellin, on lggs@lggs.lancs.sch.uk



How to Find Us

Regent Street, Lancaster
Lancashire, LA1 1SF

Directions:

LGGS is easily accessible via Public Transport with the railway station a five minute walk away, and the bus station within ten minutes.

The stations are marked on the map with a 

As we are in a city centre, there are also many public car parks nearby. Unfortunately we do not have the capacity for visitor parking on site.

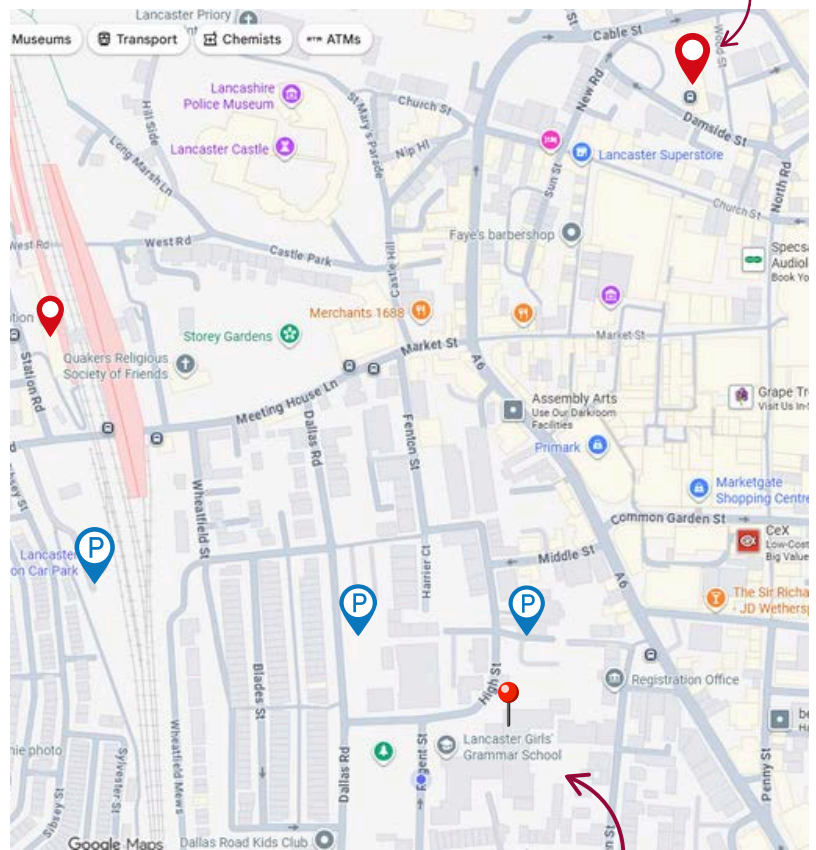
The closest car parks are marked on the map with a 

Our main entrance for visitors is located on High Street.

 surely.stops.export

Lancaster Bus Station

Lancaster Railway Station



Lancaster Girls' Grammar School





Lancaster Girls' Grammar School