



Royal Russell

Senior School Recruitment Information Head of Football



Royal Russell School
Coombe Lane
Croydon
CR9 5BX
www.royalrussell.co.uk

Patron: Her Majesty, The Queen



Royal
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Thank you for your interest in joining the Royal Russell team

Royal Russell is a financially sound, happy, successful, forward-thinking school, providing an excellent education that is a personal experience for every child.

You'll be joining a team of enthusiastic and talented staff, who give their energy, time and passion to ensure that every student achieves the very best they can, through the subjects that they teach and also in their roles as House Staff and Tutors.

Our girls and boys are remarkable and a pleasure to teach. They are tolerant, respectful, fun and giving. We expect them to work hard, support each other and take risks in the pursuit of personal development and to become confident and resilient young adults. Our students perform exceptionally well in their public examinations, achieving our best ever A level results in 2016, and continue to their first choice universities.

We provide a rich and varied programme of co-curricular activities, excursions and cultural experiences for all students to enjoy, including our Combined Cadet Force, Model United Nations and regular national and international educational and sporting trips and visits. Our staff are fully immersed in developing and delivering this programme outside of the core school day.

Our students matter to us. They are nurtured, valued and praised and given opportunities and challenges where they are allowed to enjoy their success and learn from their failures. Effort and endeavour is recognised and rewarded and not doing one's best is simply unacceptable.

We are a family school, with a strong sense of community. Positive relationships with our parents are crucial and our staff take the time to build and nurture productive partnerships.

We have an exciting and ambitious development plan that embraces new technology and provides for significant investment in new facilities, including the building of new boarding accommodation as part of a wider property development master plan.

If we are a school that appeals to you, and you are looking to make your mark, get involved and make a difference, I look forward to hearing from you.



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Our School

Royal Russell is an exceptional independent Day and Boarding school for girls and boys from Nursery to Sixth Form.

Royal Russell was founded in 1853 as a charity to look after orphan children of the textile trades, providing a home, a family and an education to those in need. We are proud of our long and distinguished history that has seen our school grow and evolve over the past 160 years. Reference to our heritage can be seen throughout our school in the beautiful original architecture, blending effortlessly with 21st century facilities for Sport, Music, Drama, Science, Media Technology and the Arts.

We are privileged to have enjoyed Royal Patronage since our foundation. Our current Patron, Her Majesty the Queen, has visited our school on four occasions, most recently in 2003 when she joined in celebrations to mark our sesquicentennial year and opened our Library and Sixth Form Centre. Prince Edward officially opened our Performing Arts Centre in 2011.

Our Junior and Senior Schools share our beautiful 110 acre university style campus, comprising of fields, natural woodland and stunning, newly-built sports facilities. Whilst enjoying a secluded, parkland environment, our excellent public transport links mean that we are only 10 minutes from the Croydon town centre and 30 minutes from central London. This enables us to draw students from both our local community and a wider catchment area.

Royal Russell is a popular school and recruitment is buoyant. With 965 students, our school is full, with waiting lists operating in most year groups. There are 312 girls and boys in the Junior School, 472 in the Senior School and 181 in our Sixth Form. 128 of our Senior School and Sixth Form students board full time in one of our three homely boarding houses.

Our total number of staff exceeds 250, with 125 teaching and classroom staff providing academic and pastoral support.

Whilst academically selective, at all ages, we seek to admit a carefully balanced community with a wide range of interests, talents and skills.

Students are taught in small classes and enjoy spacious, well-equipped classrooms, the latest technology, plentiful resources and ample room to flourish.

We have a strong reputation for outstanding pastoral care. This is delivered through our vertical House system, where House staff and Tutors look after the academic, social and emotional welfare of small groups of pupils. We provide a calm, safe and stimulating environment where our girls and boys feel happy and secure and so enjoy coming to school.

Our Chapel is at the heart of our school and welcomes students and staff of all faiths, and none, for quiet reflective thought during the busy working week.

Royal Russell is a giving community and we enjoy supporting each other, both in our daily school lives and in the charitable fundraising that brings us together in purposeful endeavor and encapsulates our school motto 'Non Sibi Sed Omnibus'.

Royal Russell is a happy school, where students, parents and staff feel valued for their individual and collaborative contributions to our success.

In March 2016 [The Independent Schools Inspectorate](#) judged us as 'Excellent' in all areas of school life.



ISI Inspection- April 2016

Top Grade of 'Excellent' achieved in every category!

Our ISI Inspection Report was published in April 2016 and we are delighted to report that Royal Russell achieved the top grade of 'excellent' in every aspect.

The Quality of Academic and other Achievements

The quality of the pupils' achievements and learning	Excellent
The contribution of curricular and extra-curricular provision	Excellent
The contribution of teaching	Excellent

The quality of the pupils' personal development

The spiritual, moral, social and cultural development of the pupils	Excellent
The contribution of arrangements for pastoral care	Excellent
The contribution of arrangements for welfare, health and safety	Excellent
The quality of boarding education	Excellent

The effectiveness of governance, leadership and management

The quality of governance	Excellent
The quality of leadership and management, including links with parents, carers and guardians	Excellent

The Early Years Foundation Stage	Excellent
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The full ISI Inspection Report is available on our website. A few of the many highlights from the report are shown below:

- The school is highly successful in meeting its aim to provide an outstanding academic education and an extensive range of co-curricular activities in the context of a family School. Throughout the school, from the EYFS to the sixth form, pupils' achievement in academic subjects is excellent.
- At all ages, pupils' spiritual, moral, social and cultural development is excellent, they are self-aware, confident, tolerant and respectful. Relationships throughout the school are excellent.
- Governance, leadership and management make an excellent contribution to promoting pupils' achievements and personal development.
- Pupils throughout the Junior and Senior Schools are particularly well educated and show excellent levels of subject knowledge, skill and understanding in line with the school's aim to provide an outstanding academic education. Pupils are skilled learners, displaying excellent levels of creativity, logical thought and independence.
- Throughout the School, pupils show initiative and they express ideas and understanding of concepts with refreshing ease.
- The outcomes for boarders are excellent and reflect successful implementation of boarding aims and principles.

We thoroughly enjoyed the inspection experience and the opportunity to showcase all that makes Royal Russell unique. We are thrilled with the report and immensely proud of all our pupils and staff, who work to achieve their very best at all times and have received well-deserved recognition of their efforts.

Employment Benefits at Royal Russell

Workplace Benefits

Salary

Royal Russell recognises and rewards leadership and teaching excellence. We have our own pay and grading structure, which is above SNS, and system of career and pay progression, both for teachers and leaders. In addition we offer allowances for specific pastoral and academic responsibilities. Our typical teaching year is approximately 36 weeks including INSET days.

Pension Scheme (TPS)

All Royal Russell teachers between the ages of 18 and 75 are eligible to belong to this scheme and will become members unless they manually opt out themselves.

Life Insurance

All Staff receive life cover at 3 x annual salary either through the TPS or through the School's own insurance policy.

Free Parking

Ample on-site parking is available to all staff. We also have excellent public transport links via rail, bus and Croydon Tramlink, which stops outside our school.

School Meals

Free lunch may be taken in the school dining hall when the kitchen is in operation. Healthy well balanced meals are available. Breakfast and supper are provided to staff running activities at the beginning and end of the school day. Teas and coffees are available throughout the day in the common rooms.

Training and Development

We show loyalty to our staff through extensive training and advancement opportunities. The school will provide financial support to staff undertaking external courses of study that are of benefit to us and the member of staff. Staff are encouraged to undertake research that will develop our educational provision.

Personal Benefits

Employee Assistance

Royal Russell subscribes to Worklife Support, which offers a free and confidential telephone counselling service and is available 24 hours a day, seven days a week.

Physiotherapy

Staff are entitled to a free physiotherapy assessment and discounted treatment with a registered on-site physiotherapist.

Fitness and Well-being

Our on-site swimming pool, strength and conditioning room, gym, floodlit astro-turf and tennis courts can be used by staff at designated times. The school cross-country course provides a testing challenge for the more energetic!

Medical Centre

We are extremely fortunate to have our own Medical Centre on site, with three fully qualified nurses which staff can use for friendly support and advice.

Family Friendly Benefits

Parental Leave

Enhanced Maternity, Paternity, Parental and Adoption Leave benefits all contribute to our first rate offering to staff with families.

School Fees

Staff are entitled to a discretionary discount of up to 50% on Royal Russell school fees (pro rata for part-time posts).

Before and After School Care

A highly subsidised Breakfast Club and after school Crèche is available to all staff with children in Royal Russell Junior School.

Childcare Vouchers

All staff who pay for registered or approved childcare such as day nurseries, childminders and before and after school care, may join the Childcare Voucher scheme provided through Computershare.

Super Camps

Staff are entitled to a discount of between 25-50% on Ofsted's 'Outstanding' rated Super Camps, run during the school holidays on the Royal Russell campus.

School Uniform

All staff can receive a 10% discount on school uniform at Hewitts of Croydon.

5 more reasons you'll be happy at Royal Russell

- ✓ You'll be working in one of London's most popular and forward thinking schools
- ✓ You'll enjoy the support, and the company, of our committed and friendly staff
- ✓ You'll work with the most lively and interesting bunch of students you could meet
- ✓ You'll eat the best school meals you've ever tasted
- ✓ You'll certainly enjoy the Christmas Party!



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Head of Football

The Role

Royal Russell is renowned for playing an attractive brand of passing football that is entertaining to watch. This philosophy is based on the ethic that 'quality practice makes perfect', putting the team first, training hard and reaping the benefits. This has provided a proven track record of winning national competitions and given individuals opportunities to play at professional clubs.

We offer an exceptional programme for players of all ability levels with an extensive fixture list. Our Elite U13, U15 and U18 teams, we believe, have the best football programme nationally, that offer daily training with a minimum of 15 coaching hours a week, delivered by our highly qualified and experienced staff.

Our U18 1st X1 have just become the ISFA National champions. This year we also won the ISFA 6-a side National cup and the Trinity Schools U19 Football cup; the only school to ever win all three championships in one year.

We are looking for an exceptional innovative Head of Football to lead our football programme and continue with its success for all.

The Sports and PE Department

Sports is a key area for development in our Strategic Plan and is one of the growing areas of the school. The department consists of the Director of Sports, 3 full-time teachers and a number of post-graduate sports coaches who are all practitioners in their chosen sport. This position will join the team of Heads of Sport which include Hockey, Netball, Tennis, Cricket and Basketball.

Our exceptional onsite facilities include, 6 full size grass football pitches, a new Olympic standard floodlit hockey pitch, 2 further new floodlit all-weather games areas for Netball and Tennis. We also have a large well equipped sports hall, a gymnasium and a 25m indoor swimming pool. A challenging cross-country course challengingly winds its way through our extensive grounds.

The school has full planning permission to build a floodlit 4G football AstroTurf. With further exciting projects in the near future and a nationally successful reputation, sport at Royal Russell offers exceptional opportunities for all our pupils.

Selection Process and Timeline

A fully completed application form which includes a supporting statement outlining the extent to which you meet our requirements as set out in the person specification, and details of two referees, one of which should be a current or most recent employer should be emailed to hr@royalrussell.co.uk.

References may be taken up before interview. Applications will be considered on receipt and should arrive no later than **12 noon on Wednesday 3rd May 2017**. Short listed candidates will be contacted by telephone and asked to attend an interview in w/c **8th May 2017**. If you have not heard from us by Friday **12th May 2017** you should presume that you have not been successful on this occasion. The interview will consist of an observed coaching lesson, tour of the School and an interview with The Headmaster, a Deputy Head and the Director of Sport. Further details and an application form are available on our school recruitment page <http://www.royalrussell.co.uk/Vacancies> or from HR at hr@royalrussell.co.uk or on 020 8657 4433.

Job Description

Job Title: Head of Football

Reports to: Director of Sport, and ultimately the Headmaster

Responsible for: All football coaches and pupils

Purpose of Job:

To build and improve on the School's outstanding national reputation for success in football, at all ability levels by leading all arrangements in relation to the delivery of the football programme at the school including setting up of fixtures, organising teams and tours, and managing the programme for competitions. To ensure the delivery of high quality football coaching to pupils by the allocated sports coaches in line with the scheme of work, or Long Term Athlete Development Model and deliver inspirational football coaching by self.

Main Duties and responsibilities:

- Develops a Long Term Athlete Development model for all year groups and abilities.
- Continues to build on National success in major schools competition at all ages.
- Recruits high quality scholars specifically at key year 7 and year 12 age groups.
- Manages fixtures list including arranging transport, food and refreshments, officials and grounds, in liaison with Sports Administrator.
- Take a proactive lead in marketing the School's football programme liaising with the Marketing and Communications Manager.
- Build on the video analysis platform for players, using the post-graduate sports coaches to support.
- Manages the scholarship programme for football.
- Builds a 'games for understanding' intra school weekly tournament to develop and engage lower ability performers.
- Ensures that appropriate staff are allocated and able to deliver coaching sessions.
- Organises tours and leads and manages teams at fixtures (home or away), or on tours as required.
- Ensures that the Head of Games and sports administrator are promptly informed of any cancellations so that the necessary action can be taken.
- Attends Open Day and Scholarship Day to promote own sport to pupils, potential pupils and parents.
- Ensures that any changes in health and safety rules and laws advised by the National Governing Body of the sport are communicated to relevant parties in a timely manner and implemented appropriately across the programme.
- Delivers up-to-date coaching in football in line with the frame work set out by the National Governing Body of the sport so that pupils receive a high quality experience and strive to excel in that sport.
- Through own example, sets high expectations and standards of behaviour of coaches and pupils towards each other that encourages effective team-working.
- Promotes a competitive spirit within the specified team with mutual support for each other regardless of individual abilities and outcomes.
- Brings any concerns about a pupil to the attention of the Head of Games or Director of Sport.
- Teaches lessons as directed by the Director of Sport, according to the departmental schemes of work, as indicated by the timetable prepared by the Deputy Head-Curriculum.
- Participates in the development of schemes of work and other appropriate syllabus-related materials.
- Assists with the setting and marking of internal exams as directed by the Director of Sport.
- Sets and marks homework according to the published homework timetable and in line with Sports Department policy.
- Writes reports on pupils according to the report schedule published each term.

- Attends all departmental meetings and Common Room meetings.
- Attends evening parents' meetings for year groups taught.
- To be attached to a House, taking morning registration every day, Monday to Friday, and assuming tutorial responsibility for a group of pupils within the House, as directed by the Housemaster or Housemistress
- Attends and supports exchange trips and visits abroad as required.
- Carries out regular school duties, as detailed in the published duty rota.
- Attends one Saturday Detention Supervision (half-day) each year.
- Sets high standards of dress, attendance and punctuality.
- Participates in the extra-curricular programme of the school.
- Takes extra lessons to cover for absent colleagues as indicated by the published 'Locum Tenens' rota.
- Takes part in the school staff appraisal scheme, and keeps up with the professional developments within teaching.

General responsibilities

- Ensures the safety and well-being of children and young people at the School by adhering to and complying with the School's Safeguarding and Child Protection Policy at all times.
- Displays correct staff identification at all times whilst on site.
- Attends training and staff INSET sessions organised by the School to provide a consistent approach across the entire School staff population.
- Adheres at all times to Health & Safety legislation, and all departmental policies and procedures, to ensure the safety of you and colleagues as well as pupils, staff and visitors.
- Carries out any other reasonable duties as requested by the Headmaster or members of the Senior Management Team.

This job description contains an outline of the typical functions of the job and is not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties. The job-holder's actual responsibilities, tasks, and duties might differ from those outlined in the job description, and other duties commensurate with this level of responsibility may be either permanently or temporarily assigned as part of the job.



Person Specification

Qualifications

- A good honours degree in Sports Science or a related subject
- UEFA 'B' Licence (essential)
- UEFA 'A' Licence (desirable)
- PGCE with Qualified Teacher Status (desirable)
- FA Youth awards (desirable)

Experience

- Experience of teaching PE and Games up to Sixth Form level, whether A level or BTEC level 3
- Excellent practitioner and advocate of modern teaching and learning methods
- Coached and or played at a professional club (essential)
- Experience using game breaker and or Hudl (desirable)

Knowledge

- A good understanding of the subject matter and the latest developments in the teaching of Sports, specifically Football
- Conveys enthusiasm, energy and passion for sport, able to inspire students with a love of Football
- Aware of and uses innovative teaching strategies that raise attainment

Skills and abilities

- Able to build positive and collaborative rapport with pupils, parents and colleagues
- Possesses high level communication skills for dealing with pupils, parents and staff
- Able to create a stimulating and enthusiastic learning environment
- Able to implement strategies that encourage high standards of effort in sport irrespective of individual pupils abilities
- Use a range of motivational strategies for each individual pupil
- Encourages and praises achievement and success
- Understands the need to promote positive behaviour at all times in line with School policies
- Able to plan and implement activities that meet the needs of all pupils
- Able to work well within a team
- Able to work from own initiative as well as responding to ideas and requests from colleagues and line managers
- An understanding of child protection and safeguarding
- A willingness to participate in the wider aspects of sports at Royal Russell

Other requirements:

- Willing and flexible in approach to working hours, able to assist with extra-curricular activities including after-school and Saturday morning fixtures

Date: April 2017



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