



THE ORATORY PREPARATORY SCHOOL

Brief for the position of
SENIOR DEPUTY HEAD
The Oratory Preparatory School



ODGERS BERNDTSON



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MESSAGE FROM THE HEADMASTER

Thank you for your interest in joining us at The Oratory Preparatory School. I'm delighted that you are considering applying for this post and hope very much that, once you learn more about our school, you will decide to do so. We are conscious that for busy professionals it takes a considerable commitment to apply for a new role. In return you can expect us to expend a similar amount of time and energy in considering your application and over the selection process.

As a school we are committed to the all-round development of each child. This combined with an ethos of broad-minded and inclusive learning are at the core of the school which can be felt within every classroom, playground and beyond, from nursery to Year 8. We strive to strike a balance between encouraging children to step out of their comfort zone, seek adventure and develop resilience, while ensuring that they feel fulfilled, secure and supported.

If successful, you will benefit from working with a strong, collegiate staff who work effectively together at the OPS. Our salary scale is competitive, fee remission for staff generous and the school owns a significant number of family-sized residential properties, one of which would be available to you if you so wished.

We believe the OPS is approaching a truly exciting phase in its history and that this opportunity will provide someone with a fulfilling, purposeful and fun next step in their career.

I do hope that you decide to apply for the role and hope to meet you in due course to discuss the position and show you around our wonderful school.

Best wishes,

A handwritten signature in dark ink, appearing to read 'Rob Stewart'. The signature is written in a cursive, slightly stylized font.

Rob Stewart



BACKGROUND

Situated in Goring Heath and set within 65-acres of beautiful Oxfordshire countryside, The Oratory Preparatory School (OPS) is a leading Catholic day and boarding preparatory school proving an enriched education to some 375 boys and girls aged 2 to 13.

Aims and Ethos

Teaching and learning at the OPS is underpinned by the critical mission statement to develop the whole child: intellectually, morally, socially and spiritually. The values of kindness, compassion and forgiveness lie at the heart of the School and play an important part in shaping the moral awareness and convictions of its children. This combined with a contemporary academic programme allows the School to fulfil its aim of best preparing pupils for life beyond the OPS as well-rounded and happy individuals with a deep sense of belonging.

The School maintains an ethos to respect children as their own person and provide a well-rounded, stimulating education that enables the cultivation of strong, trusting relationships between children, parents and staff. Pupils at the OPS grow and learn under the founder Blessed Saint John Henry Newman's motto of 'Cor ad cor loquitur' – Heart speaks to heart – and flourish in a happy and safe environment.



Academic

At the OPS, academic rigour is balanced with fostering a genuine love for learning that lasts its pupils a lifetime. Class sizes are small, and teaching is kept fresh and fun to promote a wide range of skills and attitudes for life such as creativity, inquisitiveness and adventure.

Early Years at The OPS

Having opened its doors in 2014, the OPS welcomes children from the age of two into its Pre-Prep classrooms. The academic provision in the Pre-Prep years fosters aspiration from a young age with an exciting and varied curriculum that challenges children academically as well as an important emphasis on music, art and sport.

In Nursery through Reception, learning is predominately through play, with a

focus on the development of the child physically, their communication and language, and personal, social and emotional development. Children are taught in bright, spacious rooms and begin to learn about maths, literacy, art, the world at large and their place within it.

Junior Prep (Reception to Year 4)

When children join Reception they enter the Junior Prep where they are taught in classes led by a designated class teacher, but supported by specialist teachers for music, IT, forest school and PE. As children reach Year 3 they start to take part in both whole school events alongside events in the Junior Prep. Year 4 pupils take on some additional responsibilities in relation to Years 1 and 2. This helps prepare them for the transition to Senior Prep.

Senior Prep (Year 5 to 8)

Whilst academic success is at the heart of what the School is trying to achieve with the academic programme, it is supplemented with a wide syllabus of additional activities to prepare pupils in the broadest possible sense. There is an emphasis on skills based learning aimed at developing the academic potential of each pupil.

Teaching and learning are based around the core curriculum with interactive and digital learning in all subjects. Concepts studied in the classroom are conceptualised and brought to life outdoors, with activities ranging from Science experiences trialled in the woods, forest school or art classes from the School gardens. Drama is also introduced into the curriculum in these senior years, helping develop creative and collaborative skills as well as improving their communication.



Pastoral

Pastoral care at the OPS is excellent. With an emphasis on Catholic values being central to all aspects of school life, a dedicated School Counsellor works hand in hand with the School's Chaplain to ensure that every child's experience of school is a happy one. Well-qualified and experienced Learning Support staff provide specialist support to children, and tailored plans are developed that address both the emotional and social needs of a child as well as any specific learning needs.

The School offers individual and group intervention programmes and takes an important focus on mindfulness and developing social skills from an early age. Throughout the Pre-Prep and Prep School sections, inclusive and creative approaches ensure that education is a comfortable and engaging experience for all its children. From Year 6, pupils have a dedicated Tutor focussing on their pastoral needs and weekly tutor sessions provide a forum to explore themes ranging from emotional wellbeing, friendship and teamwork to effective studying, internet safety and diet.

Co-Curricular

Sport

Sporting provision at the OPS is exceptional, and through an extensive offering of boys, girls and mixed sports, children are enabled to discover a lasting passion for sport while building character and determination. High-calibre sports coaching and impressive facilities including a full size 3G pitch, four tennis courts and multiple football, rugby and cricket pitches. All children from Kindergarten upwards also receive weekly swimming lessons in either the starter pool or 25-metre heated indoor pool, with additional squad training sessions before and after lessons.

All children in the Prep School are part of a team, and all teams play in tournaments as well as weekly fixtures. Boys at the School achieve great success in rugby, football, rugby 7s and cricket, while the girls excel in hockey, netball and cricket. In addition, both compete at a high standard in triathlon, cross country, tennis, athletics and swimming. Alongside this sports programme and Games and PE lessons, children are exposed to additional activities such as fencing, rowing and golf within the After School Activity Programme and the Saturday Enrichment Programme.



Music

Music is a strong feature of day-to-day life at the OPS with instrument and vocal tuition options varied and in abundance. Facilities are impressive, and children learn in a purpose-built music department complete with a suite of practice rooms, a large rehearsal room and music tech room.

Nursery and Kindergarten children enjoy a weekly music activity while children in Reception through to Year 2 receive a weekly music lesson. In Years 3 to

5 children learn ukulele, recorder and clarinet respectively, while children in Year 6 receive keyboard lessons, and in Year 7 and Year 8 pupils enjoy music technology.

Children can sing in multiple choirs including a specialist chorister choir that supports the liturgical life of the school and takes part in many concerts, and all children attend a weekly Hymn Practice led by the Director of Music. Other ensembles include orchestra, concert band and a jazz band.

Performing Arts

From a young age, children at the OPS can perform in major performances and musical productions held in the modern Theatre, with its large stage, raked 300-seater auditorium and state-of-the-art sound and lighting systems. Children are offered LAMDA tuition from Year 1 to ignite imagination while gaining core life skills such as confidence and working collaboratively, and children as young as two enjoy a dance lesson

with a qualified teacher each week in the dance studio. From Kindergarten, children can also take part in ballet, tap and contemporary dance during lunchtimes or after school.





Beyond the Classroom

All children in the Prep School are offered an action-packed After School Activity Programme where they can take in activities from fencing to cookery to languages such as French and Spanish. There is also an optional Saturday Enrichment Programme for children in Year 5 upwards that includes tuition on core life skills such as debate, interview and presentation skills, as well as wide-ranging activities from beekeeping to photography.

School trips consolidate learning, enrich the curriculum and broaden children at the OPS' experience and knowledge of the world. From Reception onwards,

children experience museums, castles and farms, while children in the Prep School enjoy day trips and residential. All residential throughout a child's time at OPS culminate in a trip to Skern Lodge in Year 8, where they are challenged with activities such as rafting and climbing, testing their agility and courage with rope and zip wire courses.

Children from the age of nine are also invited to attend 'Enrichment Talks' – events with guest speakers from a range of industries and sectors to broaden the minds and futures of pupils.

Outdoor Learning

Situated in over 65-acres of countryside, it is no surprise that outdoor learning

takes a strong focus at the OPS. Children from Pre-Prep upwards have ample opportunity to enjoy the ancient woodland on the School site, and staff encourage hands-on nature-based play and learning.

Forest School forms an important part of the curriculum for all Pre-Prep children, where young children blossom in confidence and independence while hunting for bugs, identifying leaves, pond dipping and toasting marshmallows on the campfire. Additionally, children take part in bushcraft workshops where they learn survival skills such as building shelters, preparing food and cooking on open fires safely.

Boarding

Children in Year 4 upwards can board on a full, weekly or flexible basis. The Boarding House contains modern, comfortable rooms and has a friendly, familial atmosphere where the children can thrive away from home. Boarders enjoy a full and varied calendar of activities throughout the year. On Saturdays, the children take part in the Saturday Enrichment Programme, followed by sports matches and time relaxing with friends. On Sunday, children enjoy a range of fun outings such as visits to the cinema, restaurants, bowling and camping.

Bellevue Education

Having joined the group in 2019, the OPS is proud to be part of Bellevue Education. Bellevue was founded in 2003 with a single school in North London educating 40 children. From its foundation, the family of schools has since grown to 21; embracing all-through schools, a sixth form college and international schools. Now in 2021, it owns schools across the UK, Switzerland and France, educating 4,000 children from just a few months to 19 years.

Bellevue's vision is to be a world-class group of exceptional schools, to which parents are proud to send their children; where students choose

to study, and teachers aspire to work. Bellevue's mission is to achieve academic excellence in an innovative and supportive learning environment with an absolute commitment to a 'whole' education that encourages a curiosity and love of learning.

Importantly for the Bellevue CEO and its SMT, each Bellevue school is run independently, built on the foundation of the same shared values: a broad curricular delivered in innovative ways that excite and engage children; investment – in teachers, buildings, and technology; and that teaching and management staff are fully supported with innovative resources, shared best

practice and focused training. Bellevue believes that exceptional results should be a by-product of the education that its schools offer, not the exclusive focus. Bellevue pupils are encouraged to aim high. Therefore, it is a key ambition that all Bellevue staff provide them with everything they need to succeed. The schools across the group are committed to providing an educational environment that challenges, nurtures, excites and involves every single pupil.

Further information about The Oratory Preparatory School may be found on the website www.oratoryprep.co.uk and for more information about Bellevue Education please visit www.blvue.com

“A place with a palpable buzz and vibrancy that gets the balance between giving children the freedom to be themselves, whilst maintaining a focus on traditional values, excellent manners and respect.”

The Good Schools Guide





THE ROLE

The role of Senior Deputy Head is integral to the success of the OPS going forwards. The successful candidate will bring a proven ability to lead and manage teams and people through change in addition to ambitious and innovative thinking about the learning experience for pupils.

As part of the Senior Leadership Team (SLT) the Senior Deputy Head will be empowered and expected to challenge convention and foster a vibrant culture of continuous improvement across the staff body.

The Senior Deputy Head will play a central role in the overall leadership of the School, working closely with the Headmaster in:

- Shaping, implementing and sustaining an effective vision for the whole school with a clear strategic direction.
- Promoting the highest possible standards of education, equality of opportunity, and an environment which is conducive to excellence in teaching and learning.
- Promoting the ethos of the School across all areas, to ensure that all pupils flourish.
- Ensuring the success of the School across all areas from academics to recruitment and marketing.
- Engaging with the parent body and creating opportunities to involve them in school life.

Contribution to the SLT:

As a key member of the SLT the Senior Deputy Head will;

- Support and advise the Headmaster in all aspects of the School's leadership, management and strategic development.
- Role model the highest professional standards driving a high-performance culture with a sense of restless ambition.
- Champion continuous personal development and best-practice.
- Work closely with Headmaster and Business Manager on the design and implementation of whole school strategy.
- Play the leading role in overseeing the day-to-day running of the School and in doing so create additional capacity for the Headmaster.
- Be a visible and accessible presence around school as a recognised senior leader of the community.

Teaching:

The post will include teaching a reduced timetable, but will encompass all the requirements of a teaching role and the successful candidate must:

- Provide exemplary classroom practice and organisational skills.
- Inspire staff through their own practice and encourage high expectations of learning and behaviour.
- Be a creative and inspirational teacher.
- Undertake supervisory duties as necessary.

The Senior Deputy Head must also contribute to the life of the whole school community, including providing sessions for the Saturday Enrichment Programme and the school's thriving activities programme. S/he must also ensure that Catholic values underpin all school activities.

To capitalise on the successful candidate's broader skills, the final job description will be shaped in collaboration with the Headmaster.



THE PERSON

The successful candidate will be expected to demonstrate evidence of the following skills, qualifications and experience:

- Strong academic track record and a good honours degree in a relevant academic discipline.
- Proven track record of successful whole school leadership and management gained at middle or senior leadership level in a leading school (prep, senior, independent or state maintained).
- An upward career trajectory with the aspiration to develop and refine leadership skills in this role, likely to lead then on to headship.
- Proven track record of leading teams and people through significant whole school change.
- Substantiated evidence of the impact of excellent teaching practice on pupils' progress and attainment in any subject.
- Experience of managing and resolving many, varied matters for the development of pupils' progress and the ability to relate very well and sensitively to pupils, staff and parents.
- Experience of holding individuals and teams to account for pupil learning outcomes.
- Ambitious, forward-thinking and motivated individual.
- Deeply passionate about teaching and learning.
- Able to manage parents sympathetically and professionally.
- Exceptional organisational and communication skills.
- Inspirational leader and a role model for colleagues.
- Good business acumen.
- Strong people and performance management skills.
- Commitment to contributing to the broader aspects of school life in a boarding environment.
- Perceptive with a keen eye for detail
- Committed to the Catholic ethos of the School.



HOW TO APPLY

The Oratory Prep School has engaged the services of Odgers Berndtson to assist with the recruitment of the Senior Deputy Head.

The closing date for applications is **09.00 Monday 7 June**.

Following a longlist meeting of the Selection Committee, successful candidates will then be invited to the shortlist interviews with the Selection Committee on **Wednesday 16 or Thursday 17 June**.

Briefing visits will take place during **week commencing 21 June** and final interviews will take place on **Monday 28 June**.

In order to apply, please submit a comprehensive CV along with a covering letter which sets out your interest in the role and encapsulates the aspects of your experience relevant to the required criteria. Please include current salary details and the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

The preferred method of application is online at: www.odgers.com/82885

All applications will receive an automated response.

For an initial discussion, please contact:

Peter Lawrence: +44 (0) 207 529 3055

peter.lawrence@odgersberndtson.com

Lydia Bowman: +44 (0) 131 378 8037

lydia.bowman@odgersberndtson.com

Personal data

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 (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation,

genetic and/or biometric data) in your CV and application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your expressed consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

The Oratory Prep School and Bellevue Education are committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. A background check, including criminal records check and/or police clearance, will be conducted on all successful applicants.



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oratoryprep.co.uk



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