



# Information for candidates applying for the role of Head



Derby  
Grammar  
School

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Bringing education to life.









## About our School

Derby Grammar School is Derbyshire's leading independent day school for boys aged 7 to 18 and girls aged 16 to 18.

Established in 1995, our Junior School, Senior School and Sixth Form are housed in a stunning setting within our own grounds in Littleover, Derby.

Three principles lie at our core: excellent teaching, incredible opportunities and a supportive, friendly atmosphere. These are the things that make us special. They are the reasons our pupils come into school each day with a smile, eager to learn and expand their minds.

We strive to 'bring education to life' and inspire a passion for learning that remains with our pupils throughout their lives. The enthusiasm of our teachers sparks excitement and interest for curious minds. We create an environment where our pupils' strengths are sought out and celebrated. Our small size enables us to do this; we know and treat each child as an individual.

Our catchment area is local, extending up to 20 miles from Littleover. We have grown steadily since we began back in 1995 and now have a roll of 260, with an intention to increase to 300.


What strikes most visitors to our School is our warm and friendly environment which fosters an ambition to learn, to contribute and take part. It results in pupils who emerge as confident, knowledgeable and considerate individuals who are ready, willing and more than able to take on life's challenges - and succeed.

## The context of the appointment

Our current Head, Mr Richard Paine, has led us for over eight years and is now retiring.

This opens up an exciting opportunity for a dynamic and inspirational leader to take us forward to our next stage of development. We are an ambitious school, with an ambitious board of governors. We are looking for a leader to develop a dynamic learning environment for our pupils to excel, wherever their strengths lie. A clear vision is vital, with the strategic insight to get us there.





"Derby has been an economic success story this decade."

Financial Times

## Our location

We are based at Rykneld Hall, a listed building in Littleover on the outskirts of Derby, just three miles from the city centre.

Derby is the UK Capital for Innovation, home to global brands Rolls-Royce, Toyota UK and Bombardier. Having attracted £3bn of investment over the past ten years, the city has the fastest growing economy in the UK, achieving 23% growth in gross value added over the last five years.

Derby is an attractive place in which to live, work and relax. Riding at the velodrome in the iconic Derby Arena, shopping in the modern intu mall and historic Cathedral Quarter, exploring the stunning villages and stately homes of Derbyshire or walking in the beautiful Peak District - Derby offers the best of vibrant city and country life.

At the heart of the UK, the city is only 89 minutes from London St Pancras by train, 20 minutes from East Midlands Airport, and easily accessed from the motorway network (M1/A50/M6).

## Our facilities

Derby Grammar School is tucked away in its own grounds on Rykneld Road, Littleover, Derby. The site is peaceful and private yet, at just two minutes from the A38, it is easily accessible from the main arterial roads that serve the area.

With plenty of space in the grounds, our pupils can run around and let off steam or play sports at break times on the field, courts or in the Junior School's adventure playground.

### Rykneld Hall site

Our main school building has been adapted to accommodate the needs of a school without compromising the original Georgian architectural splendour of Rykneld Hall.

Annexes and developments have enabled us to extend our facilities with a bespoke science and music block, art studios, fully-equipped design technology workshop, large school hall with stage, sound, lighting and seating for 300, Sixth Form common room and a self-contained Junior School.





## Rykneld Sports Centre

Just a short distance away from the Rykneld Hall site is our newly acquired dedicated sports facility, Rykneld Sports Centre.

It comprises a large sports hall for badminton, tennis, basketball and indoor cricket coaching, a floodlit Astro turf pitch for hockey training and fixtures, and three rugby pitches.

And just 10 minutes from Rykneld Hall is Pastures Fields where we play cricket and host matches.





## Structure of the School

Our School comprises a Junior School, Senior School and Sixth Form.

Junior School is housed in its own custom-built area within the main school building. It is small and friendly, with class sizes of up to 20 in each year group. It is a bright and friendly place where the boys are happy, comfortable and confident, and where we engage their interests and stimulate their curiosity.

In Senior School the year group size increases and we run two classes of up to 20 per year. Our main intake years are Year 3 into Junior School and Year 7 into Senior School. All will either sit an entrance examination or, for younger boys, take part in an assessment day.

In Senior School boys take up to ten GCSEs. 100% of GCSE pupils achieved five A\* to C grades in 2016 and 55% of all passes at GCSE were A\* or A. We retain a good number of pupils between Years 11 and 12, and also welcome new pupils in to Sixth Form - boys and girls.

Across the whole school pupils are divided into four Houses: Atkinson, Bemrose, Blackton and Derby. This develops a great deal of inter-house rivalry and competition throughout the year, from drama productions to inter-house cross country and tug of war competitions.

## Governance and leadership

We have a supportive, active and ambitious Governing Body. The Chair maintains a close relationship with the Head. Our Governors are experienced in a wide range of areas. They provide advice and guidance, and act as critical friends, through a clear committee structure which includes Health and Safety, Property, Safeguarding and Education, Teaching and Learning. Formal Governing Body meetings take place four times a year.

There is an effective Senior Management Team which comprises the Head, Deputy Head, Head of Sixth Form, Head of Junior School, Senior Master, Safeguarding Officer, the Bursar and Head of Marketing and Development. Members of the Senior Management Team cascade information across sub-teams.



# Academic

## Junior School

The National Curriculum provides the basis for our broad and balanced curriculum, which focuses on developing excellence in literacy and numeracy, whilst encouraging every boy to discover his own individual strengths across many other subject areas.

Class sizes are small which means that we can carefully track progress and ensure each pupil is suitably challenged and guided to maximise potential.

Trips and residential visits, as well as a variety of school and community-based activities, stimulate the boys' interests and enrich the curriculum further as they're encouraged to explore, enjoy, imagine, create, experience, and achieve.

## Senior School

Powered by energy and excitement, Lower School boys (Years 7 to 9) are inspired by all of the new opportunities that Senior School offers. This enthusiasm is embraced and channelled by our dedicated team of teachers.

Upper School sees a more focused period of study as pupils prepare for their GCSEs and aim to achieve the highest grades they are capable of in order to make the most of future opportunities. All pupils take English Language, English Literature, Mathematics and either French, German or Spanish, plus either Physics, Chemistry and Biology or the double award combined science. They then choose up to an additional three options.

## Sixth Form

Pupils join us from across the region. It creates a dynamic environment for both study and support, and is a place where new friendships are formed which last well beyond the Sixth Form. In 2016 22% of A Level pupils achieved straight A\* or A grades.

## A Level : Passes per grade and cumulative totals, 2014-2016

	A*	A	B	C	D	E	U
Number of passes per grade	50	59	80	51	33	14	5
Cumulative percentage of passes	17%	37%	65%	82%	93%	98%	100%

## GCSE : Passes per grade and cumulative totals, 2014-2016

	A*	A	B	C	D	E	F
Number of passes per grade	265	288	272	142	37	7	3
Cumulative percentage of passes	26%	55%	81%	95%	99%	99.7%	100%

“The quality of relationships between teachers and pupils is excellent, so learning is seen as a co-operative venture.”

ISI Report 2014





## Extra-curricular

Learning at Derby Grammar School extends far beyond the academic curriculum. Our pupils enjoy a vast range of extra-curricular activities, from archery club and formula 24 car racing, music tours and sports matches, to overseas trips such as the annual expedition to Tanzania - which also includes climbing Mount Kilimanjaro or taking part in a safari on the Tanzanian plains.

Extra-curricular activities enhance classroom learning and enable individual talent to flourish. They encourage confidence, leadership and entrepreneurship. All are qualities our pupils are renowned for and which prepare them for life after school.

## Sport

Sport is also an integral part of school life. Our School sports are rugby, hockey and cricket. PE (physical education) and Games lessons total over three hours per week in years 7 to 9. Every year group has its own Games afternoon, with the School retaining the traditional Wednesday afternoon session to play competitive matches against other local schools at first team level.

## Charity

We encourage all Derby Grammar School pupils to develop a caring attitude and a sense of responsibility for others.

It is important that our pupils are self-aware and are mindful of those who are less fortunate. Through supporting good causes by fundraising, volunteering and involvement in the community, our pupils offer their time and skills to benefit others, and in turn learn a great deal along the way.

The work we do with YMCA Derbyshire supporting local teenagers, and supporting children at Gedeli B School in Mwanza, Tanzania provide the focus for the majority of our charitable activities year on year.





“The quality of the pupils’  
achievements is excellent across  
their academic work and in their  
activities.”

ISI Report 2014





## School life

There's never a dull moment, School life is action packed at Derby Grammar School.

### Pastoral care

We place a great deal of emphasis on pastoral care, which is vital to each pupil's well-being, health, happiness and, ultimately, their achievement. We strive to create a supportive environment where each pupil feels safe, secure and happy. Our small size helps us to achieve this.

Our pastoral system enables teachers to get to know each pupil as an individual, helping to meet their individual learning and developmental needs. The Form Tutor forms the basis of our pastoral care. Their role is to develop a detailed knowledge of each pupils' development and attainment, as well as nurturing and providing them with a close-knit support network of both peers and staff.

### Prefects

Our Prefects, across Senior and Junior School, play an essential role in the running of the School. They are responsible for the welfare of all pupils, and are a vital link between pupils and teaching staff.

### PTA

We have an active and enthusiastic Parent Teacher Association which works closely with us and raises funds to support the development of school resources and facilities through events such as the annual summer fete, fireworks night and the Ball.



# The position

The Head is appointed by the Governing Body.

The Head is responsible for helping to formulate and then implement and achieve the aims, policies and plans of the Governing Body for the education, development and safety of all the children entrusted by parents to the School's care and for upholding and representing the existing strong ethos of the School within the community.

The Head of Derby Grammar School will be a highly effective leader who will possess and develop a range of strategic, organisational and educational competences as well as financial acumen. The person will demonstrate the knowledge, skill, ability, ambition and passion to lead Derby Grammar School through the next exciting phase of its history and be able to inspire others with a vision for the future.

## Key responsibilities of the role include:

### Strategic Leadership

- Inspire and champion the vision and strategy for the education of all pupils at Derby Grammar School
- Work with governors to review, develop and implement the vision for the school, and the strategy to achieve this
- Act as a role model to motivate and inspire pupils, staff, parents and Governors to aim high and to achieve success
- Promote the Derby Grammar School ethos to achieve the stated aims:
  - To provide an excellent all-round education with a commitment to academic excellence at its core
  - To equip our pupils with a breadth of skills and knowledge which will enable them to perform outstandingly well in school and in later life
  - To ensure our pupils obtain places on good courses in higher education, and can succeed in a rapidly changing world
  - To provide a range of well-run and diverse extra-curricular activities which encourage and support our pupils in becoming confident, rounded and socially responsible young people.
- Maintain excellent engagement with parents, prospective parents, alumni, the local community, feeder schools and others for the development and promotion of Derby Grammar School
- Market the school effectively to maintain healthy numbers of the range of pupils it wishes to recruit.

### Educational Excellence and Pastoral Care

- Give leadership direction, inspiring the highest quality teaching and learning to achieve excellent academic results
- Ensure the curriculum, timetable and academic organisation of the School support the academic goals
- Ensure our safeguarding and health and safety procedures, as well as all School policies, are up to date, compliant and regularly reviewed.
- Be responsible for maintaining the exceptional standards of pastoral care which recognise the needs of the individual and offer appropriate support and encouragement
- Foster an atmosphere of mutual respect, support and friendships within the School, ensuring a high standard of behaviour and discipline
- Maintain the culture within the School which respects the beliefs and views of others through the continuing development of personal, moral and ethical values and enable pupils to take their place within society and lead fulfilling lives, in which diversity is celebrated and personal character is valued.
- Keep abreast of current educational and pastoral requirements.

### Organisational Leadership

- Motivate, support and enable staff to carry out their respective roles to the highest standard
- Create an environment of encouragement and delegation in which colleagues are enabled and expected to perform well, seeking further responsibility, advancement and continuous professional development
- Appoint staff to maintain a high-performing team
- Ensure that the School complies with all relevant statutory legislation and regulatory requirements, as specified by the Department for Education, the Independent Schools Inspectorate and other relevant bodies
- Ensure the continuing high standing of the School's reputation and be accountable for ensuring that parents are kept informed of the progress of their children, the curriculum and other matters relating to teaching and learning at the School
- Be responsible for all aspects of the operation of the School and be accountable to the Governors, working in partnership with them to fulfil the needs of the School.



## **Financial Acumen**

- Be responsible for the sound financial management of the School.
- Lead every aspect of the management of all resources, closely supported by the Bursar.
- Be fully aware of significant issues, priorities for expenditure and ensure efficient use of resources to provide the requisite environment for effective teaching and learning.

## **The person**

It is expected that the Head of Derby Grammar School will be an inspirational and innovative leader who can secure the full engagement of staff and all other parties in the delivery of the School's strategic aims.

The successful candidate will have the following key skills, experience and attributes:

### **Leadership**

- A dynamic and inspirational leadership style with the vision and insight to map out a successful future for Derby Grammar School, and the ability to work with others to achieve this.
- Excellent communication and ambassadorial skills with the ability and confidence to work effectively at all levels, and inspire the team culture
- Innovative and an openness to new ideas, with an ability to lead and inspire others through periods of change.

### **Academic and Pastoral Care**

- Understands trends and statutory requirements in curriculum development
- An excellent teaching record
- A strong interest in promoting academic excellence in pupils and staff
- A commitment to the already very high standards of pastoral care
- An understanding of the characteristics of an effective and successful school and ways in which performance can be improved
- An understanding of the use of best practice in ensuring good behaviour and discipline
- A willingness and enthusiasm to promote interest and support for a wide range of extra-curricular activities including sports, music, art and drama.

### **Managerial**

- The ability to work with the Chairman and Governing Body to achieve the School's aims
- Business and financial acumen, with some experience of strategic and financial planning revenue generation and marketing
- Experience of managing staff effectively and efficiently
- The ability to use IT and an appreciation of how emerging technologies can be used to enhance education
- A good understanding of all elements of a day school environment and current and future issues to be faced
- An understanding of health and safety, welfare and safeguarding.

### **Personal Characteristics**

- Intelligence, with good interpersonal skills
- Lively and energetic
- The ability to embrace opportunity and have a focus on the future
- Excellent public speaking and networking skills
- Approachability and an ease with people from a wide range of backgrounds
- The ability to consult, be open to different perspectives and be a good listener, yet remain decisive
- Enthusiastic, with a capacity for hard work, combined with a sense of humour
- Resilience and emotional maturity when faced with the demands of the job.

### **Qualifications**

It is expected that the successful candidate will:

- Hold a good honours degree, with any management and leadership qualification an advantage
- Have qualified teacher status
- Have evidence of continuing professional development which prepares for this post
- Have experience of working at a senior level in a school which shares key characteristics with Derby Grammar School
- Demonstrate a range of interests and achievements.



## Terms and conditions

- The preferred starting date will be 28 August 2018, or earlier if possible.
- The starting salary is negotiable but will be attractive and commensurate with the importance of the position and the experience of the successful candidate. The salary will be reviewed annually.
- You will be part of the Teachers Pension Scheme
- A remission of 30% on appropriate age school fees will apply to children of the successful candidate.
- Housing is not provided. It is a condition of the appointment that the successful candidate lives within a reasonable travelling distance of the school premises. Reasonable re-location expenses will be met.
- The Head will be invited to become a member of key professional bodies such as the Society of Heads and ISA.
- A satisfactory medical examination will be required.

## How to apply

An application form can be accessed at: [www.derbygrammar.org](http://www.derbygrammar.org) or by calling Jenny Baldwin on 01332 523027.

A separate supporting letter should also be included, stating your motivation for applying and the detail of how you meet the required criteria as outlined in the person specification, addressed to Tim Wilson, Chair of Governors.

Applications can be emailed to: [marketing@derbygrammar.org](mailto:marketing@derbygrammar.org) or posted to:

Jenny Baldwin  
Head of Marketing and Development  
Derby Grammar School  
Rykneld Road  
Littleover  
Derby  
DE23 4BX

Closing date for applications: **22 September 2017**

## Interviews

Long list interviews will take place at School during week commencing 9 October.

Short list interviews will take place on 2 and 3 November.

## Appointment

It is anticipated that the Appointment will be made on or after 3 November 2017 with an anticipated start date at the beginning of Autumn term 2018, 28 August, or earlier if possible.



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**[derbygrammar.org](http://derbygrammar.org)**

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