

APPLICATION PACK FOR THE POST OF

HEAD

Beeston Hall School, Norfolk



7 to 13 years • Co-educational • Boarding & Day • IAPS



Required for September 2016

www.beestonhall.co.uk

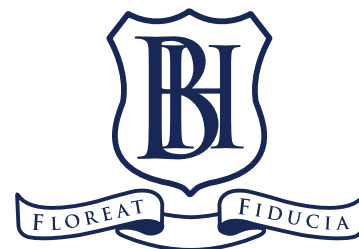
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Anthony Millard
CONSULTING

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The School

Beeston Hall is a happy and thriving co-educational boarding Preparatory School on the North Norfolk coast, with a very special family atmosphere and ethos. It currently enjoys a school roll of between 120 – 135 children, aged between 7 and 13. Founded in 1948 as a boys' boarding school it has been genuinely co-ed since 1979. Over the last twenty years, whilst other schools have closed or shed their boarding, Beeston Hall has maintained its niche as a full boarding / day Preparatory School which feeds some of the finest Public Schools in the country. The School offers full boarding, with most day pupils naturally converting to boarding prior to leaving for senior school. There are two or three exeats each term in addition to a half term.

The main building is a handsome Regency Hall set in over 30 acres of grounds. The School comprises of 14 specialist teaching rooms, Music, Design Technology and Art schools, an ICT suite, a Library with additional ICT facilities, a Sports Hall with stage, Science Labs, a dedicated Learning Support room, four pupil Common Rooms, a floodlit all weather surface with three tennis/netball courts, a full size Astro turf, a shooting range and an outdoor, heated, swimming pool. There are further development plans which the new Head will have the opportunity to review and influence. Beeston is well equipped to bring out the best in each child, while the low staff to pupil ratio ensures that children's strengths and weaknesses are equally addressed.

The school is a charitable trust run by a Board of Governors. The Head reports to the Governors and attends meetings of the full board and its sub-committees.

The Headship

The post becomes available following the decision of the current Headmaster, Mr. Robin Gainher, to seek a new challenge after seven years of considerable achievement at Beeston. The Governors (Chairman: Mr. David Marris) will be appointing a Head to continue the work of developing the School and maintaining the highest standards of prep. school education. This is only the fourth time this post has become available in the past thirty years, which reflects the sort of school Beeston is and the loyalty it commands.

It is expected that the successful applicant will be a graduate with experience of teaching the relevant age group. He/she is likely to have held a position of seniority and responsibility, to have had experience of management, and to display strong and visible leadership skills.

The Head is the School's chief executive and is responsible to the Governors for the development of the School and its smooth running, both in daily routine and special events. The Head is responsible for the recruitment, care and nurture of the pupils and for maintaining high standards, academic and disciplinary, within the school. The Head is expected to guide, inspire and encourage all staff and pupils to fulfil their potential. He plays a role in the Old Beestonian Association and also a new project for the school, The Beeston Foundation.

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The Pupils

The Head's first responsibility is the welfare of the pupils. This includes recruitment and the management of the admissions policy and entrance procedure. Two of Beeston's traditional strengths are that it draws primarily from all over East Anglia and that it occupies a niche position within the region in sending most of its leavers on to the leading senior independent boarding schools. The vast majority of pupils leave at 13+, sitting Common Entrance, scholarship or other exams to their senior schools. Whilst the school is in general non-selective and caters for pupils of all abilities, Beeston has an enviable reputation for the quality of its teaching, its high academic standards and the quality of its pastoral care.

The Head is responsible for planning and overseeing the implementation of an effective curriculum, timetable and organisation of the school day, and reviewing these as appropriate. The Head oversees the regular monitoring and recording of pupils' progress and ensures that parents are provided with regular and helpful reports. There is a need to keep abreast of current educational thinking, the requirements of senior schools at entrance and scholarship levels and the National Curriculum. An important part of the Head's role is proactive maintenance of good relations with senior schools and advising parents on suitable choices for their children.

The Head is responsible for ensuring that there is an appropriate balance between all areas of school life, and that activities that do not always lead to formal examinations, such as art, music, drama, sport and community involvement have their proper place within the life of the school. The Head should also maintain good relationships with the local community and schools, with professional bodies and former pupils.

The Head is responsible for overseeing the boarding provision and maintaining the highest possible standards of pastoral care. There is a need to ensure that appropriate systems of care are in operation in accordance with the statutory regulatory requirements.

The Staff

There are 20 full-time members of the teaching staff and a number of assistants and peripatetic music teachers. The Head is responsible to the Governors for the appointment of all teaching staff, giving attention to their support, guidance, assessment, in-service training and professional development.

The Head is responsible to the Governors for the financial management of the school with the assistance of the School's Business Manager, who is appointed by the Governors in consultation with the Head.

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The Parents

Whilst there is no formal PTA, three years ago the school in conjunction with the parent body established the "Friends of Beeston". This body has representation from a parent from each of the year groups and primarily raises money for school projects. The FoB Committee generally meets twice a term, hosts social activities and co-ordinates closely with the Head and Bursar.

There are invariably a number of current and recent past parents on the Board of Governors and Beeston has always benefited hugely from the support of the parent body. The Head ensures that parents are made to feel welcome at all times and that they are kept fully informed about school activities. To assist with this there is an excellent website — www.beestonhall.co.uk — which is regularly maintained and updated.

Remuneration

A competitive salary package, which includes private healthcare, will reflect the importance of this appointment. The Head will be expected to occupy the house provided within the School grounds. It is an attractive home, purpose built some twelve years ago, with five bedrooms and three bathrooms. Should a married candidate be chosen as Head and his/her spouse wishes to participate actively in the life of the school, this will be financially recognised.

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Person Specification

- Proven and successful experience in prep school/leadership either as an outstanding and high-flying deputy head or as an experienced head possessing flair and energy to take on a second post. It might also suit senior house staff committed to boarding
- The ability to be a collegiate and collaborative team-player capable when necessary of decisive management with an instinctive feel for the correct relationship between head and the board; a person capable of corporate insight and identity
- Confidence as a natural communicator who will command the interest and imagination of staff, pupils and parents. Someone who will spearhead marketing and public relations in all their facets
- A natural instinct for what is moral and inspiring
- Kindness and absolute integrity who will always put the needs of the pupils first
- Has the understanding of an able educationalist abreast of change with the capacity to inspire great learning and outcomes
- A senior teacher with a natural instinct for what is moral and inspiring
- A first class manager who clearly prioritises and has excellent time-management, conversant with latest ICT
- Business literate fully understanding that the school must be successful in a commercial context; a natural networker who can bring both institutions and key individuals into Beeston Hall's camp



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HOW TO APPLY

Closing date: Monday 23 November 2015

Candidates wishing to apply should:

- Visit the AMC website, clicking on the link 'Apply Now (for current vacancies)' and complete the online form
- Upload a CV and covering letter to complete the application process
- If you encounter difficulty with the online procedure, please contact: becky@anthonymillard.co.uk or telephone +44(0)203 4275414
- For an informal discussion about the post please contact Anthony Millard on +44 (0)7768 687052 or at anthony@anthonymillard.co.uk
- Applications will be acknowledged and then evaluated against the selection criteria
- The letter of application should contain the names, addresses, email addresses and telephone numbers of three referees to include your current and past direct line manager.
- Full references will be required for the short list interviews but will only be taken when AMC has received specific consent from candidates to do so.
- Short listed candidates will be required to bring original documentation, proof of identity and certificates with them to interview.

Anthony Millard Consulting

Anthony Millard Consulting was established in the summer of 2004 to provide the British education sector, both in the UK and internationally, with first class strategic and recruitment consultancy.

In addition to managing the search and selection of Heads, Bursars, Marketing and Development Directors advice is provided on governance, management structures, development planning, marketing / PR and fundraising.

Their clients range from nationally known independent schools to state comprehensive schools, from public and private companies involved in education. These clients are located globally and a list of them can be found on AMC's website.

Further information is available at www.anthonymillard.co.uk