



St **Dunstan's**
— College —

Junior School Deputy Head Pastoral
at
St Dunstan's College
Junior School

JOB DESCRIPTION & PERSON SPECIFICATION

Applications Close: 1200 Monday 09 February 2026

Longlist Interviews: Thursday 12 and Friday 13 February 2026

Shortlist Interviews: W/C 23 February 2026

Start Date: September 2026

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

JOB OVERVIEW

Job Title: Junior School Deputy Head Pastoral

Department: Junior School

Employment Type: Permanent, Full-time

Salary: Competitive

Start Date: September 2026

Responsible to: Head of Junior School

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

ABOUT THE DEPARTMENT

St Dunstan's College Junior School aims to inspire a true love of learning from the earliest stages by creating what we see as being the perfect balance between academic rigour, exploratory play and an individualised approach to learning. Our co-educational setting caters for children from Nursery to Year 6, with the majority of our pupils moving to our Senior School in Year 7, seeing our College as an ideal setting for their educational journey through to Sixth Form. We accommodate one Nursery form, two forms from Reception to Year 2 and three forms in Years 3-6.

With the move into a first-class, state of the art new Junior School building in April 2021, our facilities provide an environment in which our pupils can thrive; our building aligning with our forward-thinking and ambitious approach to education. Each classroom has its own outdoor learning space as well as dedicated spaces for our specialist lessons in art, music, computing and drama. We have both a Pre-Prep and Prep library and areas set apart for smaller group work, if needed. Our pupils also benefit from plenty of green space to play and particularly enjoy time spent in our Woodland Classroom.

The Junior School curriculum is designed to meet the needs of all our pupils and as such, they make excellent progress across every subject area. We achieve academic excellence through an engaging, broad and balanced curriculum. Our highly skilled teaching team thinks creatively about the delivery of lessons and taught skills ensure that our pupils are well-prepared to become responsible, global citizens where resilience, adaptability and international mindedness are interwoven. Whether additional support is required, or a particular strength identified, we ensure that all needs are catered for by shaping our curriculum around what is best for our pupils as individuals with their own learning style. Our core subjects are taught by our Form Teachers and specialist teachers deliver lessons in art, music, drama, computing, Stuart(PSHEE), languages (Spanish in Pre-Prep and French and Spanish in Prep), PE, swimming and games. We teach humanities and science through the International Primary Curriculum from Reception onwards and find this immersive, engaging and thematic approach to teaching geography, history and science leaves our pupils engrossed and engaged; they love to learn about the world around them and seek to contribute proactively to their community; local, national and international.

In the Junior School, our team is united in the view that our pupils are only able to achieve academic success when provided with a nurturing, safe and positive learning environment. We actively get to know our pupils as individuals, we care about their likes and dislikes, and it is the responsibility of every member of staff to support the pupils in our care. Our pupils feel appreciated and understood and we have an 'open door' policy with parents to ensure that we adopt an honest, open and transparent approach, working collaboratively to meet the needs of their child. Our College Wellness Centre provides a hub of wellbeing and pupil support, offering counselling, first aid and an additional safe space for pupils to use if needed. Many of our Junior School staff are Youth Mental Health First Aiders and pupil wellbeing is at the heart of our offering.

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

ABOUT THE DEPARTMENT

We pride ourselves on a busy calendar of events and see that our pupils thrive in this setting. From instrumental concerts, showcases, performances in prestigious venues in central London, thematic celebration days, residential trips, regular competitions, House events, to over forty workshops during the St Dunstan's Festival, no two days or weeks are the same. The opportunities available to our pupils are endless and whatever their skills, interests or talents, they are able to explore them further as they discover who they are and what they enjoy. As such, they develop their confidence performing to a wider audience and feel that they contribute positively to their community, having a lot of fun when doing so!

The College takes great pride in our co-curricular offering, the Forder Programme. The name is taken from our pioneering second Headmaster, the Reverend Forder, who believed passionately that schools should offer more to the education of young people than classroom learning. It was his belief that the pursuit of passions outside of the classroom would enable pupils to encounter a variety of experiences, each one an opportunity for personal growth and development. With around ninety different co-curricular activities and clubs taking place each week in the Junior School from Reception upwards, there certainly is something to suit every child, whatever their interests and with activities changing each term, the excitement when a new menu of activities is launched is infectious. Our pupils embrace the 'Albam Exorna' College motto wholeheartedly and we really do see the Junior School as providing the perfect setting for them to make their first, and very important, marks on the blank canvas of their St Dunstan's shield.

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

JOB DESCRIPTION

- The following list is not exhaustive but serves as an indication of what the role encompasses: To oversee all pastoral matters across the Junior School
- To demonstrate high levels of enthusiasm, work ethic and organisation as part of a cohesive Junior School Leadership Team, as well as engendering this culture within the pastoral team
- To work with the pastoral and SEND teams to ensure that our pastoral care and is ambitious and supportive for all
- To formulate and enact a clear strategic vision for the Junior School, through effective development planning, seeing innovation and change within a whole-Junior School capacity
- To monitor and respond to pastoral needs and concerns across all year groups, to ensure that the culture is one that promotes positive wellbeing and personal development
- To take responsibility for all aspects of the Junior School's safeguarding provision, acting as a Deputy Designated Safeguarding Lead (DDSL), liaising with the safeguarding team and external agencies to promote the welfare and wellbeing of all pupils
- To oversee the updating and sharing of pupil pastoral matters within the Junior School
- To take a lead role in the delivery and creation of continued professional learning opportunities relating to pastoral matters in the Junior School and within the whole-College
- To be a visible personality and presence within the Junior School, contributing towards and leading pastoral and co-curricular events throughout the year
- To market the Junior School effectively, sharing its vision and values to a range of stakeholders with clarity, enthusiasm and gravitas
- To line manage members of the pastoral and academic team, effectively monitoring and recording the development of staff progress and performance
- To remain knowledgeable about current educational matters, remaining proactive and innovative in shaping the Junior School pastoral and co-curricular provision
- To work with Heads of Section to oversee the behaviour and conduct of all Junior School pupils, promoting high standards and expectations
- To work with the Heads of House to deliver an engaging and aspirational House events programme
- To oversee the Junior School calendar of events, working with the Calendar Committee and Operations team to ensure the smooth operational running of events and trips
- To oversee the Junior School Forder Programme, ensuring that it is broad and ambitious and supports engagement from all sections of the school.

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

JOB DESCRIPTION

- To work with the Junior School Festival Coordinator to create a dynamic and enriching programme of events for the Junior School community
- To model and champion excellence across all teaching practice
- To develop a positive team morale through effective leadership, explaining and presenting decisions clearly and articulately to others
- To support and attend relevant College events, act and interact professionally, and in support of College values at all times
- To balance numerous responsibilities and tasks with good humour and first-rate efficiency and organisation, in such a way that both empowers and builds confidence
- To proactively shape and contribute towards whole College strategy through various meetings and forums
- To maintain appropriate and professional personal standards of dress and appearance
- To undertake supervisory duties as required, including weekly late duties
- To lead whole Junior School assemblies and oversee specialist events/presentations
- To assist in the recruitment of Junior School staff
- To oversee all pastoral development plans, ensuring that the strategic direction of the section is reflective of high levels of educational ambition
- To organise, analyse and report upon pupil data relating to pastoral matters
- To work closely with the whole College DSL to ensure consistency of approach in relation to pastoral care and safeguarding
- To coordinate events and resources to support parents with pastoral matters and ensure a joined-up approach between school and home
- To fulfil all additional responsibilities as required by the Head of Junior School

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

REQUIREMENTS OF THE ROLE

We are seeking to appoint a Deputy Head Pastoral to join the Junior School Leadership Team in our ambitious and forward-thinking Junior School setting. The position is suitable for an experienced leader and line manager, who will take responsibility for significant aspects of the progressive and aspirational life of the College. This is an exciting and varied role and is an ideal opportunity for anyone with a passion for supporting the personal development and wellbeing of children across the Junior School.

We are seeking a qualified and experienced practitioner to join a dynamic and able team. Candidates should be prepared to deliver a first-class pastoral and co-curricular programme and have a clear vision for outstanding pastoral care in all year groups across the Nursery to Year 6 setting. We are looking for a candidate who can demonstrate flexibility and adaptability, with a keen interest in an innovative and creative curriculum, along with a commitment to a 'pupils first' approach to learning.

JUNIOR SCHOOL DEPUTY HEAD PASTORAL

PERSON SPECIFICATION

THE FOLLOWING EXPERIENCE AND SKILLS ARE ESSENTIAL/DESIRABLE:	ESSENTIAL	DESIRABLE
A PGCE or equivalent qualification	X	
Further education or qualification in Education		X
Teaching experience in different Junior School year groups	X	
A 'pupils first' approach with an understanding of promoting positive wellbeing and personal development	X	
First rate administrator with a track-record of meeting deadlines effectively	X	
Interest in educational developments and a willingness to adopt new approaches	X	
Understanding and experience of holding an additional position of responsibility		X
A clear communicator and ability to remain positive in demeanour and manner	X	
Understanding of a fast-paced and competitive independent school setting		X
Experience of leadership within a pastoral context		X
Knowledge of ICT and understanding of virtual learning platforms		X
Open minded to change, new ideas and interpretations	X	



St Dunstan's College Senior School is proud to be part of St Dunstan's Education Group, bringing together likeminded schools in the delivery of a modern, pioneering education enriched through the diversity of a south-east London heritage and setting.



St Dunstan's College, Catford



St Christopher's The Hall, Beckenham



Rosemead Prep, Dulwich



St Dunstan's Junior School, Catford