



## Vita et Pax Preparatory School

### Job Description: Director of Education (Full or Part Time)

**School Type:** Independent Preparatory School (ages 2–11)

**Location:** North London

**Contract:** Term-time only (35 weeks)

**Start Date:** January 2026 or April 2026 (depending on availability)

**Salary:** £40,000–£50,000 (competitive, based on experience)

**Part-time arrangements will be considered**

We are seeking an experienced and strategic Director of Education to lead the academic direction of our small, ambitious prep school. This is a key leadership role focused on raising academic standards, improving teaching quality, and ensuring a rich and well-structured curriculum across EYFS, KS1, and KS2.

#### Key Responsibilities:

- Lead and shape the whole-school academic vision and curriculum strategy.
- Oversee teaching and learning standards across all year groups.
- Build a strong assessment, tracking, and data-led improvement culture.
- Elevate 11+ preparation and outcomes for selective schools.
- Support teachers through coaching, appraisal, lesson observation, and CPD planning.
- Work with subject leads to embed cross-curricular links and enrichment opportunities.
- Ensure a culture of high expectations, inclusion, and personalised learning.
- Oversee SEND and differentiation approaches in line with best practice.
- Line-manage teaching staff with clarity, professional accountability, and support.
- Support inspection readiness and school improvement priorities.
- Work with Admissions to support academic suitability and screening processes.
- Communicate the academic vision clearly to staff, parents, and governors.



## Person Specification:

- Strong leadership experience in prep or independent school settings.
- Clear understanding of EYFS, KS1, KS2, and the 11+ landscape.
- Proven ability to raise attainment and drive high educational standards.
- Confident in curriculum design, assessment systems, and academic innovation.
- Skilled in developing teachers and building empowered teams.
- Strong communicator and strategic thinker, capable of inspiring trust and confidence.
- Organised, professional, and aligned with the ethos of a values-driven school.

## We Offer:

- A chance to make a meaningful, lasting academic impact.
- Supportive leadership and Governing Body.
- A close-knit school community with strong values and aspirations.
- Flexibility for the right candidate, including part-time options.

## About Us

Vita et Pax Preparatory School is a small, nurturing independent school in North London, dedicated to delivering a holistic, child-centred education. With a focus on academic achievement, pastoral care, and character development, we provide a warm and inclusive environment for children aged 2–11. Our school community thrives on strong relationships, small class sizes, and a rich, values-led curriculum.

## Safeguarding Statement

Vita et Pax Preparatory School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment. All appointments are subject to:

- Reference checks with previous employers
- Online background screening
- An enhanced Disclosure and Barring Service (DBS) check

## How to Apply

Please send your CV and a brief covering email to [jobs@vitaetpax.co.uk](mailto:jobs@vitaetpax.co.uk). Interviews will be scheduled on a rolling basis.