



SHEBBEAR COLLEGE

Head of Prep

To start: September 2024

Shebbear College is seeking a dynamic Head of Prep to lead our Prep School through the next exciting phase of our school's journey. The successful candidate needs to have the experience and energy to enthuse and instil confidence in their team of staff, pupils and parents about the opportunities a Shebbear education can provide.

The Head of Prep works as part of the College's Senior Leadership Team and will take on appropriate whole school responsibility alongside leading the Prep School. Accommodation on the College site may be available in order to support the better fulfilment of the role.

Shebbear College is a small independent day and boarding school of around 300 pupils, for boys and girls aged from 4 – 18. Set in 85-acres of countryside between Dartmoor and Exmoor, it is an idyllic location in which to work. Class sizes are smaller than average throughout the school and we pride ourselves on knowing every pupil as an individual, recognising their potential and helping them to achieve their best, whatever that may be. This is what makes us special and stands us apart from other schools.

BENEFITS OF SERVICE

- Working in a small friendly school in a stunning rural location
- A competitive salary will be dependent on qualifications, skills and experience
- Accommodation may be available
- Longer holidays than the maintained sector
- Free lunch and refreshments during term-time
- Health & Wellbeing Centre on site during term time
- Free use of the college facilities such as gymnasium

APPLICATION PROCESS

All applicants must complete the Shebbear College Application Form and Equal Opportunities Form. These forms are available on the School website (please ensure that your referees include your current or most recent employer and we do not accept CVs).

The completed Application Form along with a covering letter (one side of A4) and Equal Opportunities Form should be sent via email (preferably) to the HR Department

hr@shebbearcollege.co.uk or by post to:

Private and confidential

Human Resources
Shebbear College
Shebbear
Devon
EX21 5HJ

Further details about the College, application form, Job Description and Person Specification are available at www.shebbearcollege.co.uk/jobs

No agencies please.

Deadline for applications: Friday 3rd May 2024 at 9am

Initial interviews: Week commencing 6th May 2024

Early applications are encouraged and Shebbear College reserves the right to close the recruitment process earlier than advertised, should a high volume of suitable applications be received.

PLEASE NOTE: Shebbear College is committed to safeguarding and promoting the welfare of children, young adults and expects all staff to share this commitment including regular training attendance.

The successful applicant will be offered the post subject to receipt of satisfactory written references, proof of appropriate qualifications, Health questionnaire, a check of online search engines and websites of publicly available information that does not identify the applicant as potentially unsuitable to work within a school setting, proof of identity, a satisfactory Enhanced Disclosure from the Disclosure and Barring Service, an overseas police check if required and confirmation of the right to work in the UK. Please refer to the Recruitment Selection and Disclosures Policy and Procedure on the school website.