



RUGBY SCHOOL NIGERIA

BACKGROUND

The Rugby School Group's third international sister school opens in Lagos in September 2025. Rugby School Nigeria will be a day school for 1,600 students aged 11 to 18 located on a spectacular campus at Eko Atlantic in the heart of one of the world's most exciting cities. It will offer the full Rugby experience focusing upon the development of the whole person. Students will follow the Rugby curriculum, leading to IGCSE and A-level studies, which will provide students with access to the world's leading universities.

The school aims to synthesize the renowned British education system with diverse Nigerian and African culture, creating a welcoming and transformative learning environment for students.

Rugby School Nigeria

Rugby School Nigeria will open at its Eko Atlantic campus in September 2025 with its first LXX (Lower Sixth, Year 12) year group. It will offer Rugby's academic and co-curricular programmes, including its pastoral structure and a wide range of co-curricular activities to support and enhance students' academic achievements, enabling them to thrive educationally.

Students at Rugby School Nigeria will participate in *Rugby Global*, Rugby's enrichment programme.



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Role Description

Job Title: Head of Upper School (Sixth Form)

Reporting To: Deputy Principal (Academic) & Principal

Job Purpose:

The post holder, in addition to his/her teaching commitment is responsible for the development and administration of the academic performance and enrichment of pupils in the Upper School (Sixth Form).

Some delegation of this responsibility is, of course, desirable, and some administrative support is available.

Duties and Responsibilities:**Academic:**

- Has an overview of each pupil's academic programme in the Upper School, ensuring that choices are stretching, broad and appropriate for a future course in Higher Education.
- Responsible for developing the educational provision in the Upper School.
- Responsible for innovative work done in curriculum development.
- Monitors the development of the enrichment work undertaken by academic departments and societies, to foster a culture of independence of mind, thought and learning.
- Liaises with the Keeper of the Scholars with respect to the programme for the Upper School.
- Co-ordinates - in association with the Deputy Head (Academic) - the approach to work in the Upper School and is responsible for individual advice to Upper School pupils in particular need.
- Responsible for monitoring the academic progress of the Upper School and for measures to supervise pupils whose record of work is unsatisfactory. This is done in co-operation with the Deputy Principal (Administration) and the students' Hm and Tutor.
- In consultation with the Deputy Principal (Academic), he/she may advise Heads of Departments about standards and levels of work in the Upper School.
- Provides guidance for tutors on individual pupils and induction of tutors generally on matters relating to the Upper School.
- Liaise with the Deputy Principal (Academic) over Upper School curriculum advice to the Principal. He/she meets and advises prospective parents of Upper School entrants.
- He/she works with the Admissions Registrar and other senior colleagues on issues relating to admissions to the School, particularly into the Upper School.

- He/ she contributes to the induction of new staff through observing lessons, book study and meetings.
- He/ she contributes to the monitoring of academic departments and appraisal of staff through lesson observations, book study and meetings.
- Will mentor and coach some HoDs.
- Plays an active role in shaping whole-school policy through membership of Academic Committee, Data and Tracking Group, HoFs and HoDs.

Events

- Encourages the organisation of special events for Upper School as a whole.
- Oversees the Principal's Lectures series, with support from other staff.
- Responsible for School Levée (Prefects), including training, monitoring the pupil councils, and organising Levée Coffee.

Responsibilities

- He/She oversees the A-Level programme.
- He/she oversees the EPQ for A Level students.

And in the first year of the school's operation:

- He/She oversees the PSHCE curriculum for the Upper School and ensures it is delivered to a high standard by tutors and external speakers
- He/She oversees HE and Careers advice to the Upper School and coordinates the support for students

N.B. The job description must be viewed as a flexible document to be developed in line with the emerging needs and priorities of the School, and by negotiation and agreement with the Principal.



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PERSON SPECIFICATION

The selection of candidates for short-listing will be based on this specification.

Job Title: Head of Upper School

ATTRIBUTES	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Graduate, PGCE, Subject teacher	
SKILLS & EXPERIENCE	A teacher with an enthusiasm for teaching within the framework of an independent co-educational boarding school with a passion for and an experience of curriculum innovation. Experience as a subject teacher; wider responsibilities within a school; experience organising events, managing others.	
PERSONAL QUALITIES	Creativity, flair and vision will be highly valued and a willingness to contribute to the co-curricular programme is essential. Other valued attributes include the ability to work under pressure, contribute new ideas, work well in a team and manage those in middle leadership positions. Team player. Self-motivated. Leadership qualities. Open communication skills.	A genuine interest in Nigerian culture in all its diversity. Resilience, flexibility and adaptability, as the first person in this role, as the school develops.