

Now Recruiting



Stamford High School

Deputy Head Pastoral

#greatplacetowork



Stamford
Endowed
Schools

independent schools for independent minds

"I love the idea of preparing our students from the school room to the board room in the 21st century, whether that boardroom is in a rainforest in Brazil or an office in The City or for a charity in India. Just as we have a big responsibility, so will they. I want them not just to be content to live in the world but to change it." *Principal, Will Phelan*

83%
OF A LEVEL
RESULTS
AT GRADES
A*-C

300
TEACHING AND
TEACHING SUPPORT STAFF

673

STUDENT ATTENDANCES
AT MUSIC ACTIVITIES A WEEK

46
MUSIC CLUBS
RUNNING EACH WEEK

262
SPORTS
TEAMS

360+
CO-CURRICULAR ACTIVITIES
OFFERED THROUGHOUT THE YEAR

1:10

PERFORMANCES
80 A YEAR

500+

STAFF WORKING ACROSS
ALL THREE SCHOOLS

ILIC

INDEPENDENT LEARNING
& INTELLECTUAL CURIOSITY

27 A-LEVEL SUBJECTS
TO CHOOSE FROM

114
SPORTS
CLUBS

Welcome to the Stamford Endowed Schools



Our unique team provides opportunities, experiences, influences and support that ignite fires within our pupils and encourages the spirit to succeed.



Commitment, care, enthusiasm and integrity underpin every aspect of life at the Stamford Endowed Schools. Our children are educated in an environment where learning is regarded as a privilege and key to unlocking all of life's possibilities.

Our teachers dedicate themselves to inspiring intellectual curiosity in the students in evermore innovative ways, whilst promoting and protecting the wellbeing of the children in their care.

As a community our Schools work in harmony, blending students of different backgrounds and broadening their horizons with the many opportunities available in and beyond the classroom. As a result, the students are equipped not only with exceptional examination results, but a wide range of experiences which prepare them for whatever path they choose in life.

Will Phelan, Principal

Introducing the Head



Established in 1877, Stamford High School has been educating girls for over 140 years and has moved from a stereotypical “girls school” to a modern educational establishment.



Mrs Vicky Buckman
Head of Stamford High School

At Stamford High School we believe that anything is possible; we want our girls to be enthusiastic, hard-working, determined and ready to get involved with everything we offer. We encourage them to think independently, to take ownership of their learning and to aspire to be the very best they can be. Within a sound framework of pastoral care and development, our girls know that they have the skills and attributes to face the future with confidence.

The Role



The Principal and Head of Stamford High School are seeking to appoint a Deputy Head (Pastoral) of Stamford High School on the retirement of the current post holder following many years of distinguished service.

This is a unique opportunity to be part of an enthusiastic and dynamic Senior Leadership Team which leads the High School and, for the right candidate, offering the opportunity to lead and manage aspects of School life across all three of the Stamford Endowed Schools; the present post holder plays a key role in the cross-school Well-being Group.

The post requires an inspiring practitioner with a keen interest in the all-round development of young people who is happy as part of a team but willing to take the lead as necessary. The School has a small, but growing, boarding community (about 10% of the girls board as either weekly or full boarders) and an interest in, and enthusiasm for, the role of boarding in education is desirable.



Senior Leadership



There are seven members of the current Senior Leadership Team (SLT), including the Head, each of whom have distinctive roles but work as a team to formulate the strategic direction of the School. The SLT consists of the Head, Senior Deputy, Deputy Head Pastoral, Deputy Head Academic, Head of Sixth Form and the Assistant Head (Teaching and Learning). There are two SLT meetings a week – one for operational issues, the second devoted to strategy. SLT members also arrange regular meetings with other managers in the school, for example, the Heads of Year or the Heads of Department they line manage. SLT members are expected to liaise, and work closely, with their “opposite numbers” in the other Schools, to represent SHS on a variety of SES committees and to share good practice. Each member of the SLT has access to administrative support. Each SLT member oversees a budget e.g. departments or activities and is expected to be conversant with the principal of “best value”.

In particular, the Deputy Head Pastoral manages, amongst other things, the Welfare budget, oversees the provision of counselling services and manages Safeguarding training.

The Stamford Endowed Schools’ Senior Executive Team (SET) consists of the Principal, the three SES Heads, the Bursar and the Head of External Relations. The Head is responsible for keeping the SHS SLT, and thus the School, in line with SES policy and strategy. The Deputy Head Pastoral sits on the Pastoral SET committee and prepares papers for Governors as required.

In addition to their leadership roles, SLT members are expected to play a full part in the life of the School by teaching a reduced timetable (of any subject), being involved with sport or other activities, and to support School events such as concerts, plays and fixtures.

Pastoral Philosophy



The School places a strong emphasis on ensuring students exceed potential in all aspects of school life and acquire all the necessary life skills to make sure that happens. The aim is to encourage resilience, thus equipping them to deal more effectively with the challenges they may face. Guidance, encouragement and mentoring are all supplied, as needed, in a supportive environment; happy students will be able to access all that the school has to offer and therefore there is a strong emphasis on ensuring the wellbeing of the students.

The school community is diverse with students joining from the Junior School, local primary and prep schools. Much work is done to ensure the

School knows and understands each individual before they join. Today’s young people grow up in a busy and judgemental world and some find it hard to navigate teenage years; the School strives to prepare them for what lies ahead via tutor time activities, PSHE and specialist talks. The School firmly believes that successful pastoral care is a partnership between school and parents so timely communication with, and support for, parents is also a priority.

The school recognises the importance of staff wellbeing and has introduced several initiatives, in conjunction with the Wellbeing group, to support its workforce.

Job Description



The following represents a broad outline of the responsibilities of the Deputy Head Pastoral would cover but is by no means exhaustive and the successful candidate would be expected, and actively encouraged, to look critically at all areas of the job and bring their own experience, ideas and expertise to the role. The successful candidate will

PASTORAL

- Be responsible to the Head for the provision of an outstanding pastoral support for all students, deciding pastoral strategy and overseeing all staff with pastoral roles
- Act as the School's Designated Safeguarding Lead and manage the safeguarding of students throughout the school and in conjunction with the DSLs of the other schools.
- Be responsible for the monitoring and dissemination of information about safeguarding, liaising with external agencies as appropriate.
- Oversee the work of the Assistant Head Pastoral (a new post for September 2020) and work with him/her to provide energetic, dynamic and purposeful pastoral leadership of the staff and students
- Direct and manage the pastoral structure of the School so all students are supported and celebrated
- Act as a mentor and role model for colleagues
- Overseeing the collation and submission of safeguarding information to the Governors and meeting regularly with the Safeguarding Governor.
- In conjunction with the HR department ensure that all new and current staff receive appropriate safeguarding training on an ongoing basis.
- Taking responsibility for the induction of new staff and the mentoring of PGCE students and NQTs
- Work in conjunction with the Lead Nurse to monitor the work of the SHS nurses and medical provision in the School.
- In conjunction with the Senior Deputy, ensuring that INSET days are used appropriately to train and develop staff
- Taking responsibility for the pastoral sections of the ISI Self Evaluation Form (SEF) and helping to ensure the school remains Inspection-ready
- Assisting with the recruitment of staff and students

MANAGEMENT AND ADMINISTRATION

The Deputy Head Pastoral attends several management and committee meetings, leads the Heads of Year and will be asked to lead working parties from time to time. In addition, he/she will be responsible for:

- Playing a key part in ensuring staff and student welfare remains a top priority
- Overseeing structure, content and delivery of the Personal and Social Development curriculum, keeping abreast of national developments and requirements and ensuring that teaching colleagues have an awareness of developments
- Identifying the needs of students causing significant pastoral or behavioural concern and advising or acting, as appropriate
- Acting as a SLT link to a small group of academic departments
- Assisting with the management of teaching staff Appraisal, probation processes, capability and disciplinary proceedings as required
- Overseeing the Counselling service, monitoring its use and effectiveness
- Undertaking regular "Learning Walks"
- Promoting and marketing the School as required
- Engaging with the School's budget and helping to shape priorities

Candidate Specification



This post would suit someone with existing Senior Leadership Team experience looking to further their areas of responsibility or someone with suitable pastoral and “whole school” experience looking to move into Senior Leadership for the first time. It is likely the successful candidate would be looking to move to Headship in the future. Although SHS is a girls’ school, Senior Leaders work with their opposite numbers from the other two schools and oversee the management of a mixed Sixth Form, so an understanding of co-education is desirable.

ESSENTIAL

- Degree level qualification
- A genuine interest in the education of young people
- Interest in educational research and keeping up to date with current developments and ideas
- Experience of a middle leadership role
- Experience of leading or being part of whole school initiatives and change management
- Experience of making difficult decisions and having difficult conversations
- Excellent interpersonal skills and ability to appeal to all stakeholders in a school
- Flexibility for dealing with the dynamics of a school and the changing nature of education
- Resilience to deal with the complexity and intensity of the issues that arise in school
- Ability to think strategically to lead the development of structures and systems to meet the needs of the role
- Excellent time-management skills
- A team player but single-minded as necessary
- IT literate and good working knowledge of school databases
- Willingness to be involved in the extra-curricular life of the School.
- Inspirational practitioner in any subject

DESIRABLE

- A post graduate management qualification or evidence of further study
- Safeguarding training or experience and appreciation of safer recruitment
- Experience of a co-educational school
- Experience of managing budgets
- Experience in marketing a school and playing a role in the admissions process
- Good working knowledge of IT
- Knowledge and understanding of Inspection
- Ambition to develop and move to headship in time

A Great Place to Work and Live



AN HISTORIC LOCATION

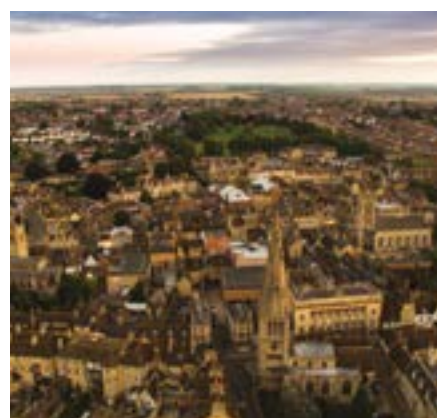
Stamford is an exquisite, historical market town which was recently voted by The Sunday Times as 'The Best Place to Live in Britain'. It nestles quietly in the countryside on the border of Rutland, Lincolnshire, Cambridgeshire and Northamptonshire and close to landmarks such as Rutland Water and Burghley House.

OUR SCHOOLS

The Schools are a part of the great heritage of Stamford living and a symbol of its vibrancy and evolution. The Schools have been established in Stamford since 1532, undergoing many changes but consistently providing a first-class education.

Today the Schools remain interwoven with Stamford life, to which are students, teachers, parents and staff contribute greatly. At Stamford we have one simple and overriding aim, that is to inspire our students and light fires within them.

The schools educate 1650 pupils at the co-educational Stamford Junior School for children aged 2-11, Stamford High School for girls aged 11-18, and Stamford School for boys aged 11-18. There is also a sixth form which teaches boys and girls together across the two senior schools. Stamfordians leave here poised for success in the real world - quietly confident, kind, positive, hardworking, unassuming and resilient. We are independent schools nurturing independent minds.



The Benefits



SUBSIDISED FAMILY
MEMBERSHIP
TO SES SPORTS CENTRE

ACCESS TO
**PENSION
SCHEME**

SUPPORT
FOR EMPLOYEE
PERSONAL AND CAREER
DEVELOPMENT AND CPD

ACCESS TO A
CONFIDENTIAL
**EMPLOYEE
ASSISTANCE**
PROGRAMME

COMMITMENT TO
STAFF WELLBEING
WITH DEDICATED WELLBEING
GROUP AND INITIATIVES
TO SUPPORT STAFF

A DEVELOPING STAFF

**SOCIAL
SCENE**

SCHOOL FEES REMISSION ARRANGEMENTS

The Application



Candidates should apply via the School's website
www.stamfordschools.org.uk/about-stamford/vacancies/

The selection process will consist of two stages over two separate days with long listed candidates being invited for interview on and second round shortlisted candidates attending the following week.

Candidates wishing to find out more about the post, the school and the area are invited to talk informally to the Head; a mutually convenient time can be arranged by calling the Head's PA on 01780 484241.

Closing date for applications is **Friday 24 January 2020 at 12 noon.**
Longlisted candidates will be contacted on **Monday 27 January 2020.**

Stamford High School



ROUNDED AND GROUNDED

Established in 1877, Stamford High School has been educating girls for over 140 years and has moved from a stereotypical “girls school” to a modern educational establishment providing opportunities for girls to grow academically whilst acquiring and developing the skills necessary to go into the world with confidence. At the beginning of the 21st century, it came together with the boys’ school, Stamford School, and Stamford Junior School, to form a “diamond structure” as the Stamford Endowed Schools (SES). The individual schools, whilst in many respects autonomous, see themselves as part of a much bigger organisation which allows for the sharing of expertise, resources and facilities and provide families with “one School” for their children, regardless of age or gender. The School remains true to its founding principles of single sex education; girls and boys remain in their individual senior schools from ages 11 to 18 but the Sixth Form is co-educational with students attending lessons at both school sites. In addition, many extracurricular activities such as Music, Drama, CCF and the Duke of Edinburgh’s

Award are co-educational and it is envisaged that this type of collaboration will continue to increase. The Head, Vicky Buckman, has been in post since 2015 and is passionate about the outcomes for young people. An advocate of the research and ideas of Carol Dweck and “growth mindset”, students are encouraged to believe that “anything is possible” if they work hard and take advantage of all the opportunities offered. The School has links with the High Performance Learning network and the HPL philosophy is increasingly obvious in the classroom. The staff are committed and hard-working and expectations are high; the School prides itself on producing well-rounded, resilient, down-to-earth young people; ready to take on the world. The schools have a bursarial fund and a number of students are in receipt of bursaries or scholarships; this means the Schools are both inclusive and socially diverse. The School has a small, but growing, boarding community (about 10% of the girls board as either weekly or full boarders) and an interest in, and enthusiasm for, the role of boarding in education is desirable.

PASTORAL CARE

Children of families from all walks of life have the opportunity to gain a place at our Schools and the surrounding community enjoys and benefits from the presence, activities and facilities of the Schools. Our pastoral programme is given the highest priority, as we know that happy, cared-for children are most likely to thrive. There are many structures in place to ensure that the welfare of every child at our School is safeguarded and that their progress

is monitored carefully. Form Tutors develop good relationships with each member of their set and are quickly able to identify problems. The house system mixes girls across the School, providing the younger girls with good role models and creating within the older girls a sense of responsibility. Student mentors support the younger girls and are willing to discuss any issues they might have.

Stamford was named the ‘Best Place to Live in Britain’
in the Sunday Times.

Additional Information



Further details can be found on the School's website,
www.stamfordschools.org.uk

Boarding is a thriving part of SES. Single accommodation may be available to suitable candidates willing to make a contribution to this important area of school life.

We offer a wide range of extra curricular activities and would require the successful candidate to make a regular commitment to leading and supporting an activity or sport.

INDUCTION AND PROFESSIONAL DEVELOPMENT

There is a sharp focus on the professional needs of the teaching staff and coaches. The Schools have a generous INSET budget and teachers/coaches are encouraged to extend their professional development through the attendance of courses. There is an effective Professional Review system.

CONTACT US

Further details can be found on the School's website www.stamfordschools.org.uk. Any queries related to this vacancy can be directed to the HR Office on 01780 484267/273.

SAFEGUARDING

The Stamford Endowed Schools are actively committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).



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