



THE KING'S SCHOOL
CHESTER

ASSISTANT HEAD PASTORAL



Discovering the *world*



Igniting *curiosity*



Seizing *opportunity*



Becoming *exceptional*

EVERY OPPORTUNITY. ENDLESS POSSIBILITIES.



Assistant Head Pastoral



THE KING'S SCHOOL

King's is an academically selective, co-educational independent school originally founded in 1541 for the 'poor and friendless' children of Chester. Almost 500 years later, King's is a thriving, dynamic and forward-thinking school of 1100 pupils that is considered to be one of the very best of its kind in the country.

At King's we aim to make the very most of every individual student in the school, both academically as a selective school with a great tradition of scholarship, but also in terms of character development, confidence and wellbeing. This is achieved by a broad curriculum, extensive co-curricular programme, excellent pastoral care and highly committed and professional staff. We want our pupils to remember their time at school with real fondness whilst relishing the prospect of successfully making their mark on the world and leaving it a better place.

The school enjoys a spacious and well-resourced site on the southern outskirts of Chester, having moved from a city centre location in 1960. Our new, state-of-the-art infant school, Willow Lodge, was built 4 years ago with the Junior School being impressively extended a year beforehand. A major site development plan is in progress for the Senior School, with a new £5 million Sports Centre which opened last year. The school retains close links with Chester Cathedral, where it holds regular services, including a traditional Service of Nine Lessons and Carols at Christmas.

King's comprises the Senior School (ages 11-18), the Junior School (ages 7-11) and the Infant School (Willow Lodge, ages 3-7). There are currently 774 pupils in the Senior School (223 in the Sixth Form), 220 pupils in the Junior School and 114 in the Infants, supported by almost 250 staff (teaching and support). In 2020, 30% of GCSE results were grade 9, with 52% at 9/8 and 91% 9/6. An incredible 70% of grades at A level were A*/A and overall, 93% of grades were at A*/B. There are over 100 activities and clubs in the Senior School for students to choose from on a weekly basis. The major sports are football, hockey, cricket and rowing for boys and netball, hockey and rowing for girls. Drama, music and the CCF are also all particularly strong.



Assistant Head Pastoral



THE POSITION

The Assistant Head Pastoral's main role is to work with the Deputy Head Pastoral (DHP) to promote the welfare and wellbeing of all pupils in the Senior School, in line with the strategic objective of 'every student known valued and cared for'. More specifically, the Assistant Head Pastoral has responsibility for all operational aspects of the Senior School house system, leads on issues of discipline and anti-bullying procedures and has oversight of diversity and inclusion (both in the Senior School). The role reports directly to the Deputy Head Pastoral.

KEY RESPONSIBILITIES & ACCOUNTABILITIES

- To work closely with the DHP and relevant staff to ensure excellent pupil conduct, behavioural standards and appearance in the Senior School
- To assist in the implementation of all aspects of the Behaviour Policy, particularly discipline issues and the issuing of sanctions following investigation where necessary, and lead on the school's praise system
- To line-manage of the Heads of Houses and chair Heads of House meetings
- To manage pastoral issues raised above Heads of Houses (in collaboration with the DPH)
- To be Deputy Designated Safeguarding Lead (DSL) for the Senior School and support the DHP in working with external agencies for looked after children



Assistant Head Pastoral

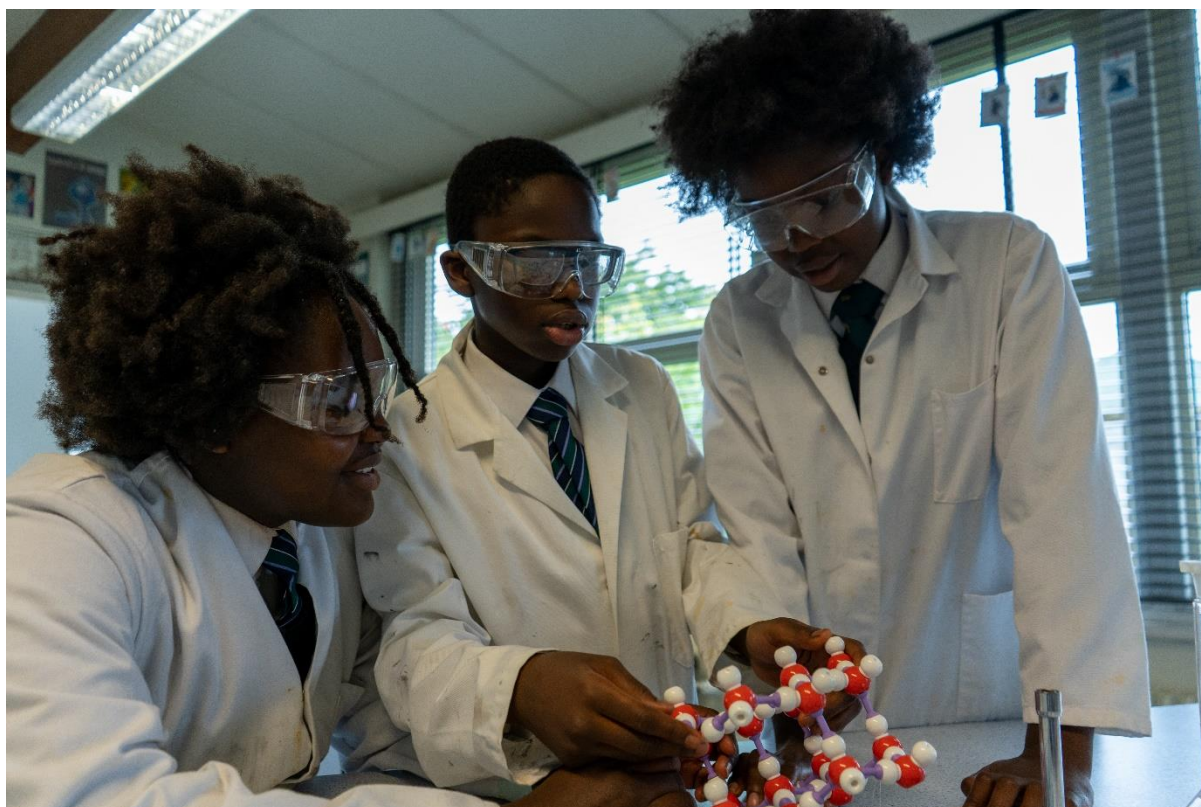
- To lead on anti-bullying procedures with responsibility for the Anti-Bullying Policy
- To maintain records on the pastoral monitoring of students and support the Deputy Head Pastoral in the production of pastoral data for termly review at SLT
- To work closely with the Deputy Head Operations to ensure effective communication of relevant information to pupils via tutors
- To co-ordinate the termly assembly programme
- To co-ordinate the termly programme of tutor time activities, ensuring it complements the school's values, PSHE programme and current priorities as determined by the whole school pastoral development group and online safety group
- To provide oversight and co-ordination of the house activity and competitions programme in liaison with the Deputy Head Operations
- To lead on the organization of the Fifths leavers' event in the Summer Term
- To line manage the Diversity and Inclusion Co-ordinator and have SLT oversight of this area
- To be a member of the Senior Leadership Team, Pastoral Board, Pastoral Development Group and Safeguarding Group (across all three schools)
- To allocate and determine House tutor teams in liaison with the Director of Studies
- To lead on monitoring student attendance in close liaison with the Heads of House
- To work closely with the DHP in providing specific support to bursary students as necessary
- To have oversight of all forms of Pupil Voice, including the facilitation and support of the School Council, gaining feedback as appropriate to support decision making and policy
- To lead on the induction of students who join the school at non-standard entry points

Please note that there is likely to be some adjustment of specific responsibilities within the role to suit the strengths of the successful candidate. A degree of flexibility in terms of exact responsibilities and accountabilities would be desirable.



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KNOWLEDGE / SKILLS / ABILITIES

- Energetic and motivational management style
- Ability to lead and work effectively as part of a team
- Resilient, persevering and positive at all times
- Excellent organizational and administrative skills
- Strong communication skills and ability to deal sensitively with staff, parents and students
- A broad knowledge of emotional and social development of children
- Level 3 Working Together to Safeguard Children training to be updated every 2 years

REMUNERATION

The Assistant Head Pastoral will have a 15 period per cycle timetable reduction and be placed at an appropriate level on the King's Leadership pay scale.

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Assistant Head Pastoral



APPLICATION PROCESS

Candidates for this post should complete the application form via the TES website by 8am Wednesday 22nd September. A curriculum vitae will **not** be accepted in place of the completed application form.

Interviews will be held week commencing 4th October.

The current post holder, Claire Sumner, is available to discuss the school and role informally with prospective candidates. She can be contacted via cls@kingschester.co.uk

The King's School is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. All offers of employment are required to undertake screening relevant to the post, including checks with past employers and the Enhanced DBS check. In line with our commitments to safeguarding, the King's School uses preferred agencies and is unable to work with any agencies where Terms of Business have not been agreed by both parties prior to an engagement.