



King Edward's

WITLEY

Appointment of a
Senior Deputy Head



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Welcome from the Head

I am delighted that you are considering applying for the role of Senior Deputy Head at King Edward's.

This is an exciting time not only to join King Edward's, but also to become part of the Bridewell Royal Hospital family of schools as there will be opportunity to contribute to the growth of this royal, ancient and religious foundation as well as the on-going success of King Edward's.

I consider it a great privilege to serve as Head of King Edward's. This unique and extraordinary school cherishes its deep historical roots and engaging connection with the City of London; we look ahead to its future with hope and resilience, and value our charitable foundation. We are looking for someone to join our team and work alongside us as we stay true to our mission in a way that is relevant for today.

Following David Corran's announcement of his retirement at the end of this academic year, we seek an exceptional Senior Deputy Head to start in September 2026. Building on the authentic and deeply-embedded pastoral work led by David, we are seeking someone who will lead the School into the next phase of development, whose skills and experience equip them well to work at pace with committed and caring staff. We are not looking for a specialist of a particular subject as much as someone whose love of learning, and of working with young people motivates them and drives them to be ambitious for the community.

The Senior Deputy Head reports to the Head and is responsible for the smooth running of the School and the day-to day management of the School's Senior teams. If you are interested in applying then I am sure that you will demonstrate a commitment to holistic education and values-led leadership. You will require stamina, drive, clear thinking, diplomacy, compassion and good humour - just to work with me! The rest will be easy.

I hope that you will decide that you wish to apply and look forward to learning about your significant experience in successful leadership at senior level, your ability to inspire and lead others, as well as support me in carrying out my dual role as Head of King Edward's and Principal of Bridewell Royal Hospital.

I look forward to hearing from you,

Mrs Joanna Wright



Executive summary

This is an exceptional opportunity for a new Senior Deputy Head to join a flourishing co-educational boarding and day school, set on an attractive 100-acre campus in Witley, Surrey.

The Senior Deputy Head is a member of the Senior Management Team, working alongside the Chief Finance and Operating Officer, Deputy Head Academic, Deputy Head Co-Curricular, Director of Safeguarding and Director of IT to support the Head and to lead in the effective day-to-day running of the School to ensure the best outcomes for all pupils.

The successful candidate will deputise for the Head of King Edward's Witley who is also the Principal of Bridewell Royal Hospital. They will be responsible for the day-to-day management of the School's Leadership team and has specific responsibility for the leadership of pastoral care, behaviour and discipline. They will contribute to the shaping of strategy and the school development plan and will be responsible for driving it forwards as directed by the Head.

This is a multi-faceted role that requires an exceptional individual who has significant skills and relevant, demonstrable experience in senior school leadership. It is expected that they will be wholly committed to the foundation, ethos and success of the School. It is also expected to be a residential role in order for the postholder to engage fully with the boarding life of the School, and to attend evening and weekend events as appropriate.

This appointment is critical for the continuing growth of the School, at an exciting moment following significant investment into new buildings, with growing pupil numbers and clear evidence of development in all areas of School life. In recent years the pupil roll has risen significantly, and the Senior Deputy Head will help King Edwards' visibility and distinctiveness in a competitive market, ensuring our co-educational identity is clearly understood.

The successful candidate will teach and be able to:

- inspire and motivate pupils to achieve and develop their full potential
- work with Heads of Department to deliver effective, engaging and interesting subject teaching
- support the School's expectation of excellent educational provision, safeguarding and promote the welfare of children

All full-time staff also play a part in the co-curricular and pastoral life of the School according to their skills and aptitude: at King Edward's a very wide range of sports, arts, community and other activities is offered, in the afternoons and on Saturday mornings. Although there are no lessons on Saturday mornings, the weekend programme is a busy one and all teaching staff should expect to participate in one way or another.



King Edward's – yesterday, today, tomorrow

As one of the longest-standing co-educational schools in the country and one of only two remaining Royal Hospitals from Tudor times, King Edward's Witley has a rich history of providing an education which is holistic, inclusive and progressive.

YESTERDAY

Nicholas Ridley, Bishop of London, convinced the boy King Edward VI to grant his palace at Bridewell on the banks of the Thames to the Lord Mayor of London, so creating the parent foundation – Bridewell Royal Hospital – as a place for the training and education of poor children in 1553. In 1860, the new charity scheme for Bridewell Royal Hospital was created and the House of Occupations was renamed King Edward's School admitting boys and girls from aged 10.

The pupils from King Edward's Boys' School moved to its current site in Witley in 1867 and the School now occupies around 100 acres of stunning Surrey countryside. The School marked the 150th anniversary of the Witley school on its current site in 2017 and will celebrate its 475th year in 2028.

TODAY AND TOMORROW

We are steadfastly proud of our heritage and longstanding engagement with the City of London through Bridewell. King Edward's Witley, Barrow Hills School and Longacre School are the operational arms of Bridewell Royal Hospital, a charitable foundation from which both schools inherit a culture with diversity, generosity, opportunity and social

responsibility at its heart, combining a global outlook with a sense of local belonging. More concretely, a significant endowment from Bridewell allows us to provide boarding places to pupils with a clear boarding need – our Foundationers.

King Edward's holds true to its Founders' mission to offer a foundation for life to young people from a range of backgrounds. At King Edward's this means an exciting and challenging curriculum, a broad range of sporting, artistic, social and cultural opportunities and an environment which is specifically created to inculcate the values of independent learning, responsibility for others and the enjoyment of challenge.

Pupil experience is at the heart of what we do. The School has over 480 pupils, many of whom are day pupils from primary and Prep Schools. Boarding is a core pillar of the King Edward's community, with around 100 boarders accommodated in Houses including an Upper Sixth pre-university House.

All pupils, day and boarder belong to a House and are cared for by their Housemaster/ Housemistress and their team.



King Edward's – yesterday, today, tomorrow *continued*

Around 38% of pupils live abroad, in over 30 different countries and there is a growing cohort of local day pupils. The Sixth Form generally numbers more than 100 pupils, most of whom go on to study at Russell Group, Oxford and Cambridge, and leading European or US-based universities.

Our heritage continues to be highly valued and close links with the City of London remain through the Court of Bridewell (Board of Governors). The Lord Mayor attends Admissions Day and the School's annual Foundation Day Service at St. Bride's Church. Pupils participate in a range of events and activities associated with the City of London, perpetuating the School's links with its historic roots.

The School has a long tradition of philanthropy and addressing disadvantage and vulnerability. King Edward's offers welfare bursaries through Bridewell Royal Hospital, livery companies

and other charities, for young people who are less advantaged and who have a particular need for a boarding education. Over 50 pupils are supported by Bridewell Royal Hospital and other charities with financial contributions equal to annual boarding fees to attend the School. King Edward's is proud of its ongoing work transforming the lives of disadvantaged young people through providing a safe, fulfilling and purposeful educational environment.

The Head is a member of HMC.

Further details of the School are to be found in the Independent Schools' Yearbook, or on our website www.kesw.org.





Academic life and life beyond the classroom

ACADEMIC LIFE

King Edward's offers a broad, balanced curriculum, where excellent teaching is provided in a supportive and stimulating environment, enabling pupils to equip themselves with the skills and characteristics needed to succeed in today's ever-changing and dynamically global society.

The School follows the National Curriculum but learning goes well beyond this, enabling pupils to think critically, study broadly but also in depth, and pursue interests in the creative and active sides of life, devoting attention to the wider community. Therefore, the School has two exam pathways at Sixth Form: A-Levels and BTECs to allow pupils to pursue different routes through the post-16 curriculum.

The School is developing its academic profile further and sees this as its highest priority. Whichever pathway they take, all pupils are encouraged to be independent thinkers, develop a love of learning and be open-minded and principled. A current priority is deepening pupils' independence and self-regulation, thereby increasing value-added and scholarly ambition while retaining our balanced, holistic environment.

LIFE BEYOND THE CLASSROOM

The 100-acre site at King Edward's and excellent facilities ensure that the School can provide co-curricular and enrichment opportunities that are extensive and wide-ranging.

Competitive sport has advanced markedly in recent years, with notable success in girls' hockey and girls' cricket; cricket now sits alongside football as a flagship sport. Music is a parallel strength, with extensive performance opportunities and tailored support for exceptionally talented pupils.

There is significant ongoing investment into the School's facilities. Recent projects include the opening of a purpose built house for the Upper Sixth (Year 13), refurbishment of Science Laboratories, and DT workshops.

Our pupils and staff take advantage of our transport links, including a train station 5 minutes from our School with direct access to London Waterloo, Guildford and Portsmouth.



Pastoral care and boarding

“Pupils of all ages demonstrate outstanding levels of respect for diversity and other cultures. ... [they] contribute enthusiastically to boarding and the community. ... [and] have a highly developed sense of moral understanding.” ISI 2022

King Edward's has a uniquely diverse pupil body – culturally, socially and economically – and this forms a key part of its identity and ethos. Pupils benefit hugely from the outstanding care and support that the School provides which is inclusive and outward-looking.

Unique paired Houses share common rooms, kitchens, television and music rooms allowing girls and boys to mix naturally. This arrangement is particularly valued by parents and characterises the School's belief in engendering equality in the community.

Housemasters/ Housemistresses lead each House, ensuring pupils are treated as individuals and encouraged to pursue their passions.

The School offers weekly boarding and flexi boarding which is particularly popular with parents from London who wish their children to benefit from the countryside and a boarding environment but retain some flexibility.

King Edward's is now a majority-day community alongside a vibrant boarding offer. We are actively developing the experience and reach of boarding-domestically and internationally-while retaining flexibility valued by day families with the ambition of growing boarding numbers and experience.



Leadership, management and governance

The School's Governing Body is known as The Court of Bridewell, reflecting the historic foundation of the School as Bridewell Royal Hospital in 1553. The Chair of Governors is known as the Treasurer. The Court comprises up to 30 members, all of whom are unpaid volunteers, and includes Aldermen and members of the Common Council of the City of London, and several Governors co-opted for their expertise in education, finance and other relevant areas.

The SMT is responsible for overseeing the school's strategic direction and comprises:

- Mrs J Wright, Head (Chair of SMT)
- Mr D Corran, Deputy Head
- Mr M Harrison, Deputy Head Co-Curriculum
- Mr A Kirk-Burgess, Deputy Head Academic
- Dr A N Lennard, Director of Studies and ICT
- Mr D Rogers, Chief Finance and Operations Officer
- Mr Z Siva, Director of Safeguarding & DSL

The Senior Leadership Team, also chaired by the Head, oversees important operational matters and includes all members of SMT, plus:

- Mr J Andrade, Head of Lower School
- Mr T Campbell, Head of Middle School
- Mr J Downs, Head of Digital Innovation
- Mrs L Edwards, Head of Inclusive Learning and SENDCO
- Mr N Emsley, Senior Housemaster
- Mr S Fitch, Head of Marketing, Admissions & Communications



Role description

GENERAL RESPONSIBILITIES

- Deputise for the Head as required
- Assist the Head and senior colleagues in leading and managing the School, be accountable for formulating its objectives and in making and implementing policy
- Be in overall charge of discipline and good order throughout the School
- Lead in pastoral care
- Ensure compliance and inspection-readiness
- Be present at school-related events
- Liaise with external bodies, promote the School positively and actively
- Support/lead whole School events such as Assembly and Sunday Chapel
- Lead the School's pupil leadership team, including our prefects

STAFF AND PASTORAL CARE

- Assist in the appointment of staff, including safer recruitment procedures
- Working with the senior Housemasters/ Housemistresses, lead and be responsible for Housemasters/ Housemistresses, House Matrons and the Health Centre Manager, to maintain high standards of effectiveness and pastoral care
- Develop and implement appropriate training and InSeT to reflect the School's objectives, needs and budget in conjunction with the Deputy Head Academic, Chief Finance and Operations Officer and Head of HR

- With the Deputy Head Academic, be responsible for the Staff Handbook and oversee its implementation
- Implement staff disciplinary/capability procedures, as required
- Be responsible for fostering a culture of high-quality pastoral care that is consistent with the School's values and serves our diverse pupil population
- Lead and chair the Strategic Pastoral Committee
- Lead in the development of pupil well-being
- Be responsible for discipline in the promotion of the highest standards of behaviour
- Have oversight of counselling services, and manage liaison with counsellors
- Work closely with the Chaplain especially on the role of Chaplaincy as a pastoral resource across the School community
- Liaise with parents and staff on pastoral and disciplinary matters
- Oversee all anti-bullying matters

SAFEGUARDING AND WELLBEING

- Together with the Director of Safeguarding, ensure compliance with all up-to-date safeguarding procedures, policies and annual review



Role description *continued*

CURRICULUM POLICY, PLANNING AND DEVELOPMENT

- With the Deputy Head Academic, advise the Head on staffing requirements and help monitor workload

COMMUNICATION, LIAISON AND ADMINISTRATION

- Establish effective communication with external agencies providing information and support, obtaining and disseminating relevant information to appropriate staff
- Have a working knowledge of the use of the School Management System (ISAMS) and other systems
- Maintain an overview of administrative aspects of School life
- Monitor registration and attendance as Senior Attendance Champion
- Allocate staff to tutorial and duty rotas
- Oversee School duty, cover arrangements, weekly lists and routine administration
- Attend weekly House staff and School Council meetings
- Attend Bursary Award Committee, Governors' Education and ICT, and Pastoral Committees
- Organise internal school events as appropriate
- Co-ordinate Governor visits
- Liaise with the Registrar and Head of Lower School to determine pupil allocations to Houses.

COMPLIANCE

- Maintain ISI inspection-readiness including preparation and production of documents to ensure overall compliance, and be the nominated link person for ISI
- Prepare for best ISI outcomes
- Be the parental liaison and complaints co-ordinator

STRATEGIC

- Keep abreast of national and international changes/trends in pastoral care of day and boarding pupils as well as educational thinking and legislation, and advise the Head on how best to respond to these changes
- Work with the Head in establishing the School as a leader locally, nationally and internationally in educational thinking and innovation

TEACHING AND OTHER DUTIES

- Teach a substantially reduced timetable
- Undertake duties on the Senior Staff rota: once per week, weekend days on a rota and occasional supervision of Head's Detention
- Any other reasonable requests



Person specification

ESSENTIAL

- A degree and teaching qualification
- Leadership role in a secondary school with academic and pastoral responsibility for pupils
- Direct safeguarding responsibility and detailed knowledge of safeguarding, pupil welfare and wellbeing
- Engagement with compliance and regulatory expectations
- Commitment to boarding life
- Management and monitoring of colleagues, including performance, development and accountability
- Up-to-date IT skills
- Establish a resolute, authoritative presence that consistently earns respect; be calm, firm and fair in demanding situations
- Be a proven change agent, able to diagnose need, design and deliver improvement, and bring colleagues, pupils and parents with them
- Be intellectually flexible with new evidence and approaches
- Be a visible leader who sets direction, models high standards, and sustains momentum through challenges
- Be able to lead, motivate and care for colleagues, build trust, alignment and high performance
- Plan and implement projects end-to-end so they land well in practice - communicating clearly, reading context astutely, holding the big picture while spotting critical detail
- Be operationally strong: anticipate risks and pinch-points, solve problems pragmatically, prioritise well and meet deadlines
- Show sound judgement, act decisively and autonomously within agreed parameters and know when to escalate
- Embed effective routines and culture so improvements endure beyond initial rollout
- Think systematically, understand why systems matter, their effective design and compliance

- Have the academic credibility and expertise to raise the School's academic profile and ambition, including curriculum, teacher and learning, assessment and outcomes
- Champion an inclusive learning environment in which all pupils thrive and expectations are high for every learner
- Be a self-assured, emotionally intelligent communicator who listens well and adjusts tone to context, being persuasive in writing and in person
- Show effective presentation skills (e.g. meetings, Assemblies, Chapels).
- Be skilled at planning/chairing complex meetings and producing clear, accurate reports, investigate thoroughly with attention to detail
- Have wisdom, integrity and authenticity, clear alignment with the School's founding mission and Christian ethos
- Have deep understanding of teenagers' pastoral needs in a co-educational context, profound care for the happiness, wellbeing and safety of pupils and colleagues, show emotional warmth
- Be perceptive, observant, a quick learner, and a self-starter who takes initiative
- Solve problems, creatively, collegially, remain calm under pressure and adapts to changing priorities

DESIRABLE

- Pastoral qualification/training in areas such as counselling, boarding and safeguarding (eg BSA/HMC)
- Experience in a similar role or in boarding as a Housemaster or Housemistress, Assistant Head, Head of Section, DSL or Deputy DSL
- Experience as ISI Team/Reporting Inspector
- An understanding of international educational contexts
- Intellectual curiosity for all aspects of secondary education
- Commitment to on-going development as a teacher
- Understanding of the independent sector and its challenges



Terms of appointment and how to apply

The role of Senior Deputy Head will attract a competitive salary in line with experience and benefits including substantially reduced school fees at King Edward's Witley, Barrow Hills and Longacre Schools. There may be single or family accommodation available on or close to the school campus, where the post-holder may choose to live at substantially reduced rates.

Saxon Bampfylde Ltd is acting as an employment agency advisor to King Edward's on this appointment. Candidates should apply for this role through our website at www.saxbam.com/appointments using code TBWRA.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities* form.

The closing date for applications is midday on Thursday, 23rd October 2025.

*The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

King Edward's Witley, Barrow Hills and Longacre Schools are committed to safeguarding and promoting the welfare of children and young people and the Court expects all staff and volunteers to share this commitment. The successful candidate must be willing to undergo child protection screening appropriate to the post.

Please refer to our websites or ask HR for our child protection and rehabilitation of offenders' policy. Shortlisted candidates will be reviewed on social media/on-line platforms. We particularly welcome applications from under-represented groups.



Bridewell Royal Hospital

King Edward's Witley, Barrow Hills School and Longacre School are partner schools of the Bridewell Royal Hospital.