

# Candidate Information Brochure



**ST ANDREW'S SCHOOL, TURI, KENYA**  
Seeking the Highest since 1931

## House Parent

**St Andrew's Preparatory School, Turi**

**1 SEPTEMBER 2025 START**



## THE SCHOOL

St Andrew's, Turi is one of the most prominent international schools in Kenya and has an outstanding reputation throughout Africa. Founded as a Preparatory School for the children of expatriates in 1931, it has grown to comprise both Preparatory and Senior Schools and to welcome children of over 25 nationalities, the majority of whom are now African.

The School is a vibrant, demanding and supportive community which encourages pupils and staff to seek their highest at all times.

It is fully coeducational and boarding, teaches the British curriculum and sends pupils to universities in the UK, America, Australia and many other parts of the world. Specifically at the Prep School, the British curriculum is taught from EYFS to Year 8. The majority of students move from the Prep School to the Senior School, though a small number also go on to leading Independent schools in the UK and South Africa.

St Andrew's has a strong Christian foundation and ethos, which define and govern the nature and work of the School today. While children from all faith backgrounds are welcome, the School's Christian character is clearly evident in its underlying educational philosophy and practice.



### APPLICATIONS WELCOME

#### HOUSE PARENT

Are you ready to make a meaningful difference in the lives of young learners? At St Andrew's, Turi we are seeking dedicated and enthusiastic House Parents to create a warm, nurturing home away from home for our primary school boarders.

Imagine fostering a safe and supportive environment where children thrive, friendships blossom, and lifelong memories are made. You'll be the guiding presence in their journey, helping to instill values, promote independence, and celebrate every achievement—big or small!

**Join us in shaping future leaders and innovators!**

Following four very happy and successful years guiding and supporting our junior girl boarders, the incumbents leave us to head back to family in England. So, we are seeking candidates who will take centre stage in building vibrant relationships with pupils and parents and provide exceptional care and support for every child in the Boarding House.

The successful candidate/s will be responsible to the Deputy Head Pastoral. They will lead a dedicated team with a focus on pastoral welfare

and safety and build on an engaging and dynamic boarding programme that fosters growth, friendship, and unforgettable memories.

St Andrew's Prep School follows the British Curriculum, with the aim to achieve excellent value-added for each child through outstanding care and a wealth of opportunities for development.

St Andrew's, Turi will offer the successful applicant/s an exciting and dynamic working environment, personal mentoring and leadership development, happy and enthusiastic pupils who enjoy learning, suitable accommodation onsite, and a strong sense of community.

It is essential that the appointee is a committed Christian who supports the School's Christian character and ethos.

#### Vision

Seeking the highest for every individual with Christ as our guide.

#### Mission

To be the leading international School in Africa, transforming the Hearts, Minds, Bodies and Souls of tomorrow's leaders.

### FOLLOWING AN INSPECTION IN MARCH 2022, THE SCHOOL WAS GRADED 'EXCELLENT' IN EVERY CATEGORY OF PROVISION. ISI INSPECTORS REPORTED THAT:

*"The majority of pupils develop a deep spiritual understanding and have a good appreciation of non-material aspects of life through valuing nature, the influence of their teachers and the strong emphasis on the well-being of the whole community, on mutual respect and on showing concern for others."*

#### Key findings were:

- The **excellent** attainment overall of pupils, including those with SEND and EAL demonstrates high levels of progress and successful fulfilment of the school's aims to prepare pupils with the skills, knowledge and dynamism needed to succeed.
- Pupils' communication skills are **excellent**.
- Pupil's study skills are **excellent** and demonstrate their ability to think critically, analyse and to evaluate problems and recommend solutions.
- The achievements of pupils are **excellent** across a wide variety of opportunities.
- Pupils' attitude to learning are **excellent**, they take pride in their work and show initiative and independence, whilst being keen to work collaboratively.



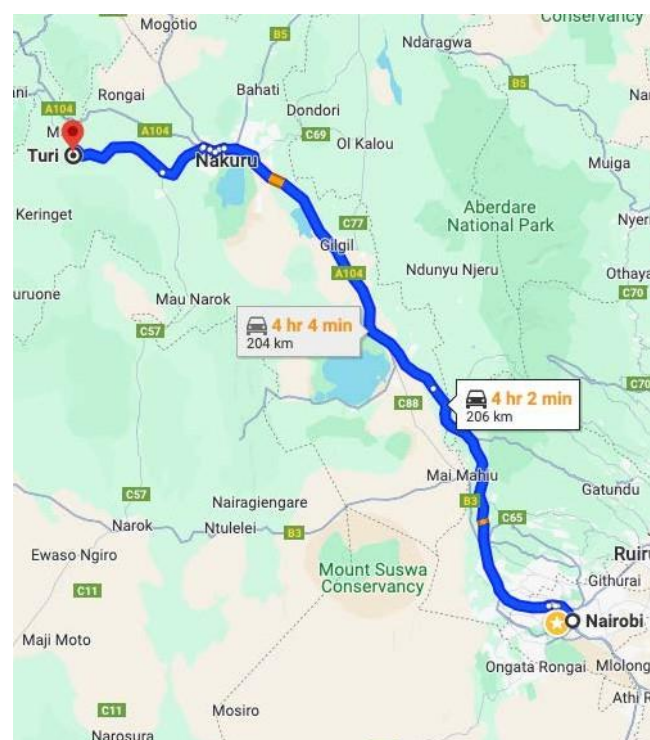
The School is situated on a beautiful 450-acre site on the western slopes of the Rift Valley some 200km NW of Nairobi. All members of staff are housed on the campus in School accommodation and enjoy significant domestic help. Near the Equator and at 2600m, the climate is temperate. It is malaria free.

Co-curricular provision both within the Prep School and as a Whole School is strong. At present, the Prep School enjoys an excellent reputation in Kenya, and in particular on the IAPS circuit, for its co-curricular contributions. Over the past few years, the Prep School has been National Champions in Athletics, Hockey, Football, Netball, Rugby and Rugby 7s.

We are also hosts of the IAPS Orchestral Weekend, the major musical event of the schools' calendar, and have a superb standing in the choral realm.



With parks like the Nakuru National Park and the Maasai Mara as well as perfect beaches and stunning mountains, Kenya offers a rich natural and cultural experience.



## THE ROLE

We look to recruit committed and resourceful staff, who are looking to not only develop their skills and leadership capacities, but also embrace new experiences and challenges.

**This role does include teaching, so please look at the EYFS and Key Stage 2 job advertisements along with this.** The successful candidate/s will have to have a good degree as well as a recognised teaching qualification, such as a PGCE, and of course, the relevant experience.

Beyond that we want to have staff who love working as part of a team; who are first-class communicators and who are passionate about the subjects and pupils they teach; who are creative and diligent in their planning; who are adaptable, energetic and resilient.

This post would suit someone looking for a new challenge, wanting to develop their areas of responsibility as well as leadership skills.

Experience of working in a Prep School, or in boarding, would be desirable, but not essential. Above all, what matters is a commitment to help us provide a world-class education and pastoral care for our children.

## ACADEMIC STRUCTURES

The Prep School is structured along academic lines. The pupils move from EYFS / Key Stage 1 into Key Stage 2, and finally into Key Stage 3.



## KNOWLEDGE AND EXPERIENCE

	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>A good degree</li> <li>Recognized teaching qualification e.g. PGCE</li> <li>Registered with the Kenyan Teacher's Commission (TSC), applicable for Kenyan applicants only</li> </ul>	<ul style="list-style-type: none"> <li>A demonstrable commitment to professional self-improvement</li> <li>A good degree in either Education or PGCE in Education</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>A clear understanding of and affinity for the School's ethos.</li> <li>An understanding of either EYFS or Key Stage 2 teaching and learning and the requirements of children of that age.</li> </ul>	<ul style="list-style-type: none"> <li>ISI inspection experience</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of delivering pastoral care: this may be as a House Parent, Tutor or in other areas of School life</li> <li>At least 3 years teaching experience</li> <li>A proven track record of excellent teaching and classroom management skills</li> </ul>	<ul style="list-style-type: none"> <li>Experience of Boarding</li> <li>Experience of managing a team</li> <li>Experience of teaching in a Prep School context</li> </ul>

## SKILLS AND ATTRIBUTES

- A strong personal empathy with the School's Christian ethos
- Proactive, sound judgement combined with the highest standards of personal integrity, energy, stamina, resilience, empathy, enthusiasm, and a sense of humour
- Ability to work dynamically and flexibly as part of a team, to show initiative and imagination and the ability to inspire others
- The presence, intellect, tact and credibility to represent the Prep School at all levels and to a variety of audiences, both internal and external
- Vision, creativity, imagination, and academic curiosity
- First class oral and written communication and presentation skills
- High levels of discretion and confidentiality
- The ability to manage and prioritise a diverse workload, to meet deadlines, and to work calmly under pressure
- Personal presence and presentation
- Highly literate and numerate
- Excellent in the use of IT
- High work standards evidenced by a consistently thorough detailed and organised approach.
- The ability, skill and enthusiasm to contribute to and lead cocurricular activities.

## BEYOND THE CLASSROOM

The successful candidate would be expected to contribute to the co-curricular and pastoral life of the School. This includes activities in the evenings and on weekends.

All staff participate in the School's extensive co-curricular activity programme as well as in the boarding houses.

All talents are most welcome and the School has a strong reputation for the standard and participation in its sport and music as well as other co-curricular areas.

Because of our natural environment, applicants with Outdoor Education experience and qualifications would also be welcome.



# ROLES AND RESPONSIBILITIES OF ALL TEACHING STAFF AT ST ANDREW'S SCHOOL

St Andrew's School is a boarding School which welcomes Day pupils. The nature of a St Andrew's education is that it is broad and encompasses the full range of human development; Mind, Heart, Body and Soul.

It is a requirement that all teaching staff are directly involved in all areas of School life for following reasons:

1. Teaching staff are role models for the pupils. Pupils have to embrace a broad education and staff must model this behaviour;
2. Pupils live in School and are engaged with School life at all times, they respect staff who demonstrate a similar level of commitment to their own;
3. The School places a high value on teamwork. A shared commitment is essential to the effective working of the School;
4. The School is operational at all times during the term and staff must be flexible in order to respond to changes of circumstances including boarding arrangements. The boarding nature of the School means that certain working practices take place that are not found in every School. These affect all teaching staff.

Amongst these (but not excluding others) are the

following:

1. Running activities on a Saturday or Sunday throughout term time, every alternate weekend;
2. Social, academic or spiritual duties in the evenings;
3. Activities or games coaching from 1500-1700 on weekdays;
4. Subject, tutor, leadership meetings which take place at various times of the day, including early mornings;
5. VISO weekends occur once every half term. Staff are required on duty for both days of that weekend.

This level of commitment is common to major boarding Schools and the staff who work in them do so because they are attracted to the opportunities that such a high degree of vocational commitment conveys.

Despite all of the above, please rest assured that as a school we value family time and make every effort to ensure you are able to balance family life with work commitments.

The Rising Phoenix (the staff club) is a community hub and involvement within it is a collegial and social opportunity.



# TERMS AND CONDITIONS

## Remuneration

There is a generous overall remuneration package as detailed below (the cost of living in Kenya, at Turi, is significantly lower than in the UK):

- Salary: The successful applicant will be placed on the Teachers' Pay Scale.
- Accommodation: a partially furnished house is provided free of rent but as a taxable benefit. Domestic and gardening help is arranged by the School, but paid for, at local rates, by the appointee.
- School fees (where applicable): there is a 100% fee remission for staff children throughout the School; places are subject to the School's normal entry requirements. Fee remission is a taxable benefit. The school will pay 2/3 of the taxation on behalf of the appointee while the appointee will be responsible for 1/3 of the same.
- Medical care: all members of staff and their families (dependant children under the age of 18 years) are covered under a comprehensive insurance scheme, which offers worldwide cover (excluding USA and Caribbean); the

costs of insurance are fully covered by the School.

- Pension: the School operates a defined contribution pension scheme in which the employer and employee each contributes 6% of monthly salary. For employees emigrating from Kenya at the end of their contract, the full value of the contributions, plus accumulated interest, can be withdrawn from the scheme.
- Relocation: outward and return flights for the appointee, and for his/ her spouse and dependent children [up to the age of 18] as applicable, together with a freight allowance, at the beginning and end of the contract period, are paid for by the School.
- Meals: these are provided free of charge during term time as a taxable benefit.
- Facilities: extensive sports facilities are open to use by staff and their families.

## Hours of work and holiday entitlement

The role is full-time and includes working in the evening and at weekends as required. The successful applicant is expected to take a full and active part in the boarding provision of the school.





## Application Procedure

To find out more please contact the HR Director, Ms Janet Ndiho. Tel: +254 (0) 734288501

Email: [HRDirector@turimail.co.ke](mailto:HRDirector@turimail.co.ke)

Applications are encouraged as early as possible. These should be submitted by [BambooHR](#) and include: a completed application form, a brief covering letter and a CV.

Application forms are available on the School website, or from the HR Director.

- Closing date for applications: **10<sup>th</sup> February 2025**
- Preliminary online interviews: **13<sup>th</sup> February 2025**
- Final Interviews (St Andrew's): **26<sup>th</sup> February 2025**
- Start Date **1<sup>st</sup> September 2025**

The background of the page is a scenic photograph of a sunset. The sun is a bright, glowing orb in the center of the frame, casting a warm orange and yellow light across the sky. Below the sun, the silhouettes of several large, spreading trees are visible against the horizon. In the lower right foreground, the dark silhouette of a building with a gabled roof is partially visible. The overall atmosphere is peaceful and serene.

## Safeguarding

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St Andrew's School, Turi, is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. You will undertake your role and responsibilities in accordance with St Andrew's School's Safeguarding and Child Protection Policy and Guidelines. The successful applicant will be required to undergo all checks relevant to post.