



Rossall

INSPIRING EXCELLENCE

Houseparent



APPOINTMENT BRIEF

January 2025



ABOUT ROSSALL SCHOOL

Founded in 1844, Rossall is a co-educational boarding and day school with an illustrious history and a clear strategic vision for the future. Situated on the Fylde Coast, the majestic backdrop of the Cumbrian Peaks and the Irish Sea provide a spectacular environment within which a community of some 830 boys and girls are inspired to fulfil their potential. The School provides a unique educational experience underpinned by a strong commitment to academic excellence and co-curricular participation. Successive generations of Rossallians have made a profound impact in fields as diverse as medicine, literature, music, politics and technology.



Academic results are superbly strong. In 2024, the school had an IBDP average of 34 and 44% of A level/BTEC grades resulted in an A*/A grade or equivalent. This year, well over two thirds of our Upper Sixth progressed to top 20/Russell Group universities including Oxbridge, Durham, St Andrews, UCL, Imperial etc. Additionally, three students won full sports scholarships to the US whilst others proceeded to top universities in Vienna, Madrid and Barcelona - to name but a few. Rossall is an inclusive school with an intellectually dynamic culture that encourages young people to embrace the highest of aspirations.

Regionally, Rossall has now reclaimed its place as one of the top performing independent schools in the North West. Perhaps, most importantly, it is a school community with a huge heart and this manifests itself in happy and confident children and a staff body committed to providing the very best context within which young people live, learn and play.

The School is routinely ranked number one in the UK for golf and our growing football academy is one of the standout provisions in the country. Both our boys and girls First XI hockey teams have progressed to the final eight of national competitions. Our recently launched Girls' Elite Football Programme in partnership with England and Chelsea footballer Millie Bright, and Fleetwood Town Football Club has led to huge success of our girls' football teams on a national level. Indeed, they have been crowned national champions on two occasions, winning the ISFA U18 Cup in both 2022 and 2023. Our Headmaster's boys XI plays in the HUDL league and reached the national finals of the ISFA U18 competition in 2022.

We strive to develop in our pupils a lifelong love of learning, a sense of moral purpose, and a belief in their own power to do good in the world. We prepare them to lead successful personal lives and productive professional lives. Our students are confident and compassionate. Increasingly they assume responsibility for their own learning and they are encouraged to be both critically reflective and resilient. We have the highest aspirations for our boys and girls and, as an IB World School, we endeavour to ensure that our pupils are intellectual risk-takers, open-minded and persuasive communicators. We desire for them to develop an intrinsic interest in the subjects that they are studying and to view the formal curriculum as constituting a starting point as opposed to an end in itself. Opportunities for academic enrichment abound and pupils are able to benefit from involvement in activities such as the Model United Nations and subject specific societies.



The School is a liberal and progressive community and we are committed to ensuring that our provision is outstanding in every regard. Student voice and our mental health provision are key focuses within our development plan and it is our ambition to be sector leaders in this. We are an inclusive and diverse School community with a roughly even split between day pupils and those who board. The internationally-minded nature of the School is as defining an aspect as its architectural beauty and fascinating history. In 2021, we had a full ISI compliance inspection. **We were judged to be compliant in every regard. In 2019, an educational quality inspection deemed the quality of pupil's personal development to be excellent.**

The student roll has grown very significantly in recent years and this is reflective of the School's outstanding reputation both regionally and nationally. Student numbers are very healthy and the School has emerged from the recent pandemic in a strong position financially. Such extensive expansion has resulted in a number of opportunities arising across a number of curricular areas and our ongoing development of signature programmes such as the Broadway Performing Arts academy has opened up opportunities for exceptional educators to join us.

In 2019, the School embarked upon an ambitious development plan which placed a strong emphasis upon the provision of outstanding teaching and learning. The School is committed to ensuring that Rossall is recognised regionally and nationally as a progressive and aspirational School community committed to the professional development of all staff. The establishment of a thriving Leadership Academy is reflective of the growing number of aspirant educational practitioners who have decided to develop their careers here at Rossall.

We never stand still. In 2020, we became an All-Steinway School and launched an International Piano Academy. The newly refurbished PrePrep School was opened at the end of the Summer Term and work commenced on our Science Building. In 2021 we recruited the first cohort for our Elite Girls' Football programme and September 2022 saw the launch of the Broadway Academy of Performing Arts which harnesses the creative energy of an outstanding faculty committed to ensuring exciting opportunities, an outstanding quality of productions and a credible pathway into the industry for aspirant young performers.

We recognise that parents expect the best for their children; therefore we continue to invest significantly in our expansive campus to provide a modern, comfortable environment where boys and girls from 3 months to 19 years of age can feel safe and thrive.

Popular with overseas and British pupils alike, our school has a unique identity and a strong sense of community spirit. Here, boarders from around 50 countries mix with British pupils to create an environment within which children are able to develop a truly international perspective and forge lifelong friendships with others from around the world.

Ours is a community based on trust, mutual respect and compassion, and we expect every member of our School to uphold these values, on and off the campus.

Rossall is an inspiring place to live, learn and work; we are fortunate to attract fantastic students and staff to join us on our beautiful campus by the sea!



MEET THE ROSSALL TEAM

ROSSALL'S LEADERSHIP EXECUTIVES

Leading the school is Headmaster, Mr Jeremy Quartermain, and eight fellow Leadership Executives.

They are joined by the extended Senior Management Team.



Mr Jeremy Quartermain
Headmaster



Ms Dina Porovic
Senior Deputy Head



Mrs Catherine Stacker
Deputy Head (Academic)



Mrs Emma Williams
*Deputy Head (Boarding) and Designated
Safeguarding Lead*



Mr Matt Turner
*Headmaster of Preparatory
School & Nursery*



Mr Nick Crombie
Director of Sixth Form



Mrs Clare Coley-Maud
Chief Financial Officer



Mr Adam Cawkwell
*Director of Admissions
& Development*



Mrs Victoria Low
Director of Operations

JOB DESCRIPTION

An exciting opportunity has arisen for a Resident Houseparent or Houseparent couple to lead our junior boarding house 'Anchor' from April or September 2025.

The Rossall boarding experience is one that exudes warmth and provides for its boarders a home from home, friendly, family environment. Through a purposeful, caring and inclusive ethos, Rossall pupils from a wide variety of backgrounds are encouraged and supported to learn from each other and live in harmony with one another.

Rossall School aims to enable its boarding pupils to develop academically, socially and emotionally during their time with us and the Houseparents play an important role in setting the tone and ethos of their House. They are responsible for both the pastoral wellbeing of the pupils as well as the efficient and effective management of the house. They provide for the safety, good discipline and pastoral well-being of all pupils in the house.

The Houseparents are responsible to the Headmaster via the Deputy Head (Safeguarding and Boarding), or directly should the need arise. They are responsible for managing the Deputy Houseparent as well as organising a team of house tutors, house monitors and looking after members of the house. The domestic staff within the house are the responsibility of the Housekeeping department, however they are also part of the House community.

The Houseparents also work as part of a Houseparent team that meets regularly to ensure consistency and coherence across all the boarding houses.

Where the Houseparent is part of a team with their partner, they will fulfil these tasks both collectively and individually. Where a Houseparent's partner takes on a specified support role as agreed by the Headmaster, duties and responsibilities for this role will be detailed separately.

Boarding at Rossall

Rossall has welcomed boarders since 1844, and today is a thriving community of some 320 boarders from across the country and the world. We are wonderfully diverse with children from no less than 55 different nationalities calling Rossall their home during term time.

Boarding at Rossall combines the very best of living within beautiful historic buildings whilst embracing the benefits of 21st-century life. There is a natural, relaxed, family atmosphere in the houses; the children have access to comfortable communal areas, campus-wide Wi-Fi access and carefully appointed study bedrooms. The Dining Hall caters for a wide variety of tastes and the whole boarding community takes all their meals here. Boarders have access to sport and recreation facilities in the evenings and during the weekends including access to the Sports Hall, swimming pool, tennis courts and the golf centre. The diverse weekend programme caters for a wide range of interests and facilitates cultural and personal growth.



Being part of the boarding team at Rossall is to be part of a mutually supportive boarding community of Houseparents, Deputy Houseparents and a number of other members of staff resident on the school site.

Anchor House

Anchor House is the term-time home for up to 43 boarders from year 4 to year 9, both UK and International. The majority of our boarders are full-time, with a few UK weekly boarders. The living accommodation is arranged over 2 floors with staff residential flats located at either end of the boarders' accommodation. Anchor House is situated in an attractive position opposite the extensive school playing fields to the left of the main Square and behind the Dining Hall.



The House has two common rooms with comfortable seating, TV, DVD player etc. It has a large games room containing table tennis, snooker table, table football and games console. It also has a library with computer workstations and internet access and a kitchen with microwave, kettle, toaster and fridge.



The weekend programme is a defining feature of being in Anchor House and Anchor Houseparents are expected to put together an exciting schedule of fun activities and Sunday

trips; past trips have included trips to the Forest of Bowland, Lake District, theme parks, cinema, ice-skating, bowling, the beach, shopping etc.

The Houseparents are assisted by resident Deputy Houseparents (2 nights per school week), a resident Pastoral Assistant (3 nights per school week) and a team of House Tutors who undertake duties in the House on a rota basis 6.30pm - 8.30pm (per school week). Over the 30 weekends of a school year, the duties are split between the Houseparents (20) and the Deputy Houseparents (10).

During the school holidays all pupils are expected to leave the house and go home or to their guardians.

Key Responsibility/Accountability

- To be aware of the implications of the National Minimum Standards for Boarding Schools for welfare and pastoral care in the house.
- To provide the adult members of the House team with a clear statement of their roles and responsibilities, and to provide a periodic review of their performance.
- To develop and manage the tutor and house monitor teams, so they can play their part in carrying out the academic and welfare tasks according to their particular roles and responsibilities.
- To ensure the boarding staff, parents and pupils understand the aims and objectives of boarding in the house, and the principles on which community life in the house is based
- To ensure that the individual circumstances, needs, strengths and weaknesses of each pupil are identified and known by all staff as needed, so that individual opportunities, talents and potential are developed and maximised.
- To plan, implement and review structures of staff supervision; to ensure the safety and security (including emotional) of all pupils at all times when they are in the school's charge; to ensure that adequate arrangements for 'back up' cover are made.
- To liaise with the school nurse(s) and doctor(s) to ensure that pupils' medical requirements are properly catered for; to encourage pupils to adopt a healthy lifestyle.
- To administer medication to pupils and keep appropriate records in conjunction with the nurse(s) and doctor(s).

- To liaise with the school housekeeping staff to ensure that pupils' clothes and personal belongings are used appropriately and housed securely and tidily; to ensure that pupils treat the belongings of others, and the fabric and furnishings of the house, with respect.
- To undertake health, safety & fire audits in conjunction with the Head of Health and Safety.
- To liaise with the maintenance department to ensure the upkeep of the house.
- To be responsible for the expenditure of the house fund and to ensure that proper accounts are kept, for use by the CFO.
- To develop, in pupils, a collective responsibility to be aware of the difficulties or problems of others, and to offer such support and help to each other as is appropriate.
- To encourage pupils to involve themselves in extra-curricular activities and to ensure all pupils (particularly the younger ones) are appropriately occupied, especially at weekends.
- To be aware of the academic strengths and weaknesses of pupils; to liaise with tutors to ensure that relevant background circumstances of pupils are known and discussed; to ensure that the conditions and supervision of evening prep are conducive to effective academic progress.
- To use every opportunity to cultivate contact and communication with parents, to ensure that they are fully informed about their child's progress and welfare; to ensure that family incidents and problems are brought to the attention of those who need to know.
- To keep the pupil's welfare records updated and to provide such reports and references as may reasonably be required.
- To counsel pupils, at a time and place which is conducive to good communication, concerning any academic, social or behavioural problems they may have; to liaise with other members of staff responsible for the pupils' siblings, if appropriate; to inform the Deputy Head (Safeguarding and Boarding) if any child protection concern arises; to fulfil the School's policy on child protection.
- To support the School's 'General Principles of Behaviour' and, by encouragement and reward and by a clearly understood and fair system of sanctions, foster an acceptance of the code of conduct of the house and school; to inform the Deputy Head (Safeguarding and Boarding) or Head in any cases of severe bullying, substance abuse or sexual misconduct.
- To ensure that all members of the boarding staff team (including non-teaching personnel and senior pupils as appropriate) are familiar with the School's policies and procedures for child protection, countering bullying, substance misuse and health and safety, and are aware of the appropriate response needed in these areas.
- To provide for the Headmaster, in conjunction with the Deputy Head (Safeguarding and Boarding), a house 'annual report', including management and welfare targets for the coming year.
- To keep the Staff House Handbook and Boarder Induction Handbook updated on an annual basis.
- To take part in performance management or staff review arrangements made by the school, on not more than an annual basis.
- To perform any other key tasks which the Headmaster or Deputy Head (Safeguarding and Boarding) may reasonably assign.

Other employment

It is expected that the successful applicant will hold another position in the school, either teaching or non-teaching. Additional houseparent time allowance will be agreed depending on the role. Houseparents who are teachers should expect to teach a reduced timetable.



PERSON SPECIFICATION

- Deeply committed to the success of every pupil within the School.
- The successful applicant will be an accomplished communicator who demonstrates a strong commitment to academic excellence.
- The successful applicant will have an excellent understanding of the school and adopt a proactive and innovative approach towards future developments in boarding at Rossall.
- First aid at work qualification or willingness to obtain one.
- BSA qualification or willingness to obtain one.
- Good understanding of the National Minimum Standards for Boarding and ISI regulations and how they apply to boarding, both day to day and strategic levels.
- Essential Understanding of Keeping Children Safe in Education and safeguarding policy/processes.
- Level 3 Safeguarding training or willingness to undertake training.
- Prior experience of working in boarding and pastoral care..
- Prior experience of running a boarding house.

Applicants should be committed to the safeguarding and promotion of the welfare of young people. They should demonstrate this commitment in every aspect of this post. All staff are required to adhere to and ensure compliance with the School's Safeguarding Policy at all times. You are required to report any safeguarding or child protection concerns to your line manager or the School's Designated Safeguarding Lead (DSL).

To find out more about this role please contact:

Mrs Emma Williams (Deputy Head Safeguarding and Boarding) at e.williams@rossall.org.uk





BENEFITS OF SERVICE

In addition to providing a great place to work, we offer a generous remuneration package to colleagues which includes:

Location: A truly unique setting within the grounds of the prestigious Rossall campus

Pension: Membership of a generous pension scheme depending on the role

Salary: Rossall School offers a competitive package of benefits and a salary commensurate with the experience of the successful candidate

School Fees: Rossall School offers fee remission of 50% to the children of employees (except the Nursery)

APPLICATION PROCESS

To apply, please complete the application form available on the School website or the TES, ensuring that your referees include your current or most recent employer. You should also explain clearly why you want to work at Rossall.

KEY DATES

Deadline for submission of applications 12.00 noon on Monday 27th January 2025

Rossall School is committed to safeguarding and promoting the welfare of children. An enhanced DBS clearance will be undertaken by the School. The position is regulated activity and therefore exempt from the Rehabilitation of Offenders Act 1974. An online check will also be conducted.

The School's Child Protection and Safeguarding Policy can be viewed here: <https://rossall.org.uk/policies/>

