



**POCKLINGTON  
SCHOOL**

Ages 2 to 18



# Appointment of **Head**



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# Executive Summary

Situated in a vibrant and friendly market town just east of York, Pocklington is a leading boarding and day school for 760 girls and boys aged 2 to 18. Founded in 1514, Pocklington blends strong traditions with innovation and flexibility, encouraging pupils to have the courage to create opportunities with their learning and achieve excellence. Pupils at Pocklington thrive as part of a lively, inclusive and close-knit community where their educational experiences are tailored and their individual achievements celebrated.

Following the appointment of Toby Seth to the Headship of Whitgift from September 2025, the Board of Governors seeks a creative and inspirational leader to ensure that Pocklington continues to flourish and deliver its unique education in a rapidly evolving landscape.

The appointed candidate will be an outstanding educational leader able to develop and implement the School's strategy, articulate its vision with clarity and ensure that it looks to the future with purpose and ambition.

An authentic and progressive leader, the next Head will be a compelling ambassador for Pocklington and will possess the vision and strategic skills to lead the School to achieve ever greater success. Combining respect for existing strengths and traditions with an appetite for innovation, the next Head will balance the demands of modern headship with an educational vision that celebrates learning and cherishes childhood. A track record of successful senior leadership experience and outstanding communication skills are essential, as is a genuine commitment to Pocklington's ethos and values.



# An Introduction to Pocklington School

Pocklington is an inclusive, family focussed and purposeful school offering pupils incredible experiences both inside and outside the classroom. The Pocklington School Foundation is a registered charity which oversees the financial and day-to-day management of Pocklington School, the Pocklington Prep School and the Pre-School at Pocklington Prep School. It also supports the activities of the Old Pocklingtonian Association. It is expected that the Pre-School will be replaced by the new Pocklington School Nursery from Q2 2025. The Foundation brings together a sense of traditional pedagogy with an emphasis on deep-rooted values and a strong strategic view as to what education can provide for the young people of tomorrow.

Pocklington was founded in 1514 by lawyer and clergyman John Dolman, a visionary who understood the transformative value of education.

He established a guild in the local parish that supported the poor and provided a school to educate and help local children. Steeped in the values of courage, truth and trust, Pocklington has continued those philanthropic aims and inspired the lives of young people from the local area, the wider region and from overseas for over 500 years.

The sense of community, care for each other and pride in Pocklington is palpable and this is particularly evident in the School's outstanding boarding provision where 100 young people from the UK and overseas develop longstanding friendships with pupils of all ages, backgrounds and cultures. At the very heart of the School's ethos lie the "Values and Virtues" which drive all that is done at Pocklington and ensure that pupils leave with a deep sense of personal and social responsibility, along with the ability to shape their own futures.

# Vision and Values

Our core values of Courage, Truth and Trust are embedded in every aspect of school life to sustain, inspire and galvanise the whole community. Pupils discover how aspiration and resilience will propel them forward, a curious and reflective mind will enable them to make a difference, and collaboration and compassion will help them become valued members of any society.

## COURAGE



### Aspiration

Work with motivation and increasing independence, setting myself high standards and taking pride in my work.



### Resilience

Persevere with things I find difficult, seeing mistakes as an essential part of the learning process.



### Integrity

Have the confidence to behave truthfully and honestly, treating others fairly and completing tasks to the best of my ability.

## TRUTH



### Enquiry

Be curious about the world around me, asking questions to develop my understanding and solve problems.



### Creativity

Think flexibly, forming my own ideas, trying different approaches and applying what I have learned to new situations.



### Reflection

Consider information from a range of reliable sources to draw reasoned conclusions and reflect on what I have learned.

## TRUST



### Collaboration

Work effectively with staff and pupils, and use their support to help me make progress.



### Compassion

Be kind and respectful of the skill, talents and viewpoints of others and celebrate their successes.



### Commitment

Play an active part in the Pocklington School community, participating in a range of activities.



# Aims and Strategic Objectives

Pocklington is currently in its fourth year of a six-year strategic plan and has been working through a set of ambitious aims and strategic objectives:

## Aims

The School aims to:

- uphold the Pocklington Values and Virtues in all that it does
- broaden pupils' horizons and raise their ambitions
- work closely with families in educating their children
- nurture innovation and adaptability and be proud of tradition
- be a great place to live and work
- ensure the Foundation's long-term future.

## Strategic Objectives

The School's strategic objectives are to:

- foster and deliver teaching and learning of the highest quality
- retain and develop first class teaching and support staff

- further improve outstanding
  - sport, music, drama and wider co-curricular programme
  - boarding, pastoral care and provision for wellbeing
- optimise pupil recruitment
- cultivate a culture of giving back and increase accessibility to the School
- be sustainable and efficient
- inspire, support and celebrate equity, diversity and inclusion
- extend and deepen links with the local, national and international community
- continue to grow a technologically capable community.

Pocklington is an ambitious community and the Foundation's engaged and high-calibre Board will work with the next Head on a progressive and bold strategy for the future.



# Prep School

## **The Pre-School at Pocklington Prep School and Pocklington Nursery**

The Pre-School at Pocklington Prep School accepts pupils from the term they turn 3 until the age of 4. It is open to all children, regardless of whether they expect to continue at the Prep School, and offers term time care during School hours. The Pre-School has around 35 (FTE) children and is housed in the Prep School. Run by skilled and dedicated staff it provides a fun, educational and caring start to our youngest members of the Pocklington Community.

The Foundation has received planning permission for the construction of a new Nursery building on the School grounds and expects to begin work on this exciting project in the coming months. On opening (anticipated to be in Q2 2025) the new Nursery will replace the existing Pre-School and offer 51-week care for around 80 children (FTE) from birth to 4 years of age. This Nursery will be founded on the Reggio Emilia approach, providing a very different offer to the other nurseries in the local area. This is a key strategic development for the School as it looks to respond to the demands of parents and the local area as well as grow and diversify its income streams.

# Prep School



## The Pre-Prep at Pocklington Prep School and the Pocklington Prep School

For pupils from Reception to Year 2, the Pre-Prep offers a vibrant environment within the Prep School. Every day is fun-filled and action packed as children's interests are stimulated through a thematic approach, inspiring them to develop a life-long love of learning. The Pre-Prep offers termly topics tailored to the children's interests and this is supported by a group of dynamic, highly skilled staff that enable children to make strong connections between subject areas.

Pre-Prep pupils spend most of their time with their Form Teacher, but also benefit from specialist teaching in music, ICT, French, swimming and PE. The weekly Forest School and the 'Mind, Body and Soil' programme takes their learning outdoors and promotes the holistic development of every child, fostering resilient, confident, independent and creative learners.

The Prep School (Years 3 to 6) provides warm, welcoming classrooms and a stimulating learning environment. From Year 3 children have a Form Teacher who is responsible for all aspects of their life at school, both pastorally and academically. Classes in Years 3 and 4 are small, and teaching is led by Form Tutors. Students also receive specialist teaching in French, ICT, swimming, PE, art and music. In Years 5 and 6, the timetable places a greater emphasis on specialist subject teaching and setting is introduced in English and maths.

All pupils within the Pre-Prep and Prep School follow the bespoke 'Curiosity Project' curriculum. The curriculum offers the opportunity to delve deeper, think critically and follow independent lines of enquiry. Each class in the Prep School will focus on a Curiosity Question, every half term, which is open ended and designed to provoke thoughtful discussion and encourage an in-depth exploration into specific knowledge areas.

Children at the Pre-Prep and Prep School make full use of acres of playing fields and sports pitches, the swimming pool and wildlife areas. They also have access to an amazing theatre where annual productions receive excellent reviews and give everyone the opportunity to shine, either on stage or behind the scenes.





# Senior School

## Years 7-11

From Years 7 to 11, students join the Senior School where they receive an inspirational education. The academic curriculum at Pocklington is deliberately broad, exposing younger pupils to a wide range of subject disciplines whilst enabling older pupils to tailor personalised learning programmes from a variety of subject specialisms. Whilst pupils are appropriately challenged and intellectually stimulated in the classroom, achievements outside are equally valued and encouraged.

Subject content in the Senior School is carefully selected to ensure that pupils develop key learning skills and the ability to 'think like an expert' whilst also acquiring subject-specific knowledge and understanding. Small class sizes, experienced and enthusiastic teachers, and specialist facilities all help to broaden pupils' horizons, elevate their ambitions and deliver learning of the highest quality.

Whilst much teaching takes place in mixed ability groupings, core subjects are taught in ability-based sets which are gradually expanded from maths and English to include other subjects and continue to the end of GCSE study. All pupils are encouraged to take part in a wide array of activities from team sport to drama, music, societies, clubs, trips and more.

## Sixth Form

Pocklington Sixth Form offers students a carefully balanced combination of challenge and support with the aim of preparing them effectively for their next steps after school.

Through nurturing the School's core values – Courage, Truth and Trust – in students, they are encouraged to be aspirational in setting their personal goals; independent, enquiring and self-motivated in their studies; and in possession of the integrity, resilience and compassion needed to become responsible young adults. Diverse academic and extra-curricular opportunities, coupled with a high-quality support network of specialist staff, ensure that students thrive and are well-prepared for future happiness and success in life, work and further study.

Sixth Form leavers go on to a range of post-18 options, such as higher education, study abroad opportunities, gap year experiences, apprenticeships and employment.

Sixth Form students at Pocklington are encouraged to fully broaden their academic horizons by attending academic seminars and presentations as well as being given plenty of opportunities to build key life skills including communication, teamwork, initiative and leadership. In addition, one afternoon a week is set aside for pupils in the Sixth Form to take part in sport, and they are particularly encouraged to push themselves out of their comfort zones and to try something new.



# Pastoral Care and Boarding

## Pastoral Care

Pocklington has an outstanding reputation for pastoral care and is justifiably proud of the friendly and supportive community atmosphere enjoyed by both day pupils and boarders. All members of the School community, staff, parents and pupils, play a role in maintaining this welcoming atmosphere which is rooted in the School's Christian ethos.

On joining, every pupil becomes a member of one of four houses with a Housemaster or Housemistress who is responsible for their pastoral and academic progress.

## Boarding

The boarding houses are high quality and provide some of the best boarding accommodation in the UK. Pupils have access to excellent facilities for study and relaxation, in a home-from-home atmosphere. The four boarding houses are located on, or adjacent to, the School campus and are managed by a resident Houseparent and their team of caring, well qualified, and professional staff. This House Team focusses on the personal wellbeing of the individuals in their care, as well as assisting them in their academic study.

The boarding provision at Pocklington is designed to be as flexible as possible and to suit the needs of the individual pupil and their family. Pupils can board on a full-time or weekly basis, or just for one or two nights during the week.



# Outside the Classroom

The co-curricular programme plays a key role in the all-round education Pocklington offers its students. On starting their journey at the Senior School, each child is presented with the 'POCK Challenge.' The challenge invites the students to immerse themselves in at least one club or activity from each of the following categories: Physical, Outreach, Creative, Knowledge. In doing so, pupils will discover more about their capabilities, widen their skillset and round off their character to create confident, intelligent and pragmatic individuals. There are a huge range of clubs and societies to choose from and every pupil is able to find their passion.

## Sport

Pocklington is known for high levels of achievement in sport, but the foundation of the School's ethos is to provide every pupil with an opportunity to fulfil his or her sporting aspirations at whatever level. Pupils are taught to play the traditional sports in the Senior School - rugby, hockey, cricket, athletics and tennis for boys and hockey, netball, tennis, athletics and cricket for girls.

There is also a wide range of other sports including archery, basketball, badminton, climbing, judo and swimming available through the week.

The School provides a comprehensive fixtures list across all the major sports through all three terms and for all year groups. In addition, pupils are supported in competitions in other sports such as clay pigeon shooting, equestrian, golf and trampolining. The equestrian team competes regularly in NSEA competitions and pupils compete in the Kingston League and National Schools competitions in trampolining.

Professional coaches are an integral part of the team at Pocklington. They provide specialist support in the delivery of games and ensure the School is offering the latest methods and practices used in professional arenas.

## Outside the Classroom



### The Performing Arts

There is provision for musicians at every level, both academically and practically. The Music Department runs a lively and extensive curricular programme and pupils are actively encouraged to participate. Every pupil is encouraged to join one of the many ensembles that take place outside of classroom time, including orchestra, swing band, choir, flute ensemble, saxophone group, string group, brass group and rock band. The department provides a full and varied programme of concerts and recitals throughout the year, giving all pupils the opportunity to perform in ensembles and allowing many the chance of performing solo.

The Drama Department runs a series of clubs, societies and major productions. This allows all pupils the chance to access drama, dance and the performing arts, whether they are exam candidates, experienced performers, or indeed first timers who just want to have a go.

### Community

The Foundation is proud of its connection to the local area and is committed to working alongside and assisting friends and neighbours. The School works with several local primary and secondary schools to support the academic and extra-curricular education of children in the area, hosting regular academic and sporting events, supporting staff training, sharing best practice, offering assistance with equipment and facilities and providing access to specialist workshops.

Pocklington runs an annual public lecture for senior school students and local schools, and charities can hire the School's facilities at reduced rates. A range of events are open to the general public throughout the year.

The 'culture of philanthropy' is central to the ethos of Pocklington and donations of time, money and expertise are generously given within the community to help improve school facilities, opportunities and experiences. The whole School community actively 'gives back' and seeks to make a positive difference beyond the school gates. Regular fundraising events, such as an annual Pocklington School Charity Week, raise substantial amounts for local and national charities.

The School won the Educate North Community Engagement Award (Schools) in 2020. The Award recognised the dynamic community engagement programme which includes outreach activities, a student community action programme and the support of Chatta; an Early Years initiative focussed on communication and language skills.

The Schools Outreach Programme works with 25 infant, junior and senior schools in the local area to share experience, facilities and expertise. The Programme began following discussions with the Head Teachers at a number of these schools to assess areas of need and is reviewed annually to adapt to changing situations.





# The Role

The Pocklington School Foundation is led by the Head who is accountable to the Board of Governors.

## Key responsibilities:

### Strategic Direction

- Understand the ethos of Pocklington, past and present, and create a vision for how it can continue to differentiate itself from its competitors and develop the Foundation.
- Work with the Governors to develop a clearly articulated vision and set of strategic goals for the future of the Foundation.
- Develop and implement action plans to meet these strategic goals and translate them into clear and measurable targets for monitoring by the Governors.

- Secure the commitment of the Foundation's key stakeholders to the vision and overall direction of Pocklington, including staff, parents, pupils, alumni and the wider community.
- Maintain and grow Boarding as a key part of life of the Foundation.
- Support the establishment and development of the Foundation's Nursery.
- Be aware of, and respond to, the local and wider external environment of the Foundation in the UK and internationally, adapting plans and strategies in response as necessary.

# The Role

## *Leadership and Management*

- Provide overall leadership and role modelling to staff, maintaining and developing a culture of excellence across all areas of school life and a deep commitment and sense of involvement and belonging as part of a high-achieving, academic community.
  - Maintain and sustain the strong, cohesive, engaged and proactive management groups, ensuring that roles and responsibilities are clearly defined and that the highest standards of performance are set.
  - Ensure excellent communication with the whole school community and be visible and accessible within the Foundation to staff, pupils and parents.
  - Further enhance the reputation of the Foundation and as a result recruit and retain high-quality staff and attract outstanding pupils.
  - Deliver excellence in the arts, drama, sport, music and wider co-curricular programme through high levels of pupil achievement and participation.
  - Ensure the provision of the highest possible standards of pastoral care, and that the physical and mental health and well-being of all pupils and staff remains at the heart of the Foundation's mission.
  - Work closely with the Deputy Head Pastoral, Designated Safeguarding Leads and other senior members of staff to oversee all aspects of monitoring and safeguarding.
  - Play the lead role in monitoring the health, safety and welfare of all staff and pupils and ensure equity, diversity and inclusion is strongly promoted.
  - Develop, implement and maintain oversight of policies and procedures and ensure that rigorous performance management is in place for the whole staff.
- Maintain and develop a strong working relationship with the Head of Pocklington Prep School and Head of the Pocklington School Nursery in order to provide overall support and direction across the 0-18 age range.
  - Motivate and inspire a high performing Senior Leadership Team and demonstrate a clear commitment to the continuing professional development of all colleagues.

## *Academic and Educational Leadership*

- Through close work with the Senior Deputy Head (Academic), oversee the continual development of an inclusive and accessible curriculum informed by rigorous academic standards and create an environment of continuous evaluation, advancement and ambition.
- Ensure focus on the attainment of each pupil's individual academic potential through the deliverance of value-added in pupil learning, development and achievement.
- Oversee procedures relating to assessment and regulation, reporting on pupil performance and progression.
- Maintain the highest standards of pupil culture and behaviour throughout the Foundation.
- Ensure that all required processes and procedures are in place to obtain positive results from inspections and provide guidance and leadership through the inspection process.
- Ensure that lessons and activities delivered by staff across the Foundation provide appropriate challenge and high expectation for all learners and broaden their horizons.
- Ensure an exciting and varied co-curricular programme is available to all pupils and attracts high levels of participation.

# The Role

## *Business Management*

- Take responsibility for the strategic financial planning of the Foundation, working closely with the Bursar and the Board of Governors.
- Demonstrate a broad understanding of the Independent School sector and the changing external environment by recognising and exploiting opportunities to expand the Foundation as a business and develop additional income streams.
- Ensure appropriate deployment and overall management of all resources (financial, human and physical) in support of the overall strategic education vision.
- Work with the External Relations Director to play a pivotal role in the Foundation's future fundraising activities including engaging with donors, attending key events and building further on the School's commitment to providing bursary places.
- Develop the priorities for the ongoing Estates Development Plan which will maintain and further enhance the Foundation's impressive estate and high-quality facilities.
- Lead the planning on critical incidents, business continuity and disaster recovery.
- Support the Foundation's commercial enterprises as a Director of its trading subsidiaries.

## *External Engagement*

- Act as a figurehead and further develop the close links held by the Foundation within the local community.
- Work closely with the External Relations Director to ensure that creative marketing strategies are in place.
- Take all appropriate opportunities to publicise the Foundation and ensure positive relationships with current and potential parents and guardians.
- Sustain and build effective relationships with the Heads nationally and internationally through active involvement in HMC and other organisations.
- Play a central role in engaging with and supporting the development of The Old Pocklingtonian Association, including attendance at key events throughout the year.
- Build on the educational outreach to local maintained schools and ensure the Foundation is proactive in the role it plays within the local community in accordance with its obligation to provide public benefit.
- Develop a strong working relationship with the Chair of Governors founded on trust, transparency and regular communication.





# Person Specification

It is expected that the next Head of the Pocklington Foundation will be a committed and inspirational leader of the highest calibre with the following key skills, experience and attributes:

## Qualifications and Experience

- A degree, with an additional post-graduate leadership and/ or management qualification an advantage.
- A proven track record of success in academic leadership and management, most likely obtained at either Head or Deputy Head level.
- Demonstrable experience of academic success and excellence in teaching.
- Evidence of experience in successfully developing, implementing and monitoring strategic plans.
- A proven track record of success in developing relationships with a diverse range of stakeholders.
- Experience of building, leading and developing teams.
- Experience in managing human, financial and physical resources.
- Experience gained in a boarding school setting would be an advantage although is not essential.

# Person Specification

## Knowledge, Skills and Ability

- Outstanding communication and interpersonal skills (both written and verbal).
- Ability to demonstrate commitment to the pursuit of educational excellence and achievement of the highest possible academic standards.
- Ability to inspire and motivate both staff and pupils alike and adopt an innovative approach to the development of a clear educational vision.
- Ability to demonstrate commitment to the delivery of a broad and far-reaching co-curricular programme which provides a wealth of sporting, artistic, cultural and personal development opportunities.
- Commitment to meaningful engagement and working in effective partnership with the local community.
- Strong commercial, financial and business acumen.
- An understanding of the importance of fundraising, PR and marketing and the willingness to actively engage with and provide the necessary support for them.
- A broad knowledge of the rapidly changing boarding market and an awareness of the challenges and demands of senior leadership in a boarding context.



## Personal

- Evidence of sharing the values of Pocklington, with a strong commitment to the vision of the Foundation whilst also being in sympathy with Pocklington's Christian foundation (although the Foundation encourages applicants of all religions and none).
- A commitment to the welfare of all staff and pupils.
- Ability to inspire trust and confidence in all stakeholders: parents/guardians, Governors, staff, pupils and alumni.

The successful candidate will be:

- Authentic and supportive with excellent judgment and integrity.
- Charismatic, confident and assured with a palpable enthusiasm for all areas of the life of the Foundation and the ability to articulate Pocklington's distinctive position in an increasingly competitive market.
- Robust, adaptable, resilient, and decisive with strong intellectual capacity.
- Self-aware with a willingness to seek advice and ask for support.



# Appointment Process and How to Apply

Pocklington has retained the services of Perrett Laver to help identify the widest possible field of suitable candidates and assist in the assessment of candidates against the requirements for the role. An executive search exercise is being undertaken alongside the public advertisement of the post.

Applications should comprise full curriculum vitae and a covering letter addressing the criteria presented in the role description and person specification. Completed applications should be uploaded at <https://candidates.perrettlaver.com/vacancies> quoting reference **7355**. The deadline for applications is **08:30am BST on Thursday 5<sup>th</sup> September 2024**.

The longlisted candidates will be invited to interview with Perrett Laver in the weeks commencing 9<sup>th</sup> and 16<sup>th</sup> September 2024.

The shortlist of candidates will be selected in the week commencing 23<sup>rd</sup> September 2024 and shortlisted candidates will be invited to attend a first round of interviews at the School on Thursday 3<sup>rd</sup> October 2024. Successful candidates will be invited to hold informal meetings with the Foundation Planning Group (comprising the Senior Deputy Head (Academic), Deputy Head (Pastoral), Head of the Prep School, Head of the Nursery, External Relations Director and Bursar) when visiting Pocklington in the week commencing 7<sup>th</sup> October 2024. Successful candidates will be invited to attend a final interview at the School on Thursday 17<sup>th</sup> October 2024.

If you require any reasonable adjustments to assist you in the selection process, please advise us of these so that we can make appropriate arrangements.

Pocklington School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

*Protecting your personal data is of the utmost importance to Perrett Laver and we take this responsibility very seriously. Any information obtained by our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with is securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.*

*Perrett Laver is a Data Controller and a Data Processor, and our legal basis for processing your personal data is 'Legitimate Interests'. You have the right to object to us processing your data in this way. For more information about this, your rights, and our approach to Data Protection and Privacy, please visit our website <https://perrettlaver.com/privacy-statement/>.*