



EPSOM
COLLEGE

Appointment of a
Deputy Head Pastoral



Welcome...

Epsom College is an inspiring place to work, renowned for excellent all-round education. Founded in 1855 on the principles of 'benevolence and excellence' kindness, ambition, integrity and community are at the heart of everything we do. Named 'the UK's most-improved school' by The Sunday Times in 2024, we educate 1,150 girls and boys aged 11-18.

The College has grown significantly in the past seven years, with pupil numbers rising 40% as the result of the opening of our Lower School in 2016, and growth throughout the rest of the College. We admit pupils into Years 7, 9, and 12, and each year around 220 new children join our community, with an average of five pupils applying for every space.

Epsom is a happy school. Almost all our pupils remain with us for their A-levels, and staff retention is equally strong. Around 60% of staff live onsite, which lends the College a real sense of community and togetherness.

From 8am until 6pm, our 72-acre campus is alive with learning; academic lessons also take place on Saturday mornings meaning that pupils have time each day to learn and develop outside the classroom. Our co-curricular programme – which features a vast array of clubs, societies and activities each week – is award-winning (picking up the 'Best of the Best' accolade from The Week for six consecutive years); our CCF is one of the largest in the UK; and our Duke of Edinburgh programme currently has over 100 pupils completing their Gold or Silver award.

In addition, our timetable features wellbeing lessons, an award-winning Personal Social Development offering, and an hour each week for volunteering in the community. Last year Epsom pupils gave 9,830 hours of their time to help local charities, schools, and community groups.

When pupils aren't busy with all of the above, they can relax and catch up with friends in their House. We have 13 single-sex Houses for all our pupils from Year 9 upwards (whether they are day pupils or boarders).

This combination of single sex accommodation within a co-ed environment gives us the best of both worlds.

The fact our houses are physical buildings, where pupils can step through the door into a space that's entirely their own, is key to the success of our pastoral programme. This was part of the reason why Epsom was named Independent School of the Year for Student Wellbeing (2022-23).

Sport is central to the College. We have been named the top co-ed school for sport in south east England, and compete in county and national finals in all our major sports across all age groups. Over 22 sports are offered to our pupils, and the aim is to encourage participation for all – we regularly field D and E teams, and see an average of 90% of pupils playing competitive fixtures.

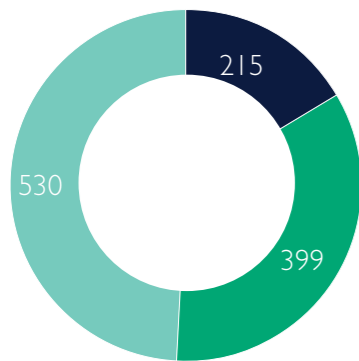
Our focus on delivering an all-round education, that develops the whole child, is regularly celebrated. In the past four years, in both the TES and Independent School of the Year Awards, we have been a finalist in the categories of Boarding School of The Year, Co-Ed School of the Year, SLT of the Year, Creativity in Teaching, Student Wellbeing, Community Initiative, and Sporting Achievement. We were voted the overall winner at the Independent School of the Year awards (2022-23), and the Sunday Times' most improved school in the UK for 2024.

We hope that you are excited by the opportunity to come and join the fantastic teachers and support staff who work here.



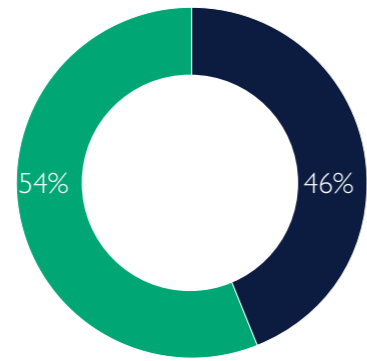
Epsom In Numbers

1,144
PUPILS



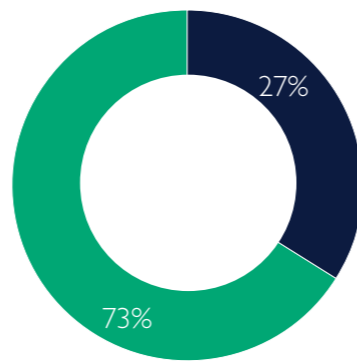
■ Lower School (Years 7-8)
■ Sixth Form
■ Years 9-11

100%
CO-EDUCATIONAL



■ Female
■ Male

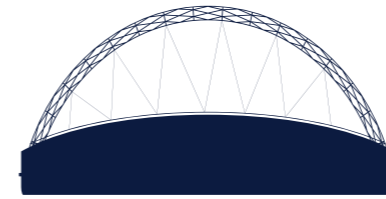
DAY & BOARDING
FROM YEAR 9



■ Boarding
■ Day

72-ACRE CAMPUS

It is rare for a College this close to London to have such an abundance of green space. To give you a sense of the size of our stunning grounds, the College can easily accommodate:



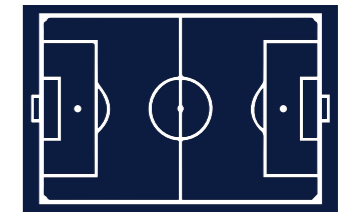
8

Wembley Stadiums



30

Trafalgar Squares



55

Football Pitches

ONE OUTSTANDING COMMUNITY

Every pupil at Epsom belongs to a House. Lower School pupils are day only and placed into four co-ed Houses. From Year 9 onward, all pupils join one of 13 single-sex Houses - whether a day pupil or a boarder.



■ Girls - 70-80 pupils in each House



■ Boys - 70-80 pupils in each House

£20m +

spent modernising all Houses
in the last six years

BREADTH OF OPPORTUNITY



133

Teaching Staff



380

Operational Staff



8,500

Community Service
Hours a Year



25

Subjects Offered



100+

Charities and Projects
Supported



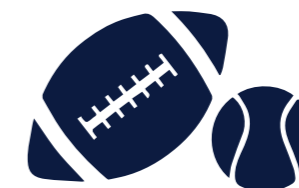
15

Miles from
Central London



150+

Clubs, Societies &
Activities Every Week



22

Sports Played
Competitively



90%

Pupils Represented Epsom In The Last
Two Years Of Competitive Fixtures

A Great Place To Work

One of the happiest places to live in Surrey, surrounded by open space, a beautiful campus and supportive colleagues. Epsom College is the Independent School of the Year, and a great place to work.

Here are five reasons why...

REASON 1: HAPPINESS

- The second happiest place to live in Surrey – according to the ONS (2021)
- The seventh happiest place to live in the UK – according to Rightmove (2017)
- Independent School of the Year: Student Wellbeing (2022-23)
- One of only four UK boarding schools to win Gold from the Carnegie Centre for Excellence in Mental Health in Schools, for the wellbeing of our staff and pupils
- 60% of staff live on-site, creating a warm welcoming community

REASON 2: LOCATION

- Two train stations walking distance from the College, with trains to Victoria and Waterloo
- Only 15 miles from Central London
- 30 minutes from Gatwick
- 45 minutes to Heathrow

REASON 3: OUR CAMPUS

- Nestled on the edge of the Surrey Downs, and the Surrey Hills Area of Outstanding Natural Beauty (AONB)
- Epsom College itself is situated within a 72-acre Victorian estate
- The perfect marriage of proximity to the capital, and access to the countryside

REASON 4: OPPORTUNITIES

- One of the UK's leading Independent Schools
- Strong co-curricular programme provides many opportunities to develop skills and experience
- Full commitment to supporting ECTs
- Funding of up to 50% of a training course may be available if there is a clear benefit to the College.
- A strong culture of CPD and career progression, including a renewed Leadership Development Programme
- Staff are encouraged to subscribe to external CPD courses (alongside INSET run throughout the year by Epsom staff and external providers)

REASON 5: BENEFITS

- Significant discount on school fees
- Free meals and refreshments during working day
- Competitive salary - we offer a 22-point salary scale, above the national scale. The basic salary ranges from £35,302-£67,808 pa across the 22 point salary scale for teaching staff
- A generous pension
- Staff are also paid emoluments for taking on additional responsibilities (from minor roles such as running a minor sport, to major responsibilities such as Head of Department or House). The maximum salary available to a non-SLT member of Common Room is £82,775
- Staff accommodation may be available – 60% of staff currently live onsite



About The Role

THE ROLE

The Deputy Head Pastoral will be a member of the Senior Leadership Team (SLT) and will report directly to the Head. They will be responsible for pupil welfare and all safeguarding matters as the nominated Designated Safeguarding Lead (DSL). The post holder will be an outstanding leader and ambassador for the College, and will teach a reduced timetable. Initially the role will include DSL, however, it is envisaged that this responsibility would, in due course, be reassigned within the SLT.

KEY DUTIES AND RESPONSIBILITIES

Strategic Leadership

- Lead on building and promoting an open culture of safeguarding, pupil welfare and pupil voice across the College.
- Lead/Chair the College's pastoral and safeguarding committee and management meetings.
- Stay abreast of developments, technology and legislation in supporting the pastoral strategy and safeguarding practices at the College.
- Lead on developing and implementing the pastoral education strategy and systems across the College.

Management

- Be a senior member of the Senior Leadership Team.
- Ensure that teaching staff and pupils are aware of the pastoral education strategy.
- Have responsibility for discipline and pastoral education within the College, advising the Head on the appropriate course of action when incidents arise.
- Support the Head in dealing with any concerns and complaints from parents as appropriate under the complaints structure.

- Line manage Assistant Heads, and others with pastoral responsibilities, in the implementation of the College's pastoral education strategy and pupil wellbeing plan.
- Oversee the eight Deputy DSLs.
- Establish appropriate communications in promoting the shared vision of the College's pastoral ethos and safeguarding interventions across the community.
- Line manage the team of Housemasters and Housemistresses and provide support with serious disciplinary matters.
- Take responsibility for the recruitment of House Tutors and College Counsellors.
- Support the other Deputy Heads and SLT to develop initiatives and enhance systems and practices in the promotion of "pupil voice".
- Help to develop the College's MIS to fulfil its potential, in terms of making the day-to-day management of behavioural trends and safeguarding interventions to support our pupils, easier.
- Maintain an oversight of the Pastoral Education budget and Day/Boarding House budgets.
- Develop, lead and implement staff training and professional development relevant to safeguarding and pastoral education.

Pastoral Policies and Procedures

- Responsibility for the design, development and implementation of the College's Pastoral Education and behaviour policies and procedures, including regular reviews to ensure that they remain up to date and are consistent with emerging trends and legislative changes.

Compliance

- Working with the SLT in ensuring compliance with the ISI requirements and for developing appropriate ISI compliance and inspection preparation action plans.

Pupil responsibilities

- Collaborate with the SLT in supporting pupils in all aspects of College life.
- Work closely with the Deputy Head: Academic to develop an environment that provides the highest standards of academic excellence, while fostering a culture of kindness and equity, and ensuring the highest standards of pupil conduct and behaviour.
- Work with Deputy Head: Academic, Heads of Departments and teaching staff to improve pupil learning outcomes.
- Liaise with the College Medical Officers and the Nurse Manager with regard to Medical Centre pupil issues.
- Ensure that the College values are upheld, and contribute to the regular review of their progress, suitability and effectiveness.

Designated Safeguarding Lead (DSL)

- It is envisaged that in the future the DSL responsibilities will be reassigned within the SLT
- Act as professional lead and point of communication on all child protection and safeguarding issues, including online safety.
- Lead and manage a team of Deputy Designated Safeguarding Leads (Deputy DSLs), providing regular supervision and management of any open safeguarding and child protection cases and reported causes for concern, sharing information with the relevant members of staff, parents and appropriate agencies as deemed necessary.
- Ensure that all staff are fully trained in safeguarding and child protection.
- Ensure up-to-date safeguarding and child protection policies and procedures are in place and that they are supported by adequate reporting and recording systems.
- Advise on changes to legislation and guidance relating to safeguarding and child protection, and developing policies and procedures in response to such updates and changes.

This job description is indicative of the expected duties and responsibilities of the Deputy Head Pastoral and DSL. Given the evolving nature of behavioural management best practice this job description is fluid and would expect to alter as the College pastoral education strategy evolves.

Epsom College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

CRITERIA FOR APPOINTMENT

Leadership qualities

- Significant senior school experience in leading and managing a team.
- Experience in developing strategic plans, analysing data and implementing action plans.
- Experience in providing excellent pastoral care within a school community.
- Ability to communicate a vision to staff and the wider College community with clarity and enthusiasm.
- A measured and confident decision maker.
- Ability to blend firmness, patience and empathy in dealing with challenging situations.
- Ability to identify problems and bring positive solutions and outcomes.

Operational qualities

- Qualified Teacher Status.
- A highly credible practitioner and an advocate of modern and innovative teaching and learning.
- An impressive track record of delivering excellent GCSE and A-level results.
- Exceptional levels of planning, time management and organisation.
- Line management experience.
- Excellent written and oral communication skills.
- Articulate and competent public speaker.
- Highly competent in the use of relevant digital learning platforms, MIS and software programmes.
- Experience of working as a DSL/Deputy DSL.

Personal behaviours

- A strong empathy and commitment to the aims, values and ethos of Epsom College.
- An inclusive approach and an ability to build positive working relationships across the entire College community.
- Outstanding interpersonal skills and emotional intelligence.
- Flexible and adaptable with energy, stamina and enthusiasm.
- A reflective, forward-looking approach with good self-awareness and an ability to self-evaluate.
- Able to take ownership and exercise sound judgement.
- Highly professional with integrity, diplomacy and discretion.
- Resilient and willing to go the extra mile in a busy school community.
- A commitment to equality, diversity and inclusion across the College community and beyond.

REMUNERATION

This is a full time role which is integral to the leadership and management of the College.

An attractive remuneration package is offered, commensurate with the seniority of this post; accommodation may be available and there is a generous fee remission for staff children.

The offer of the role would be made subject to receipt of satisfactory references, proof of relevant qualifications, and Teaching Regulation Agency and other relevant checks for teaching positions in the UK, obtaining a letter of professional standing from the professional regulating authority for teachers who have worked outside the UK where appropriate, a check of online search engines and websites of publicly available information that does not identify the candidate as potentially unsuitable to work within a school setting, sighting of birth certificate, Enhanced Disclosure at management level and Barring check, an overseas check, if appropriate, and pre-placement medical assessment that are all satisfactory to Epsom College. Proof of entitlement to work within the United Kingdom will be required. Prior to interview, an online search of internet search engines, websites and other publicly available and publicly accessible platforms to

ascertain applicant's suitability to work within a school environment will be undertaken on applicants that have been shortlisted.

All employees are required to ensure that all duties and responsibilities are discharged in accordance with the College's Health and Safety Policy. They should take reasonable care for their own Health and Safety and that of others who may be affected by what they do or do not do. Staff should correctly use work items provided by the College, including personal protective equipment in accordance with training and instruction.

Anyone wishing to discuss these details further may contact the Head, Mark Lascelles, through Sophie Lawrence, Head's PA, hmpa@epsomcollege.org.uk

Informal visits to the College will also be welcomed; please email Sophie Lawrence to arrange a convenient time.

Candidates are asked to complete the Application Form available from our website www.epsomcollege.org.uk or 'quick apply TES' along with a letter of application and submit these as soon as possible. Applications will be assessed in order of receipt and interviews and subsequent offer may occur at any stage after applications are received. We therefore invite interested candidates to apply as soon as possible.

Closing date: 12 noon, Monday 11 November 2024.





EPSOM

COLLEGE

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