



REPTON
PREP

DEPUTY HEAD PASTORAL CANDIDATE INFORMATION

April 2022



INTRODUCTION

Repton Prep was established in September 2020 following the merger of Repton School and Foremarke Hall. The fifty-acre site combines a traditional manor house with modern teaching and co-curricular facilities that have been expanded and invested in over the past few years. It lies within easy reach of major cities of the East Midlands, the Peak District National Park, and has good transport links across the heart of England and beyond.

The Prep School offers a high-quality boarding and day education to more than four hundred girls and boys from the age of 3 to 13 on a beautiful rural and self-contained campus, less than three miles from Repton. It therefore enjoys all the benefits of a stand-alone Prep School while also providing the advantages of being the first leg of a 'through school' educational journey for boys and girls aged 3 to 18.

Repton and Repton Prep share the hallmarks of academic rigour, first-class pastoral care, sporting excellence, individual opportunity, personal development and a commitment to a full boarding ethos. The two schools also form part of the growing national and international family of Repton schools, the development of a global community which is key to Repton's future vision. Repton currently has three schools in the UK (Repton, Repton Prep and St Wystan's) and has schools in Dubai (2), Abu Dhabi (2), China and Malaysia, with plans to open three more schools over the next few years.



A photograph of two young girls sitting in a field of bluebells. The girls are wearing dark blue school uniforms with a patterned collar. They are smiling and looking towards the camera. The field is filled with numerous small, vibrant blue flowers. In the background, there are several large, mature trees with thick trunks and lush green foliage, suggesting a park or school grounds setting. The lighting is bright and natural, indicating a sunny day.

THE ROLE

The role of Deputy Head (Pastoral) is a truly exciting opportunity for a candidate with the vision, experience and energy to shape a forward-thinking approach to the delivery of pastoral care at Repton Prep School.

The Deputy Head (Pastoral) will be a prominent, visible presence around the Prep School and will forge strong relationships with pupils, parents, staff and the wider community. The ability to articulate the vision of Repton Prep and the centrality of its pastoral care will be an integral part of the role.

Across all aspects of life at Repton Prep, we aim to equip our pupils with the knowledge and skills that they will need to thrive as global citizens. We want to create a kind, inclusive, open-minded culture in which the contribution of every individual is valued and the Deputy Head (Pastoral) will play a crucial role in achieving this; they will have the ability and vision to embed best practice into all aspects of school life.

The role is required from September or January 2022 and applicants must have experience of teaching in a boarding school, leading and managing people, and will ideally have previous experience as part of a DSL team. A willingness to make a full contribution to life in this busy boarding school is essential.



A PERSONAL NOTE FROM VICKY HARDING



Repton Prep School provides an excellent all-round education, boasting a range of inspirational facilities and a huge amount of space for pupils to grow both intellectually and emotionally during their educational journey. It is able to offer a broad curriculum underpinned by a strong set of values, and these elements, alongside a focus on pastoral support and wellbeing, ensures academic achievement and pupil development.

I firmly believe that education needs to constantly look forwards, reflecting and evolving, in order to meet the needs, personalities and interests of the pupils in an ever-changing and dynamic world. The role of Deputy Head Pastoral will be pivotal in shaping the vision and future for the school in the years ahead, at an exciting time in the development of the Prep School and the Repton Family of Schools.

This role provides the opportunity to work as part of a dynamic team whose goal is to deliver an ambitious and exciting future for the benefit of the entire Repton community.

Mrs Vicky Harding
Head (elect), Repton Prep

THE SCHOOLS



REPTON

Repton is the ancient capital of Mercia, and the School, founded in 1557 from a bequest from Sir John Port of Etwall, was established on the site of a 7th century Anglo-Saxon Benedictine abbey and latterly a 12th Augustinian priory.

The school incorporates many of the original buildings from the estate, but today Repton is a world class, modern, flourishing community with a clear sense of purpose and momentum. As a pre-eminent co-educational boarding and day school, Repton provides an exceptional broad-based education, blending heritage with the pursuit of excellence in a 21st century context, offering world class facilities as well as high quality teaching and pastoral care.

The school has around 630 pupils, making it large enough to achieve excellence in and out of the classroom, yet small enough for individuals to grow and flourish. At Repton Senior, each pupil, whether day or boarding, is a member of a House, of which there are 10 (six for boys and four for girls).

Academic standards are high and creative activities, including music, art, drama and design, flourish. The School has a national profile in girls' and boys' sport, in particular in hockey, football, cricket and swimming. Pupils thrive both in and out of the classroom and they develop the skills, qualities and values that will lead to a successful life.

Whilst Repton is undoubtedly modern in terms of practice and outlook, the traditional values of encouraging pupils to aim high whilst showing respect for all are still of utmost importance. The school continues its strong educational vision, recognising the importance of being able to offer a Repton education to potential pupils from all backgrounds by providing scholarships and bursaries in a wide range of subjects.

The school's considerable strengths were recognised in the 2020 ISI Inspection which found Repton to be 'Excellent' in each of the areas examined. The inspectors judged that Repton pupils 'achieve highly and make excellent progress across the wide range of academic and extra-curricular opportunities available to them.'





REPTON PREP

Repton Preparatory School was originally founded in 1940, first in The Cross and then in Latham, two of Repton School's boarding houses, to cater for local demand arising from the schooling and boarding needs caused by the Second World War. It opened initially with only eight boys but grew quickly and, following the War, there was a need to rehouse the Prep School. Fortunately, Foremarke Hall, a Georgian-Palladian country manor house located on a site of around 50 acres, some two miles from Repton, became available, and the school moved to Foremarke in 1947 with over a hundred boarders.

In 1967, the school was able to purchase the freehold of Foremarke Hall which meant new buildings could be erected, day pupils could be accepted, and the school could become co-educational. In 2000, Repton Preparatory School was renamed Foremarke Hall the Repton Preparatory School, and that name remained until 2020.

The school has excellent facilities that have undergone renewal or refurbishment in recent years with new additions worth more than £8

million. As well as the main Hall, there are new and dedicated teaching buildings for both Lower and Upper Preps: a new music school; a spacious sports hall; a newly refurbished swimming pool; a school library; and a fully equipped theatre for the performing arts that seats over 180 people.

There is also a brand new, award winning dining hall and an impressive design technology centre complete with four electric racing cars for pupils to race at Goodwood and Rockingham. In the last five years, 60% of the classrooms have been rebuilt or upgraded.

The Prep School is proud to have been recognised for its success in Academic Excellence, Music, Drama, and Sport; it is blessed with its own woods, where the forest school programme is run, and the impressive lake is used for team building days and summer activities including sailing.

Pupils throughout the school take full advantage of all the facilities at Repton Prep and Repton Senior, including sports facilities, visiting the Science Priory and Chapel.

The Lower Prep has an adventure trail with tunnels and mounds to explore, and a sensory garden and facilities in its own dedicated building that include a courtyard, a secure play area, a new adventure trail, a spacious multi-purpose hall, a dedicated library and a computer suite.

Repton Prep has had regular ISI inspections. The most recent Compliance Report was in 2019 with other inspections taking place in 2017. The school's inspection reports can be viewed [here](#).





REPTON FAMILY OF SCHOOLS

Repton was a leader amongst British schools in the international market with the establishment of Repton School Dubai in 2007. From this has sprung the Repton Family of Schools, the development of a global community which is key to Repton's future vision. Currently, Repton has schools in Dubai (2), Abu Dhabi (2), China, Malaysia and Egypt with plans to open a further three more over the next few years.

The additional income generated by the overseas schools provides a level of financial support that will enable Repton to select pupils simply on merit and without regard to their parents' financial means. The Deputy Head Pastoral will assist in shaping the growth of Repton International as a leading educational brand.

In the UK, Repton School also oversees St Wystan's School which is now wholly owned by the school and is located close by. Like Repton Prep, it became part of the Repton family of schools in September 2020.





ETHOS AND VALUES

Repton and Repton Prep share a strong ethos grounded in Christian values but welcome children of all faiths and none. Their stated mission is “to provide academic challenge and stimulate a love of learning, offer a broad range of activities with equality of opportunity for all, develop character, values and morals and to foster a safe and happy community”. The schools strive to ensure that their pupils leave ‘Grounded’, ‘Rounded’, ‘Unbounded’ and this is supported by a number of Aims which are:

- **Respect:** founded on a deep regard for common humanity in each other.
- **Wholeness of the person:** in moral, intellectual, social and physical endeavours.
- **Truth:** the goal of a life-long process of learning.
- **Excellence:** as an aspiration for all, in every pursuit, both individual and collaborative.





SCHOOL STRUCTURE AND ADMISSIONS

Repton Prep is divided into two main sections – Lower Prep which is Nursery (from age 3) to Year 4. Upper Prep comprises Years 5 to 8. Admission to the younger years of the Prep School is relatively non-selective. For entry into Year 3 to Year 6, children take informal tests in Maths, English and Verbal Reasoning as part of taster days in their year group that also give them an insight and experience of a Repton education. The school will also request copies of recent reports from a child's current school. For entry into Year 7, children take more formal 11+ tests and, for children seeking to board, they will also spend a night at the school.



ACADEMIC AND LEARNING -
THE CURRICULUM



LOWER PREP

The Lower Prep comprises two separate sites on the school campus. Lower Prep Garden is a purpose-built building for Nursery, Reception, Year 1 and Year 2, while Lower Prep Woodland comprises Years 3 and 4 and is situated on the ground floor of the Tom Davies building. These facilities share a hard play and grassed area where morning break takes place.

Nursery and Reception follow the EYFS curriculum. A typical day comprises of activities as varied as assembly, swimming, forest schools, PE, Music and French, and circle/story times.

For children in Years 3 and 4, lessons each day include Maths, English, Science, Humanities, French, Music, PE and Games, as well as a range of co-curricular activities and other subjects, delivered by subject specialists as well as the Form Teacher; there is also some specialist teaching - DT, Drama, Music, Games and Swimming - in Lower Prep.

While the working day formally ends at 4pm, children can stay on for a range of activities and clubs or supervised prep until 6pm.





UPPER PREP

The Upper Prep pupils move across the site independently accessing well-resourced classrooms equipped for modern teaching. Facilities include science labs, computer suites, a language lab, the school theatre, the music school, the art room, and a design and technology workshop. There is also a well-stocked library and extensive sports facilities.

Reflecting the boarding school ethos of Repton Prep, teaching takes place Monday to Friday and on Saturday mornings. The curriculum is informed by National and ISEB syllabuses and has been developed in consultation with Repton. Year 8 pupils will sit Terminal Exams (including Scholarships) set by Repton. Preparation for Common Entrance in Year 8 is available for pupils wishing to move on to other senior schools that require it. Specialist subject teaching starts for children from Year 5. Forms are streamed by general ability, allowing each child to work within a group of children of a similar level. In addition, children are grouped in sets by ability for key subjects such as Maths, English and French. These sets are reviewed on a regular basis.

Upper Prep pupils have a form tutor who monitors academic work and general development, provides support and guidance, and communicates closely with parents.

When pupils leave Repton Prep at the end of Year 8, around 90% will go on to Repton School. However, some will move to a variety of other senior schools, which include Harrow, Eton and Cheltenham Ladies College.



CO-CURRICULUM



SPORT

The school has excellent indoor and outdoor sports facilities. These include a full-size floodlit sand based astroturf pitch; a six-lane, 25m indoor heated swimming pool; a sports Hall with three indoor cricket nets and a climbing wall; hard netball courts; six cricket pitches; outdoor cricket bays; nine football pitches and a rugby pitch; a grass running track and a lake for sailing and canoeing.

Boys play football, hockey and cricket, and the girls play hockey, football, netball and cricket. The school excels in team sports and fields teams in many year groups. Repton Prep is especially strong in hockey, both for boys and girls. In addition to the main team sports, there are many other options including sailing, fencing, athletics and triathlon.

As well as benefitting from their own sports facilities, pupils at Repton Prep have access to the superb facilities at Repton School.





MUSIC AND DRAMA

The school has an excellent and well-equipped new music school. Many children learn a musical instrument, with around 220 lessons taking place at the school each week, and there are a variety of orchestras, chamber choirs and musical groups covering various genres. The school's Chamber Choir performs in front of a 5,000 strong audience at the annual National Arboretum Remembrance Service.

In Drama, the school has its own theatre and there are large scale annual productions that include Shakespeare plays. LAMDA has recently been introduced for pupils from Year 2 and there are visits from the Young Film Academy and the Young Shakespeare Theatre Company.





CLUBS AND SOCIETIES

A very wide range of 'after school' activities are on offer. These have included: Choir and Senior Choir; Sailing; Gardening; Backgammon; Chemistry Club; Debating; Cricket; Rounders; Street Dance; Athletics; Cards and Paper Craft; Tennis; Free Swim; French Club; Outdoor Cooking; ICT; Fencing; Jewellery; Karate and Taekwondo; Golf; Play Rehearsals; Eco-Warriors; Quizzes; Horse Riding; Low Ropes Course; Girls' Football; Warhammer; Engineering; and Textiles.

The size and location of the school site facilitates the organisation of 'Adventure' programmes. Specialist providers lay on courses at the start of every Autumn Term for Years 5 to 8.



PASTORAL AND BOARDING



PASTORAL PROVISION

The school has robust systems of pastoral care and support in place that are child-centred and focused on providing a proactive approach to pre-empt problems and support individual pupils. Personalised pastoral care is given by the Form Teacher, with small form groups allowing individual attention that is augmented by the interweaving of scientific and data driven measures.

There is a Pastoral Support Group, which meets regularly to consider pupil wellbeing. In addition, the Deputy Head Pastoral, DSL Team and the Head are also fully involved with all aspects of the children's daily lives.

There is a zero-tolerance approach to bullying and a rigorous and carefully constructed anti-bullying policy.

PSHCE (Personal, Social, Health, and Citizenship Education) lessons are designed to teach children about their societal responsibilities and to treat one

another as individuals, each with their own distinct talents and personalities.

The school places considerable emphasis on transition to new year groups, key stages or campus through carefully devised programmes that ensure pupils move to their next stage of development fully prepared and with confidence.

The school aims for positive relationships between staff and pupils and a strong partnership with parents, with high standards of conduct promoted more by encouragement and celebration of success than by use of sanctions. This is further enhanced by the school's House system. There are four houses: Tedder, Alexander, Mountbatten and Wavell, all named after great British military figures.

Children take part in a range of house competitions including: house hockey, football, cricket, netball, and rounders, general knowledge quizzes, and tugs of war.





BOARDING

The school is both a boarding and day school. Options for boarding include Full, Weekly, and Flexi boarding. There are three boarding houses, and each house contains several year group “bedders” as well as small dormitories, with resident staff always at hand. Around forty pupils board from Year 2 upwards. Boarders benefit from high standards of pastoral care with around a dozen dedicated boarding staff. There is a Medical Centre on site and strict safeguarding procedures. The school is keen to expand its boarding provision, as part of the future strategic development of Repton Prep.

The school seeks to integrate Day pupils fully into the wider opportunities that boarding school life offers through the week, and at weekends.

The school has an onsite Surgery employing qualified medical staff.



INFORMATION FOR CANDIDATES



TERMS AND CONDITIONS

A highly competitive remuneration package is available for the right candidate and a range of benefits including:

- An attractive discount on day fees for the Prep (excl. Pre-Prep) and Senior School for the Deputy Head Pastoral's children.
- Private Medical Insurance is provided (a taxable benefit) with an option to purchase cover for partner and family.
- The school is part of the Government's Teachers' Pension Scheme.

Terms of the appointment include:

- The appointment is subject to two terms' notice.
- Holidays are by arrangement with the Head, but the postholder should expect to be available for some periods outside term-time, especially during the summer holiday period.
- The postholder will be offered accommodation provided by the school which will be agreed as part of the appointment process.



ROLES AND RESPONSIBILITIES

This list is not exhaustive, but the following encompass the broad areas of responsibility of the Deputy Head Pastoral.

Leadership Responsibilities:

- To take a full and active part on the Senior Management Team (SMT), with whom they are responsible for the strategic development of all aspects of pastoral care of pupils and boarding.
- To stay abreast of pastoral innovations and developments relating to pastoral care and safeguarding.
- To advise and assist the Head in maintaining an overview of all the pastoral issues that affect the life of the school.
- To be the primary liaison for all welfare and concerns; identifying needs, acting on them and bringing solutions and ideas to the SMT.
- To be responsible for drafting and presenting papers to the Prep SMT, wider management and Governors, including the writing of policies.
- To be responsible for the strategic review of pastoral systems within Repton Prep and be responsible for the implementation of new developments following consultation with stakeholders.
- To be responsible for the management of pastoral teams, including Houseparents (in conjunction with the Head of Boarding) and tutor teams.
- To promote an environment where children are inspired and excited to learn, and which fosters a spirit of enquiry in the classroom and beyond.

Boarding:

- To be the line manager for the Head of Boarding and work closely together, alongside the Head, to promote and deliver the strategic vision for the development of the boarding provision at Repton Prep.
- To maintain an overview of pastoral issues in the boarding houses, in consultation with the Head of Boarding.
- To ensure compliance with the National Minimum Standards for Boarding and welfare and pastoral care in boarding.
- To maintain oversight of matters concerning any boarding inspection.
- Work with the COO and Head of Boarding in ensuring the highest standards of physical provision are maintained in the boarding house.
- Play an active role in the boarding life of the school, in promoting a positive boarding school culture through involvement with pupils and the support of the boarding staff.

Behaviour and Discipline:

- Responsibility for whole school discipline and standards (e.g., behaviour, manners and appearance) in and outside the classroom.
- To oversee the behaviour management procedures within the school and the implementation of them; to oversee their review when necessary and to be responsible for the effective introduction of any appropriate changes;
- Review and oversee the awarding of rewards and sanctions.
- Take a lead in matters surrounding or involving bullying.
- Support the Head with all serious disciplinary issues.
- To maintain a log of informal and formal concerns and incidents relating to behaviour, and to produce regular reports for the SMT to identify any patterns or trends.
- Ensure healthy communication with the parent body on all issues relating to discipline and behaviour.



ROLES AND RESPONSIBILITIES

Pupil Welfare:

- Ensure pupil voice through tutorials, council, and well-being surveys.
- Monitor the daily, weekly and termly routine of day and boarding pupils.
- Monitor pupil well-being and health, and ensure the very best medical provision.
- Maintain communication with the kitchens and catering manager regarding food and meals.
- Monitor attendance and registration of pupils.
- Lead in all matters of online safety within the school.

Pastoral Provision:

- Provide a safe, secure and well-organised environment that encourages the development of children as independent learners and considerate members of the school community.
- Act as a role model to pupils in all actions and behaviour.
- Oversee the allocation of staff to the pastoral structure of the school.
- Lead in the provision of PSHE including RSE within the school, in collaboration with the SMT.
- Manage pupil leadership and teamwork programmes.
- Oversee the induction process for new pupils.

Safeguarding:

- Be the Prep School's Designated Lead for Safeguarding and lead in all safeguarding matters.
- Ensure effective recording of pastoral and safeguarding issues using iSAMS.
- Ensure effective communication within the school regarding pastoral and safeguarding issues, with the purpose of embedding a culture of awareness and reporting.
- Deliver regular staff training sessions as part of the termly Inset programme.
- Communicate with all relevant agencies on the school's behalf and manage any referrals promptly and effectively.
- Keep the Head and SMT informed of safeguarding issues.
- Ensure that the school is fully compliant with DfE and local authority Child Protection and Safeguarding regulations and best practice.
- Take overall responsibility for the delivery of excellent pastoral care – ensuring the security and pastoral care of all pupils in line with safeguarding legislation, including safer recruitment and working alongside external agencies as appropriate.

Compliance and Inspection:

- Provision, monitoring and regular review of the school's key pastoral policies.
- Ensure regulatory compliance in all areas relating to safeguarding and pastoral life at school.
- Seek excellence in all areas of Inspection relating to personal development.
- Complete sections of the school SEF pertaining to pastoral and personal development, as well as boarding provision.
- To coordinate, monitor and develop the school's SMSC provision alongside the SMT.
- To ensure appropriate mental health and wellbeing provision and resources for pupils and staff.



KEY QUALITIES

Successful candidates are likely to be able to demonstrate the following key qualities:

- Proven and highly successful experience in middle or senior management, possessing the flair and energy to take on this major role.
- A visible and effective presence in the school community, setting an example in personal interactions with colleagues and pupils, with flexibility and adaptability.
- Good honours degree essential; higher degree desirable.
- Demonstrable experience in high quality teaching.
- Strategic thinking essential with strong implementation skills.
- A collegiate and collaborative team-player capable when necessary of decisive management and the ability to adeptly and effectively manage complex stakeholder relationships.
- Possessing expert knowledge, understanding and skills across the breadth of the contemporary pastoral domain, ensuring positive outcomes for pupils.
- The ability to assist the Head in marketing and public relations in all their facets by championing the pastoral life of the school.
- Reliability and trustworthiness in the practical running of the school, including discipline, meetings, communication.
- A thorough understanding of a Deputy Head's responsibilities in relation to Safeguarding and Child Protection issues and a clear commitment to delivering best practice in Safeguarding.
- Best practice as a confident and impressive teacher / communicator, in the classroom and beyond, who will command the interest and imagination of staff, pupils and parents.
- Kindness and absolute integrity, always putting the needs of the pupils first.
- Have the skills to run an inclusive and diverse school community, valuing and promoting inclusion.
- Experience of working in a boarding setting.

THE APPLICATION PROCESS



APPLICATION PROCESS

Interested candidates are invited to contact RSAcademics by email or telephone, to arrange a confidential discussion with Angela Short, Head of Prep School Search, or Brodie Bibby, the Senior Advisor handling this appointment:

Angela Short: Head of Prep School Search
angelashort@rsacademics.com

Brodie Bibby: Senior Advisor
brodiebibby@rsacademics.com

Applications should be made electronically to Repton School. The School is working in conjunction with RSAcademics Ltd for this appointment process. Please note that both the School and RSAcademics Ltd will be required to access your application. All information will be shared between the two organisations via a secure online portal and will be treated with complete confidentiality.

To submit your application, please upload your documents according to the instructions on the Repton School website www.repton.org.uk. You should complete the online application form and also submit a covering letter, addressed to Mr Mark Semmence, Headmaster of Repton, which should include what attracts you to the position and how you feel your experience, skills and personal qualities qualify you to take on the role.

If you have any questions about submitting your application, please contact Jonathan Barnes, Head of Operations (Leadership Appointments) at RSAcademics Ltd, at: applications@rsacademics.com. Jonathan Barnes can also be reached by calling our Head Office on +44 (0)1858 383174.

The deadline for receipt of applications is 10.00am on Thursday 12 May 2022.

The process is as follows:

- All applications will be acknowledged by email. If you have not received acknowledgement that your application has been received within two working days of sending it, please contact our Head Office by telephone.
 - Selected candidates will be invited for a preliminary interview online with Angela Short and Brodie Bibby the week commencing 16 May
 - Long List interviews will take place online on 20 and 23 May
 - Final round interviews will take place at the school on 26 May

****Note: the arrangements for Long List and Final interviews may be subject to change in the light of prevailing public health restrictions.***

Founded in 2002 by Russell Speirs, RSAcademics specialises in schools, in the UK and internationally. The company advises on business strategy and strategic marketing, development and fundraising, leadership consultancy and the search and selection of Heads, Chairs of Boards, Bursars and other senior staff. Comprising a team of exceptional talent and experience, RSAcademics provides a high-quality service to schools with rigour, expertise and warmth. RSAcademics is committed to promoting diversity and inclusion in schools. Please visit www.rsacademics.com for more information.



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