



The Purcell School
for young musicians



Interim Deputy Principal (Ideally Residential)
Fixed Term (Two/Three Terms) from September 2020

INFORMATION FOR CANDIDATES



INTRODUCTION

Celebrated throughout the world as a centre of musical excellence, The Purcell School is the most vibrant, exciting and exhilarating place to work or study. We are a close-knit community dedicated to nurturing some of the world's most talented young musicians and we recognize the unique privilege it is to work with these incredibly gifted students.

Our students are the liveliest, most committed and self-motivated young people you could hope to meet. Every day, the School's corridors echo with the sound of extraordinary music as our students prepare for one of the 150 concerts we present every year, both here at School and in the most prestigious venues in London.

It is a working environment quite unlike anywhere else! We want our students to be challenged and inspired by every aspect of their experience here, and we support and encourage staff to achieve this. Academic classes are small, behaviour is excellent and the opportunities for innovative and creative teaching practice are limitless.

If you are committed to providing an outstanding student experience and prepared to play a full part in the life of this extraordinary place, The Purcell School offers you the opportunity to join an exceptional team, serving truly exceptional students in a totally unique environment. I very much hope you will consider making an application to join us.

Kind regards,

Paul Bambrough
Principal

ROLE DESCRIPTION

Interim Deputy Principal

This is an exciting opportunity for an experienced senior leader to support the School as it navigates a period of change. The position arises partly from the moving on of the current Head of Pastoral and Safeguarding, and partly from a recognition that the coming months present specific challenges as we return from lockdown and manage a phased progression towards normal operations. The School is also restructuring its Senior Leadership Team over the coming year as well as undertaking a thorough and rigorous appraisal of all aspects of its operation to ensure our infrastructures facilitate and support the best possible student experience and deliver the best possible value for money.

Reporting directly to the Principal, the post holder will need to be sufficiently experienced to "hit the ground running" and act with a fair degree of autonomy; it is imperative they are a good decision-maker. They will be particularly focussed on student wellbeing, pastoral matters and supporting student success through the management of rewards and sanctions (and behaviour) throughout the School. They will also support staff wellbeing and play a leading role in managing the School's Appraisal Cycle and take a lead in preparing the School for inspection. However, like the existing Deputy Principal, the post holder's duties will not be restricted to these areas and they may be asked to turn their hand to any area of the School's operation as directed by the Principal and as need arises.

The current SLT comprises Principal, Bursar, Deputy Principal, Director of Music, Head of Pastoral and Safeguarding (Leaving), Head of Boarding, Head of Sixth Form. The Head of Sixth Form will take over the role of DSL on an interim basis. Currently, four members of SLT are residential and, whilst not essential if the post holder is sufficiently local, it would be preferable for the Interim Deputy Principal to be resident to provide support and supervision for boarders and boarding staff on a rota basis.

The ideal candidate for this role would be a recently retired Head or Deputy Head or someone with significant experience of senior leadership (especially on an interim basis). They will be knowledgeable, personable and enjoy working collegially within a small school environment, but they must also be an innovative strategic thinker, personally decisive and have the self-confidence to manage complex situations autonomously. Experience within a boarding context would be advantageous but is by no means essential providing the candidate is able to demonstrate outstanding pastoral instincts and experience.

Despite the challenges the current climate presents, this is an exciting time to join The Purcell School as it reasserts itself as one of the leading music schools in the world. We have ambitious plans for the future and this is an excellent opportunity to help us shape and implement the immediate next steps. If you are passionate about providing outstanding educational experiences for young people and have the experience to lead, we would be delighted to hear from you.

TERMS AND CONDITIONS

The salary will be based on the School's salary scale, according to the successful candidate's experience.

It is desirable for the post holder to live on site and contribute to the residential life of the School. A three bedroom house will be provided. Accommodation is provided free of rent, council tax and all utilities. Meals are available and free of charge in the School dining room during term time for the post holder and their families.



HOW TO APPLY

If you wish to apply, please complete the School's Application Form (available on our website) and send it with a supporting Personal Statement to the Principal as soon as possible. Please do not send a separate curriculum vitae. Closing date for applications is **Friday 17th July, 2020**.

Personal statements should outline your experience, subject knowledge and evidence your achievements. The Personal Statement is your opportunity to tell us how your skills and experience can contribute to an outstanding student experience.

Shortlisted candidates will be invited for interview on or during week commencing 3rd August. Due to the current guidance the initial interview may take place online, however we are open to social distancing interviews if possible. We will advise more if you are shortlisted. Candidates will be required to bring evidence of identity and qualifications to the interview.

Please note that the School reserves the right to appoint a candidate or withdraw the post before the closing date for applications.

Applications should be made to the Principal, Paul Bambrough and sent by email to:

recruitment@purcell-school.org

For an informal conversation with the Principal please contact: principal@purcell-school.org

We would normally encourage all candidates to visit The Purcell School to get a first hand experience of our unique atmosphere and ethos. However due to current restrictions this may not always be possible, but please email: recruitment@purcell-school.org and we will try our best to facilitate your request.

CHILD PROTECTION

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the School's Child Protection policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including records checked and processed through the Disclosure and Barring Service (DBS).

EQUAL OPPORTUNITIES

The Purcell School is an equal opportunities employer and welcomes application from appropriately qualified people regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.



JOB SPECIFICATION

The Purcell School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

JOB TITLE: Interim Deputy Principal (Residential)

This job specification sets out the principal duties of the post at the time of drafting. Specific responsibilities are as follows:

- Support and advise the Principal on policy and practice
- To deputize for the Principal as required
- Play a full role in the life of the School, upholding and enhancing its ethos and values
- Carry out the role in accordance with School policies and procedures
- Monitor and improve standards
- Be a visible presence around the school
- Be available to all staff and students
- Manage pupil behaviour and lead the School's Behaviour Management Policies and Practice
- Support school events, organising elements as appropriate to the role
- (Across all of SLT) Produce, update and monitor policies according to area(s) of responsibility and ensure regulatory compliance
- Ensure that the wellbeing of every student lies at the heart of the School's music, academic and pastoral programmes and their administration
- Lead on the wellbeing of staff in their area(s) of responsibility
- Attend Governors' meetings and committees as required
- Jointly interview and assess candidates and support the Principal in the appointment of staff
- Give highest priority to the Safeguarding of the students in the School's charge
- Actively promote across the School's entire operation the fundamental British values of democracy – the rule of law, individual liberty, mutual respect for and tolerance of those with different faiths and beliefs and those without faith – and of collective awareness of the dangers of radicalisation as outlined in the Government's Prevent strategy
- Support the boarding life of the school during term-time by providing residential on-call support for boarding staff 24/7, including all weekends, on a rota basis
- To oversee and support staff wellbeing and development both formally (via Appraisal) and informally
- To manage the School's preparations for inspection (due Spring 2021, COVID-19 dependent) and ensure compliance and documentation in place and good order.

PERSON SPECIFICATION

Experience & Knowledge

Outstanding knowledge and experience of Senior Leadership within a school setting

Outstanding understanding of the needs and motivations of young people

Proven track record in the delivery of outstanding pastoral care of young people

Proven track record in managing/facilitating positive student behaviour

Experience of supporting and implementing change

Experience of preparing for success inspection

Ability & Skills

Exceptional ability to lead others, both students and staff

Ability to conceive, articulate and deliver a vision within a (boarding school) context

Ability to engage with a range of stakeholders (students, staff, parents, external agencies, health professionals etc.)

Exceptional communication skills

Exceptional team player

Personal Attributes

Self-motivated, well-organized with an eye for detail

Empathetic, sensitive and able to see multiple points of view

Flexible, adaptable, decisive and willing to do whatever is necessary to "get the job done"

Genuine love of young people, and a strong desire to support and guide them

Approachable, personable with good sense of humour