



GORDONSTOUN

Head of Junior School

REQUIRED FROM JANUARY 2020

(a later start date will be considered for an exceptional candidate)

CLOSING DATE: 1600HRS ON 31 MAY 2019

INTERVIEWS WILL BE HELD 20 & 21 JUNE 2019

Broader experiences, broader minds.



GORDONSTOUN

Broader experiences, broader minds.

Thank you

for your interest in the post of

Head of Junior School

We hope the information in this pack will give you an insight into our school and the high aspirations we have for our students.

If you have any questions about the role, our School or any aspect of the recruitment process, please don't hesitate to get in touch. We look forward to receiving your completed application.

Lisa Kerr - PRINCIPAL

Titus Edge - HEADMASTER





We hope this **exciting and rewarding role** catches your imagination and that you are encouraged to apply.

Gordonstoun prepares students for a full and active role as international citizens in a changing world. As well as preparing students for exams, Gordonstoun prepares them for life. The school's uniquely broad curriculum encourages every individual to fulfil their potential academically as well as individually.

The school's location on the Moray Coast in the North of Scotland provides the background for Gordonstoun's world beating outdoor education programme. Through expeditions and sail training voyages Gordonstoun students gain invaluable experience in being both leaders and team players and in having compassion and understanding for others and of themselves. Their outlook is broadened, their ability to consider the needs of others developed, and they gain resilience – life skills which complement the school's commitment to academic excellence.

The Gordonstoun Junior School is rapidly developing and expanding. It is integral to Gordonstoun and has expanded from 60 to 130 pupils since moving onto the main school campus 15 years ago. From September 2019 it will operate from Year 1 to Year 8. The Junior School has a very strong ethos and is a warm and supportive environment where children take pride in their work and their school.

**THE FOLLOWING IS INCLUDED IN
THIS INFORMATION PACK TO HELP
YOU WITH YOUR APPLICATION:**

- **JOB DESCRIPTION**
- **PERSON SPECIFICATION**
- **THE APPLICATION PROCESS**

Applications forms can be downloaded from the Vacancies section of the School's website.

If you have a disability or long-term health problem, the School is committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support, please contact the Recruitment Team.

We very much look forward to receiving your application.

- Recruitment Team
recruitment@gordonstoun.org.uk
01343 837837

Head of Junior School



The Opportunity

In the last two years, a new School Executive comprising: Lisa Kerr (Principal), Titus Edge (Headmaster) and Pamela Muir (Finance Director) has been established and, with this, Gordonstoun has entered a significant new phase in its development.

The new Head of Junior School will join a successful school which currently enjoys a full roll, has a very committed staff, and a happy and cohesive pupil body.

This is an exciting opportunity for an outstanding educationalist who is committed to delivering a broad curriculum to a diverse range of pupils from around Scotland, the UK and the world. The successful candidate will be able to inspire pupils, engage staff and build the confidence of parents as s/he leads the Gordonstoun Junior School onto the next phase of its development.

The Role

The Head of the Junior School is responsible for all aspects of the day to day running of the Gordonstoun Junior School.

S/he is a key member of the Gordonstoun Senior Leadership Team, contributing to the overall leadership and development of the school, and enjoys the support of an excellent operations, finance, marketing, admissions and educational team.

As the leader of a thriving boarding school, the Head of the Junior School supports boarding life in a residential capacity, teaches on a regular basis and is involved in delivering and supporting a wide range of activities in the school.





Aberlour House was originally an entirely separate Prep School located the nearby village of Aberlour and was founded on similar principles to Gordonstoun, inspired by the teachings of Kurt Hahn.

In 2004 it became part of Gordonstoun, and relocated to the main campus. Since then it has grown from around 60 students to a full roll of 130 and is now the Gordonstoun Junior School for day and boarding pupils from Years 2-8 (age 6-13).

From September 2019, a new Year 1 intake will be welcomed.

It occupies its own purpose-built buildings to the western side of the Gordonstoun campus, and retains its own identity whilst enjoying all of the advantages

of being part of a larger, parent school. Most lessons take place in the Junior School, but pupils also use the first-class facilities in the Senior School for Music, Sport, Art, and Design Technology.

The overwhelming majority of Junior School pupils transfer seamlessly to Gordonstoun Senior School at 13.





Life in the Junior School...

Diversity is very important at Gordonstoun, so we are delighted to have a good mix of both boarders and day pupils. Children come from as far afield as the Far East, the Middle East, Africa and Europe, adding to the rich cultural mix here in the rolling Moray countryside.

DAY PUPILS

Day pupils enjoy a full day at school starting at 0820 and finishing the day at 1735. The school runs a daily bus service, collecting and dropping off pupils at the start and end of the day. Day pupils are involved in all the activities in the school, including staying for supper in the evening and participating in the evening sporting and other activities until 2030.

At Gordonstoun we believe that classrooms come in many shapes and sizes, and the wider the range of learning experiences the better. This helps pupils discover more about themselves as they grow and develop with every exciting new experience. It builds character, friendships and instils a can-do attitude to life, wherever they find themselves in the future.

WEEKLY BOARDING

Weekly boarding runs from 1900 on a Sunday evening until Friday at 1735.

FLEXI BOARDING

Flexi-boarding allows parents to reserve a boarding place, if available, for a specific night or nights each week throughout the term.





Life in the Junior School...

BOARDING LIFE

Boarding pupils enjoy a vibrant and homely atmosphere within the boarding house and live in modern and comfortable rooms normally shared by five or six pupils. There are ten rooms altogether all named after famous Scottish Castles. Each girl or boy has his or her own cabin bed, which they can decorate and fill with their own things to create a real home-from-home atmosphere.

There is a dedicated team of staff to care for the boarders comprising the resident Head of the Junior School, the Head of Boarding (also resident), Matrons and two residential Junior School Assistants.

Typical weekend activities for boarders include barbecues, games, rocket-building, swimming, treasure hunting challenges, trips to local beaches, the countryside and castles, craft activities, and music practice to name but a few.

During the summer term, children can enjoy the weekends and long evenings practising summer sports, riding bicycles, building dens and playing outdoors.



Head of Junior School



Running the Gordonstoun Junior School

- Responsible for the implementation of all aspects of the Junior School curriculum
- Is the 'Named Person' for Junior School pupils
- Responsible for safety, wellbeing and care of day and boarding pupils
- To foster and maintain an atmosphere of tolerance and an environment of care at all levels in the Junior School including promoting leadership amongst the pupils
- Manage all Junior School staff (including recruitment, development and appraisal), supervise other staff and contractors working in the Junior School, and liaise with all other colleagues as required
- Works closely with the Director of Admissions, to plan and be responsible for Junior School Open Days, Scholarship and other Assessments etc, including interviewing prospective pupils
- Builds strong relationships with parents, ensuring they are involved in, and informed about, their children's learning, wellbeing, activities and progress
- Works with the Marketing Department to promote the Junior School
- Active involvement in Junior School expeditions

Contributing to the overall leadership and development of Gordonstoun

- Is a member of the Gordonstoun Senior Leadership Team
- Participates in termly meetings of the Education Committee of the Board of Governors
- Provides reports as required about the Junior School
- Participates in, and sometimes leads, whole school improvement projects

Supporting boarding life in the Junior School in a residential capacity

- Acts as the Assistant Housemaster/mistress of the Junior School (typically 2 nights/week)
- Occupies a comfortable and modern family home adjoining to the boarding accommodation, and is on-call as required

Governance, Leadership and Management



Governance

The Board of Governors determines general strategy and policy for the School, delegating its day-to-day running to the School Executive.

The Chair of the Board of Governors is Dr Eve Poole who joined the Gordonstoun Board and became Chair in 2015. Dr Poole is an Associate Faculty Member at Ashridge Business School, where she teaches leadership and ethics.

Her Royal Highness The Princess Royal is Warden of the School.

Leadership and Management

The Head of the Junior School will occupy an important position within the Senior Leadership Team which also comprises:

- Principal
- Headmaster
- Finance Director
- Deputy Head (Curriculum)
- Deputy Head (Pastoral)
- Director of Admissions and Communications
- Director of IT Services
- Director of Gordonstoun International Summer School (GISS)
- Director of International Development

Team

The Head of Junior School will be responsible for a team including:

- Deputy Head
- Head of Boarders
- Head of Day Pupils
- Classroom Teachers
- Junior School Music Coordinator
- PA and Secretary
- Matrons
- Junior School Assistants

The Head of Junior School also plays an important liaison role with those Senior School Teachers who teach in the Junior School (particularly pupils in Years 7&8) and works closely with the Deputy Heads (Curriculum and Pastoral), and the Headmaster.

Person Specification



EDUCATION AND QUALIFICATIONS

ESSENTIAL

- Hold a high quality university degree in a recognised academic discipline
- Have a teaching qualification (eligible for GTCS registration)

DESIRABLE

- Post graduate qualification
- Educational leadership qualification or evidence of study

ASSESSMENT METHOD

- Application form
- Sight of qualifications

SKILLS AND EXPERIENCE

ESSENTIAL

- Deputy headship (or equivalent) or evidence of substantial preparation for school leadership
- Ability to build and lead great teams
- Evidence of developing and implementing whole school improvement strategies
- Recent boarding experience
- Knowledge of best practice and emerging techniques in pupil attainment
- Fluency in understanding and supporting pupil wellbeing
- First-class communication and interpersonal skills with high levels of emotional intelligence, resilience and self-awareness
- Energy and initiative with the ability to manage their own time effectively in order to achieve challenging goals
- Experience of adhering to financial protocols
- An outstanding classroom practitioner
- Commitment to the Gordonstoun ethos

DESIRABLE

- Experience of running a school
- Impressive credentials to command the respect of staff, pupils, parents and the wider school community
- Experience of working in Scotland
- Experience of managing significant school budgets

ASSESSMENT METHOD

- Application Form
- References
- Interview

PERSONAL QUALITIES

ESSENTIAL

- Able to operate as a high-profile and visible presence within the School, setting high standards which promote excellence, and inspire the trust, confidence and respect of the entire school community
- High levels of personal integrity and a transparent leadership style, informed by a deeply-held set of moral and educational values

DESIRABLE

- A robust sense of humour, the ability to keep things in perspective and maintain a cool head in a tight spot

ASSESSMENT METHOD

- Interview
- References

SAFEGUARDING

ESSENTIAL

- Suitable to work with children
- SA Disclosure Scotland PVG check will be completed on the successful candidate

ASSESSMENT METHOD

- References

Terms and Conditions



CLOSING DATE

1600hrs on 31 May 2019

INTERVIEW DATES

20 & 21 June 2019

LOCATION

Gordonstoun School, Elgin IV30 5RF

START DATE

From January 2020

(a later start date will be considered for an exceptional candidate)

CONTRACT TYPE

Permanent

TERMS OF APPOINTMENT

A remuneration package commensurate with the importance of the role and experience of the successful candidate will be offered. This will include generous fee remission.

A substantial and comfortable family home attached to the Junior School is offered as part of the package.

Gordonstoun is committed to safeguarding and promoting the welfare of children and young people and its governors expect all its staff and volunteers to share this commitment. The successful candidate must be willing to undergo child protection screening appropriate to the post (including an enhanced disclosure through the Disclosure Scotland PVG scheme).

HOW TO APPLY

For further details, including how to apply, please visit the Vacancies section of the School's website or contact the Recruitment Department at recruitment@gordonstoun.org.uk or telephone **01343 837837**



Senior School

The Senior School is predominantly a boarding school, with three girls' and five boys' houses. Day students are also members of these houses.

Students are drawn from all over the world and from a diverse range of backgrounds.

Scholarships and bursaries are offered to facilitate access to Gordonstoun's uniquely broad curriculum to a wide variety of students. As well as academic studies, activities, performing arts, sports, outdoor education and sail training, older students are involved in active service, from running the school's own active fire station to running conservation projects in the local community.

Round Square

Gordonstoun is one of the founding members of Round Square, a world-wide network of schools which share a commitment beyond academic excellence, to personal development and responsibility.

Gordonstoun's membership of Round Square provides exciting opportunities for its students to participate in exchanges, international service projects and global conferences.

Gordonstoun International Summer School (GISS)

Gordonstoun International Summer School (GISS) is a highly successful business which is of real strategic importance to Gordonstoun.

It has been operating for 40 years and in excess of 7,000 students from over 60 countries have participated in GISS courses.

Each year, Gordonstoun welcomes over 280 boys and girls from all over the world for the *'summer of a lifetime.'*

Students are aged 8 to 16 and courses last for three and a half weeks.

MORE ABOUT

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A DIFFERENT EDUCATIONAL EXPERIENCE...

Gordonstoun is proud to offer an educational experience which is different. The curriculum is based on four core educational principles inspired by Kurt Hahn: challenge, responsibility, service and internationalism. These are delivered within a curriculum that strives to ensure that a diverse student intake is able to achieve the best possible results at GCSE and A level.

Challenge is central to the Gordonstoun ethos and is reflected in the School's motto. Kurt Hahn believed that young people should be challenged academically, emotionally and physically, and the diverse range of experiences offered at Gordonstoun in the classroom, on the sports field, in the ocean or on the mountains is designed to help each individual to move beyond his or her comfort zone.

Responsibility is at the heart of Gordonstoun's philosophy of citizenship. All students benefit from a wide range of opportunities to take responsibility and develop their leadership skills as they progress through the School.

Service helps students develop a sense of social responsibility and sensitivity to people from different backgrounds and circumstances. The notion of service within, and for, the local community is evident throughout the School, from the Junior School right through the Senior School. From Year 11, students are expected to participate in one of the 9 services offered at Gordonstoun. From the coastguard to the fire service to mountain rescue, these are some of the most distinctive aspects of a Gordonstoun education.

Internationalism underpins Gordonstoun's vibrant global community. Students are encouraged to have an international outlook which is consolidated by exchange programmes and service to communities overseas.





A RICH AND DISTINCTIVE HISTORY

Gordonstoun was founded in 1934 by Dr Kurt Hahn, formerly Headmaster of Salem School in southern Germany. Dr Hahn fled Germany for the United Kingdom in 1933 under threat from the Nazis for standing firm in the face of aggression.

He aimed to foster in young people the qualities of skill, compassion, honesty, initiative, adventure and a sense of service to their fellow beings. His philosophy was based on encouraging young people to develop both as individuals and within communities; these beliefs are ingrained throughout life at the School.

GORDONSTOUN TODAY

Throughout its history, Gordonstoun has evolved to meet the challenges and seize the opportunities presented by political, economic, social and organisational change.

Today, Gordonstoun is predominantly a full boarding school, with a small number of day pupils. The student body, a vibrant community of >500 boys and girls aged 6-18, is exceptionally diverse with a third of its students drawn from over 40 countries, a third from Scotland and a third from the rest of the UK.

Gordonstoun is a member of HMC, BSA and SCIS.

MISSION AND MOTTO

“Gordonstoun prepares each student through learning by diverse experience for a full and active role as an international citizen in a changing world.”

The School strongly believes that success in the 21st century will depend on good judgement in addition to skills. Students who are comfortable with innovation; who are socially aware and responsible; who are equally flexible and compassionate; and who are energised by initiative will thrive in an unpredictable and ever-changing world. Fostering life skills has its place alongside the sharpening of academic edge at Gordonstoun, where individual successes and wider success in serving the local, national and global community are celebrated.

Gordonstoun's motto is **'Plus est en vous: There is more in you (than you think).'** A Gordonstoun education is underpinned by a deep conviction that potential in everyone can be best unlocked in the context of a vibrant, caring community where students are empowered to stretch themselves; reach beyond their comfort zone and embrace challenge.



THE LIFELONG VALUE OF OUT OF CLASSROOM LEARNING EXPERIENCES

In 2018, Gordonstoun published research by the University of Edinburgh into the Lifelong Value of Out Of Classroom Learning Experiences. This research, which has received significant publicity, helped the school to reaffirm its commitment to a uniquely broad curriculum which includes:

EXPEDITIONS – Gordonstoun students benefit from a structured programme of mountain, river and sea-based wilderness expeditions. From journeying on foot through remote areas to canoeing and climbing to exploring the lochs, rivers, forests and coastlines, expeditions at Gordonstoun are a formative experience. All students in the Junior School participate in expeditions, building incrementally from day adventures for the youngest students to a Year 7 canoe voyage and culminating in the challenging Year 8 week-long expedition to Cape Wrath.

SAIL TRAINING – Kurt Hahn described the Moray Firth as “my best schoolmaster” and sail training is an essential component of Gordonstoun’s broad curriculum. The School has its own 80 foot sail training vessel, Ocean Spirit of Moray which is used by all students. Year 8 students enjoy a multi-day voyage on Ocean Spirit.

THE PERFORMING ARTS – Music, dance and drama are thriving at Gordonstoun. In the Junior School, every pupil learns a musical instrument and there is a wide range of ensembles, including an accomplished pipe band. Dance and drama are integral to the curriculum, with the annual Junior School Musical a highlight.



MORE ABOUT

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FINANCIAL STRATEGY

The School has an annual turnover of £16million. Its income derives predominantly from fee-paying parents, but fundraising and Gordonstoun International Summer School (GISS) are valuable sources of additional income.

Like many schools, Gordonstoun has to compete for students and a large proportion who would most benefit from a Gordonstoun education may not have the financial backing to pay for it. For both these reasons, the School has invested significantly in strengthening the admissions function and in building capacity in marketing, fundraising and development.

INTERNATIONAL EXPANSION

Gordonstoun is also actively exploring international franchise opportunities. This would provide a valuable additional income stream and contribute strongly to ensuring the financial sustainability of the School. Numerous potential projects are currently under consideration with some at an advanced stage.





Gordonstoun stands in 200 acres of woodland, providing a campus with security and freedom. Situated on the beautiful coast of Moray which is well known for its picturesque harbours, golf courses and beaches.

