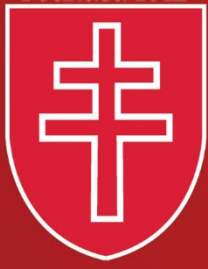


Founded 1642



New Hall School

The Best Start in Life



Appointment of a residential

Priest Chaplain

full-time (term time plus agreed days) or part-time

Start date: September 2026 or earlier

Welcome from Mrs Jeffrey, Principal



"Thank you for your interest in this opportunity at New Hall School. I joined the New Hall School community 24 years ago and, now that I am both the longest serving Head of a school in HMC and the longest serving Head in New Hall's history, I am often asked what has kept me here. It started with that first visit, in 2001, which blew me away. I remember meeting confident, characterful, good-humoured students, who made a lasting impression on me with their kindness and their evident pride in being part of the New Hall community. They spoke with passion about the work of the New Hall Voluntary Service (NHVS) as being central to School life. Their generosity of spirit and commitment to the care of those in need turned out to be a hallmark of a New Hall education. This is a place with a remarkable sense of community. At first, you will be attracted by the stunning

heritage site, but, above all, it is the people who keep you here. I would not want to move anywhere else. As a parent, I could not have asked for a better education than New Hall gave my four children. The staff team here work with remarkable commitment and care to ensure that our children have the 'best start in life'. This is the school that many of us, staff and parents, wish that we had attended. I am looking forward to the next 20-year development plan!

New Hall, from its foundation, has been pioneering and innovative. The School is the UK's oldest Catholic school that has always taken girls; a strong commitment to promote equality, and to address disadvantages in society for girls and women, still prevails. Our outreach and community work led us to be the first independent school to sponsor a state primary school academy. We were the first Catholic diamond model school and the first diamond model school to be created from a former girls' senior school, with senior boys joining from 2006. The School has invested in exceptional outdoor learning, using its 180-acre campuses.

The School is large and diverse: in age, from 1-19; in size, with 1,400 students and over 300 staff; in culture, with students from over 25 countries; in religion, as a Catholic school, welcoming all who support our ethos; in structure, offering the full range of flexible boarding options and a mix of co-education and single-sex teaching; and in educational range, with a broad curriculum and an exceptional co-curricular programme. Every day is full of opportunities to learn and grow, for staff as well as for students. It is impossible to be bored here - no two days are the same!

This is an exciting opportunity to be part of one of the UK's most successful schools, with an ambitious plan for further development. Where many independent schools are retracting and reducing investment, New Hall is bucking the trend and continuing to grow and to strengthen our provision. We are investing in our Sixth Form Centre, expanding our curriculum, growing our Sport provision (most recently, with the addition of riding, football and basketball) and enhancing our co-curriculum. We are open to opportunities to expand the work of our Trust, both in the UK and internationally, through our links with sister schools and Religious Communities. In particular, we are developing a link with the École Christ Ressuscité, Masaka, Rwanda, and with Heilig Graf Secundair, Turnhout, Belgium, which share the ethos of the Canonesses of the Holy Sepulchre. New Hall also works closely with the other Catholic independent schools in Brentwood Diocese.

I hope that you find the information contained in this pack, and on our website, helpful."



Mrs Jeffrey and Mr Fardell, with the resident Canonesses at New Hall, receive their long service awards, having given 68 years of service between them, to Catholic education. The awards were presented by Bishop Alan Williams SM at Brentwood Cathedral

Mission & Ethos Statement

New Hall, a Catholic boarding and day school, provides **the best start in life**, enabling students to meet confidently the challenges of the wider world.

Here **academic excellence** is achieved in surroundings where relationships are based on **care, trust and respect**.

We **welcome** students from many traditions, building a Christian **community** that has at its heart **prayer** and **service** to others.

Introduction: the role

Following the relocation of the current post-holder to a new parish after seven years, this exciting opportunity has arisen, to join our vibrant and expanding Chaplaincy Team. The priest Chaplain (hereafter 'the Chaplain') provides spiritual and pastoral support, and faith development, across all Divisions, as well as to staff and parents of the School. The Chaplain will bear witness to the Mission & Ethos Statement, and maintain and enhance the distinctive Catholic nature of the School, which is rooted in the Rule of St Augustine. The Chaplain reports to the Principal.

In addition to around 1,000 day students, there are 480 boarders at New Hall. The Chaplain will celebrate the boarders' Mass on Sunday evening, which is also open to the public, and share the weekday Masses with the other resident priests. Most members of the Chaplaincy Team are residential, and all are practising Catholics. They are actively involved with boarding activities, planning and leading liturgies, running Chaplaincy activities, and contributing to the Theology Department. The Chaplain will assist with sacramental preparation and faith formation.

An exciting and crucial aspect of this role is New Hall's relationship with our sister school, the École Christ Ressuscité, and Religious Community, the Daughters of the Resurrection, in Masaka, Rwanda, who belong to the same Order as our founding Religious Community, the Canonesses of the Holy Sepulchre. At present, there are four Rwandan Daughters of the Resurrection living in the newly established Mission House at New Hall. The Chaplain will have the opportunity to participate in Morning Prayer and Evening Prayer with the Sisters; all are welcome to join these times of prayer.

A stunning, recently refurbished 2-bedroomed lodge is provided on campus, as a home for the Chaplain. This is surrounded by beautiful, tranquil gardens, overlooking the duck pond, the New Hall Farm & Outdoor Centre for the Natural Sciences and the Learn-to-Ride Centre.

This may be a full-time role (term time plus agreed extra days) or can be part-time (minimum two days a week), and can be combined with parish work, another role or further study.



Mr Schreiber
Head of Chaplaincy



New Hall School

Chaplaincy Team 2025-26



Mrs Jeffrey
Principal



S Anuarite
Chaplaincy Assistant



S Cansilde
Chaplaincy Assistant



S Marie Josee
Chaplaincy Assistant



S Valentine
Chaplaincy Assistant



Mr Alford
Chaplaincy Assistant



Mr Cespoli
Chaplaincy Assistant
& Teacher of Theology



Mr Cryan
Chaplaincy Assistant
& Teacher of History



Rev Sarah
Chaplaincy Assistant
& Teacher of Music



Mr Dunkley
Chaplaincy Assistant
& Teacher of Theology



Mr Fardell
Deputy Principal



Mr Gray
Deputy Head of Operations
and Health & Safety Officer



Fr Hardy
Chaplain



Mr Harman
Acting Head of Theology



Miss Jeffrey
Chaplaincy Assistant



Miss Parsons
Chaplaincy Assistant



Mrs Reading
Vice Principal



Fr Andrew
Chaplain



Mrs Robinson
SENDCo (Prep) and Assistant
Lay Chaplain (Prep)



Mrs Schreiber
Chaplaincy Assistant &
Head of Boarding (Hawley House)



Mrs Webster
Head of Theology
(Maternity Leave)



Mr Wylie Carrick
Chaplaincy Assistant

New Hall Chaplaincy

New Hall is the UK's largest Catholic boarding & day school. Around one third of the students are Catholic and the majority of students are Christian. There is a strong ecumenical tradition. For example, the Confirmation programme is largely run jointly with the local Anglican parish in Boreham. There are students in the School from different world faiths, as well as students with no religious background. Everyone is expected to support the Catholic ethos and to uphold the values of care, trust and respect.

The Chaplain's role includes serving the boarding community, which numbers 480 boarders, aged 7-19, and the resident staff and their families. Boarders come from over 29 different countries. The School also has a Mission House on site, with four Daughters of the Resurrection, who are part of the international Association of Canonesses of the Holy Sepulchre.

The School was assessed as 'Outstanding' by the Catholic Schools Inspectorate in 2025, 2018 and 2013. The School has a flourishing, successful Theology Department of nine teachers, together with a strong Music Department and choral tradition.



The Chaplaincy Team comprises a committed group of staff, Canonesses and students. The School currently employs a second priest Chaplain, who shares the weekday Masses and is Chaplain to the Religious Community of Sisters on site. There is an aspiration to appoint two retired priests to the role of Resident Priest at New Hall, in addition to this role.

"The School's approach to nurturing students' spiritual growth alongside their academic progress is truly commendable and reflects the values we hold dear." (Current Parent)



Chaplaincy Facilities

The Chaplaincy Team benefits from dedicated facilities that provide a welcoming hub for pastoral support, faith exploration, celebration and Chaplaincy lessons. At the heart of this is the new suite of Chaplaincy rooms, the Chaplaincy Chambers, which was opened in 2025. This includes: a film room; a sitting room; a classroom; a shop; an office; and a kitchenette.



Chaplaincy Chambers



Holy Sepulchre Prayer Space

There is also a dedicated Pastoral Centre, The Barn, in one of the most historic parts of the campus. The Barn is the base for the New Hall Voluntary Service (NHVS). This facility consists of a main hall; kitchen; an Oratory; an office; beautiful gardens; and the New Hall Farm & Outdoor Centre for the Natural Sciences.



The Barn



The New Hall pond



New Hall Farm

At the heart of the School is the beautiful and historic Chapel, where Mass has been celebrated for over 225 years.



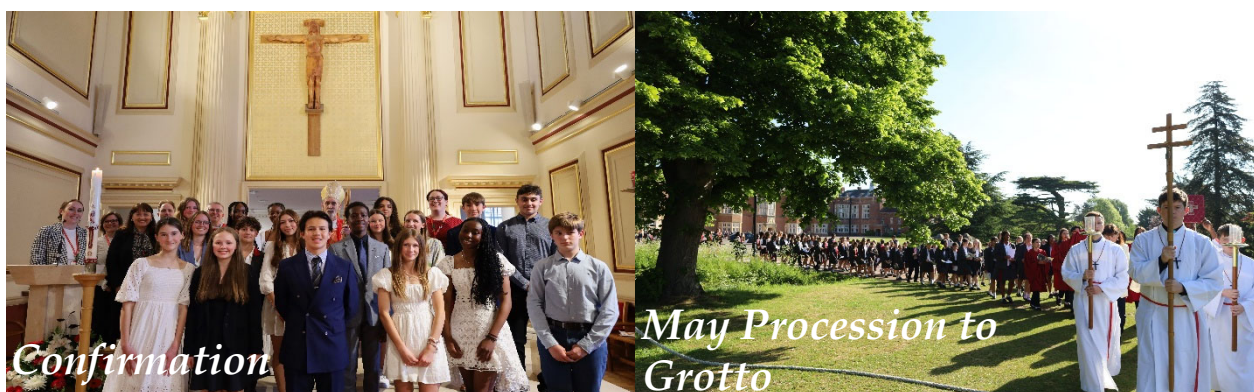
The Chapel benefits from a fine Norman & Beard organ that has been completely rebuilt, and on which Dame Gillian Weir gave the opening recital. The original organ was built in 1910, and between 2007 and 2008 underwent significant restoration and expansion. A 1906 Norman & Beard organ from St Mary's Church, Lawford, Essex was added. The Lawford Swell division formed the basis of the new Choir division whilst the Great division (including casework) formed a new Nave division on the north side of Chapel, with a new draw-stop console being provided in the south gallery. In 2025, New Hall became an accredited member of the Royal College of Organists, with musicians learning on three organs at New Hall. In addition to the Chapel organ, there is a second, practice pipe organ in The Barn, and an electronic organ in the St Francis Chapel, both of which were legacy donations to New Hall.



The St Francis Chapel, for the Preparatory Divisions' children, is nestled in the St Francis' Woodland, by their playground.



The Chaplaincy Team delivers a rich and varied programme for students across the School, including Bible Stories & Biscuits, Silver Stories, Lego Club, Senior Craft & Chat, and a daily tuck shop in the Chaplaincy Chambers. They also prepare students for the sacraments of Baptism, Holy Communion, Reconciliation and Confirmation, which are celebrated in New Hall Chapel.



Members of our Chaplaincy Team live in purpose-built lodges located beside the Barn and Chaplaincy Gardens.

New Hall Voluntary Service

Our New Hall Voluntary Service (NHVS) has been at the heart of New Hall's community since 1978, with its mission of service and hospitality. By welcoming guests and supporting those in need, our volunteers live out Gospel values.

All students at New Hall participate in volunteering initiatives during their time at the School, whether it is through serving guests and socialising with them, performance opportunities, fundraising, or partnering with local charities. Our Chaplaincy Team supports NHVS action groups, events and fundraising.

"NHVS is at the heart of the community" (Canonesses of the Holy Sepulchre)

For further details about the Chaplaincy and facilities, and current news, see the [New Hall website](#).

Monday

Before School	Morning Prayer (led by Resident Priest)
Breaktime	Sanctus Tuck Shop - Chaplaincy Chambers NHVS Sanctus
Lunchtime	Chilling in the Chaplaincy Chambers Mass & Confession NHVS Pacha Club (partnered with the Pachamama Project)
After School	Melbourne Homework Club (student mentoring scheme) Prep Bible Stories & Biscuits Faith Exploration/Confirmation

Tuesday

Before School	Morning Prayer (led by Resident Priest)
Breaktime	Sanctus Tuck Shop - Chaplaincy Chambers
Lunchtime	NHVS Tuesday Tuck In (lunch with elderly guests) Chilling in the Chaplaincy Chambers Mass & Confession NHVS Wilderness (partnered with the Wilderness Foundation)
After School	Senior Corpus - Chaplaincy Chambers Prep Silver Stories
Evening	NHVS Shaftesbury (group with learning difficulties & disabilities)

Wednesday

Before School	Morning Prayer (led by Resident Priest)
Breaktime	Sanctus Tuck Shop - Chaplaincy Chambers
Lunchtime	NHVS Red Cross Lunch (lunch with elderly guests) Play and Pray - St Francis Chapel Prep Corpus - St Francis Chapel Mass & Confession Chilling in the Chaplaincy Chambers
After School	Lego Club - Chaplaincy Chambers

Thursday

Before School	Morning Prayer (led by Resident Priest)
Breaktime	Sanctus Tuck Shop - Chaplaincy Chambers
Lunchtime	NHVS Barn Banquet (lunch with elderly guests) Chilling in the Chaplaincy Chambers Mass & Confession
After School	Senior Craft and Chat - Chaplaincy Chambers Melbourne Homework Club (student mentoring scheme)
Evening	Youth Mass (Once a month) Lecture Series (termly)

Friday

Before School	Morning Prayer (Resident Priest) Time
Breaktime	Sanctus Tuck Shop - Chaplaincy Chambers
Lunchtime	NHVS Friday Feast (lunch with elderly guests) Chilling in the Chaplaincy Chambers Mass & Confession
After School	TGIF - Chaplaincy Chambers

Sunday

Afternoon	First Holy Communion Classes Community Mass
Evening	Community Sunday Dinner with NHVS Guests

The Person

	Essential	Desirable
Catholic Ethos	<ul style="list-style-type: none"> to be a Roman Catholic priest to have a clear understanding of, and a commitment to, the aims of a Catholic independent boarding & day school and be committed to the values expressed in the Mission & Ethos Statement ability to relate effectively to students in discussing theological, moral and spiritual issues 	<ul style="list-style-type: none"> previous experience in school or university Chaplaincy work/youth ministry and/or relevant training experience and/or knowledge of the nature of work in a boarding school experience of the voluntary sector
Education, Training, Skills & Knowledge	<ul style="list-style-type: none"> to be educated to A Level or equivalent experience of working with/supporting young people excellent communication and organisational skills experience of working as part of a team 	<ul style="list-style-type: none"> a degree in Theology and/or Philosophy good IT skills musical skills, either singing or instrumental willingness to undertake training, e.g. First Aid, Fire Safety experience of supporting the faith development of young people experience of boarding education
Personal Attributes	<ul style="list-style-type: none"> to have an understanding of the importance of promoting and safeguarding the welfare of children display an enthusiastic and energetic approach to communicating about the Christian faith ability to relate effectively to students when discussing theological, moral and spiritual issues, and to nurture their faith development to have an understanding of the importance of working with children from a wide variety of religious backgrounds and experiences, and with those who do not have a faith a kind and calm disposition to have integrity and the ability to give clear and consistent witness to values of care, trust and respect 	

Job Description

New Hall School is a Catholic School, welcoming all who support its ethos. Our Christian community aims to support, encourage, inspire and empower every individual to realise their potential and become the person God wants them to be, through prayer and work. The Chaplain's role is to provide spiritual and pastoral support to the students, staff and parents of the School, bearing witness to the Mission & Ethos Statement and maintaining and enhancing the distinctive Catholic nature of the School.

The Chaplain reports to the Principal. He works closely with the Chaplaincy Team and the boarding community, leading prayer groups and undertaking Chaplaincy work, which sometimes takes place in early mornings, evenings and at weekends. Accommodation is offered to enable the Chaplain to better perform his duties. However, the School will also consider applicants for a non-residential full-time or part-time role.

1. Key responsibilities include

- 1.1 to prepare and celebrate Sunday Mass (5.30pm-6.15pm) in the School Chapel
- 1.2 together with the second priest Chaplain, to prepare and celebrate other Masses and liturgies, as required by the Preparatory and Senior Divisions, during the course of each term
- 1.3 together with the boarding staff and the Tutors, to encourage the involvement of the students e.g. to practise the readers before each Mass and to explain liturgical rituals
- 1.4 to contribute to the work of the Chaplaincy Team, led by the Principal, meeting regularly to plan events, liturgy and fundraising activities
- 1.5 to develop suitable resources and materials to enhance the Collective Worship of the School, providing materials and assistance where necessary
- 1.6 to lead assemblies and prayer groups on a regular basis
- 1.7 to contribute to the planning and delivery of the retreat programme
- 1.8 to provide guidance and Chaplaincy support within the School, in conjunction with the Diocese of Brentwood, other agencies, local priests and church/community links
- 1.9 to help to create a development plan for Chaplaincy, which contributes to the whole School Development Plan; to implement and evaluate this plan
- 1.10 to report to the Senior Leadership & Management Team, Governors, and outside agencies where appropriate, keeping them informed about the work of the Chaplaincy
- 1.11 together with the Chaplaincy Team and Communications Department, to assist in the production and circulation of posters, newsletters, and other School publications to parents, Governors, staff and various organisations and community groups, as required
- 1.12 to assist Teachers with the provision of General RE in the Sixth Form, from time to time
- 1.13 together with the external expertise provided from agencies such as the Brentwood Catholic Children's Society, to provide pastoral support, as required, for members of the New Hall community of students and staff
- 1.14 to attend Diocesan Chaplain meetings and to work with Lay Chaplains, at New Hall and in the Diocese, developing courses, activities and literature to assist young people in their spiritual journey
- 1.15 to assist the Theology Department, Subject Leaders for RE (Preparatory Divisions) and SLMT in preparation for Section 48 Diocesan inspections and to work to ensure Chaplaincy provision is of the highest standard
- 1.16 to act as an ambassador for the School in the wider Catholic community

2. Spiritual development and pastoral care of students (aged 1-19)

- 2.1 to provide support and act as an adviser, inspiring through example, and leading students in prayer
- 2.2 together with the Chaplaincy Team, to take a leading role in the First Holy Communion and Confirmation programmes
- 2.3 to work with classes, small groups and individuals to develop and support them on their faith and spiritual journey
- 2.4 to lead morning or evening prayers in the boarding houses/Chapel, as required
- 2.5 to develop liturgy both for Catholic students and staff, and those of various Christian denominations and of other faiths
- 2.6 to work with the Liturgy Group (Chaplaincy Team and Director of Music) to develop suitable activities and liturgies to mark and celebrate the major feasts and seasons of the church e.g. for Carol Services, both in and out of School, to organise the readings and reflections and to train the readers
- 2.7 to encourage participation in the annual pilgrimage to Lourdes, and other pilgrimages as required
- 2.8 to contribute to the pastoral welfare of students as it relates to School policy and social inclusion issues

3. Staffing

- 3.1 to take the lead in motivating and training staff successfully to deliver high quality collective daily worship, to support/facilitate student prayers in tutor time and to help plan student assemblies
- 3.2 to promote an understanding and appreciation of the Catholic ethos of the School amongst staff
- 3.3 to be a friend, adviser and support, inspiring through example
- 3.4 to help with sensitive issues, advising on Church teaching
- 3.5 to support all staff and specifically the Chaplaincy Team, the Senior Leadership Teams, the Theology Department and the Subject Leaders for RE

4. The wider community

- 4.1 to develop links between the School, the Diocese, parishes, and the wider community e.g. through attendance at the annual Catholic Independent Schools Conference (CISC)
- 4.2 to visit New Hall's sponsored primary academy and have input, as required, on religious and spiritual provision
- 4.3 to support the New Hall Voluntary Service (NHVS)

5. Other

- 5.1 for a suitably qualified graduate, there is the option to teach a small amount of RE/Theology, if this is agreed to be appropriate and desirable, and subject to timetable needs
- 5.2 to contribute to the wider life of the School e.g. by supporting at sports matches, attending school concerts and plays, joining students at mealtimes in the Refectory, taking an active part in whole School celebrations and events, meeting Old Fishes at reunion events
- 5.3 to have commitment to safeguarding and promoting the wellbeing of all children, in line with School policy and national guidelines
- 5.4 to understand procedures and legislation relating to confidentiality

All staff are responsible for promoting and safeguarding the welfare of students at New Hall School by ensuring compliance with the School's Safeguarding & Child Protection Policy and Procedures at all times. It is a requirement of all staff to report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead.

This document summarises the main responsibilities of the post. All staff are required to undertake whatever else may reasonably be requested by the Principal. All staff are expected to uphold, support and realise the Catholic ethos of the School, as outlined in the Mission & Ethos Statement and Aims of the School. Job Descriptions are subject to annual review.

Salary & Benefits

Salary

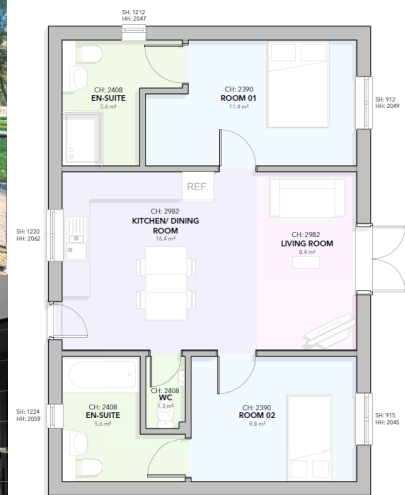
New Hall has its own salary scale. The salary for this role is £35,027pa (S10) (term time plus agreed extra days). The salary would be pro rata for part time staff.

Pension

Subject to meeting the qualifying conditions, support staff are automatically enrolled in the designated stakeholder pension scheme provided by Standard Life. New Hall currently matches employee contributions up to 4%.

Accommodation

2-bedroomed detached house on campus is available for the Chaplain. This is rent-free, subject to HMRC rules.



Barn Lodge 3, residential accommodation for the Chaplain

Holidays

If employed on a term time only contract (full time or part time), the priest Chaplain may normally take as holiday all School holidays, as published in the School Calendar. There will be exceptions, such as INSET days, and any Chaplaincy-linked activities that may be run on certain days out of term time. The Sundays before the start of each half term are working days, with evening Mass.

New Hall runs a retreat, 'The Easter People', from Maundy Thursday to Easter Sunday. The priest Chaplain is invited to be part of this, but it is not essential since there is usually a visiting priest who is booked for this.

Bank Holidays and Saturdays

There is a requirement to work on New Hall Open Days, which take place on the last Saturday in September and the Saturday before the first Bank Holiday in May.

Staff Benefits & Staff Wellbeing

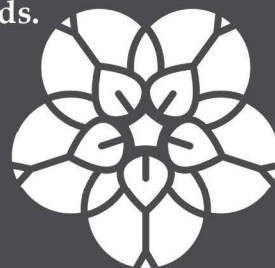
Technology

New Hall is committed to promoting the digital literacy of our students. Staff are provided with a School laptop and mobile phone.



Campus

Staff can explore the School's extensive outdoor learning areas across our 180-acre heritage grounds.



Library

Staff can make use of the School's well-stocked libraries to support professional development and personal interests.



Freshly Prepared Meals

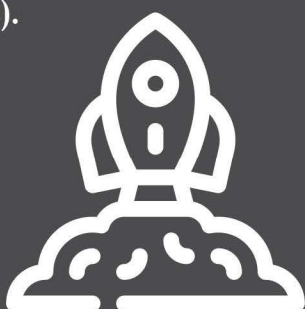
At New Hall, staff can enjoy a delicious, freshly prepared 3-course meal every day during term time - free of charge. It is a great way to take a break, refuel, and catch up with colleagues, all while enjoying the same high-quality meals that make our dining experience so special.



Leadership Pathways

New Hall's investment in staff is shown by the significant number of internal promotions: 79 current staff (27%) have had at least one internal promotion, with 39 of these staff being promoted more than once and 16 staff being promoted more than twice.

The School has a record number of staff who have gone on to Headship/Deputy Headship (15 in recent years).



Health & Wellbeing

At New Hall, staff wellbeing is important to us. Staff have access to a free annual medical check at our Health & Wellbeing Centre, book convenient on-site appointments with our School Nurses, have access to flu vaccinations at a subsidised cost, and have access to 24/7 counselling support.

School bikes are also available for staff to get around site in a fun and eco-friendly way.

Continuing Professional Development

The School has a generous CPD budget, which is exceptional in including full or part funding for degrees, diplomas, MA/ MPhil qualifications, PGCEs, DELF/DELE modern languages courses, finance qualifications (CIPP, CIMA, ACCA, AAT), HR qualifications (CIPD), music lessons and even driving lessons!

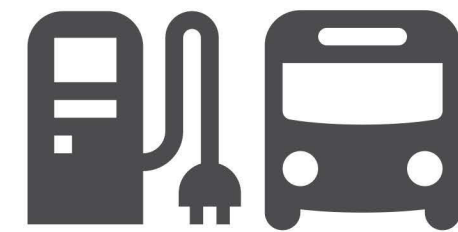
The School runs apprenticeship schemes (Early Years, Chaplaincy, horticulture). New Hall has taken a lead in training teachers, investing £250k in training teachers over a 5-year period.



Staff Socials



Every Friday after work during term time, staff are welcome to unwind in the Denford Bar – a great spot to relax and socialise with colleagues at the end of the week.



Transport

An electric vehicle fleet is available to staff for business use and staff have complimentary access to the School's bus network.

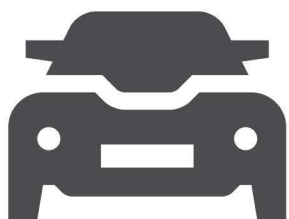
Long Service Awards



New Hall has annual long service awards, in 5-yearly intervals from 10 years, for the many staff who reach milestones of 10+ to 40+ years. Currently, 57 members of staff have given service here for 10 years or more.

Parking

Complimentary on-site parking is available for all staff.



Sport Facilities

Staff and their immediate family are able to make use of New Hall's outstanding sport facilities. This includes use of our 25-metre, 6-lane indoor swimming pool, 10 floodlit tennis & netball courts, 2 outdoor basketball courts, Fitness Suite, which comprises a range of cardiovascular equipment and free weights, and the School's Athletics track.



Activities & Clubs

Staff can enjoy clubs designed just for them - from the staff choir to ballet and language lessons - offering a great chance to learn something new, stay active, and connect with colleagues. And if you have a passion that you want to share, there is always the opportunity to set up your own club, making our community as diverse and dynamic as the people within it.

Community

Many staff recommend roles at New Hall to friends and family, and several couples have met and married at New Hall!

Recently, three generations of one family worked at New Hall, as support staff. The School employs a high number of Old Fishes (alumni), with typically 8-12 on the staff each year. Several former staff have become Governors of the School, Directors of New Hall's Multi Academy Trust or volunteers with the New Hall Voluntary Service (NHVS).



Tea & Coffee Provision

Staff enjoy complimentary tea and coffee throughout the day in dedicated staff rooms.



Staff Benefits & Staff Wellbeing (continued)

Enhanced Holidays

Enjoy additional days of holiday, the ability to take holiday in term time, and the Christmas to New Year School closure, that ensures an extended break for all at this time for family and friends.

Vocations & Faith Development



Nursery

New Hall runs an on-site Nursery for 90 children aged 1-4. Staff children have priority for places, which may be part time or full time. Staff have the option of a term-time only place, which reduces the annual cost.

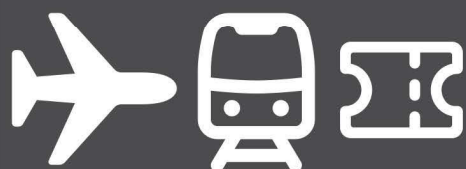


Staff have access to our beautiful Chapel and prayer spaces, and vibrant Chaplaincy. Staff may volunteer with the New Hall Voluntary Service (NHVS) or support our sister community in Rwanda, with opportunities for voluntary work overseas. Funding is provided for courses (eg the CCRS, A Level RS, organ lessons, an MA in Theology/ministry/Catholic leadership).

Staff may join groups for faith development, training in ministries and liturgical music. There are daily opportunities for collective worship: Adoration, morning and evening prayer and Mass. The Careers & Vocations Department and Chaplaincy support staff in discernment of their vocation.

Connectivity

Beaulieu Park railway station is at the entrance to New Hall's Avenue: 30 minutes to Stratford and 38 minutes to London Liverpool Street. The Elizabeth Line at Shenfield (13 minutes by train) terminates at Heathrow airport. There are nearby airports: London Stansted, London Southend and London City.



Events

From equestrian displays, inspiring art exhibitions and music concerts, to thrilling sporting fixtures, dance performances, and theatrical productions, there is always something for staff to enjoy. Our exceptional facilities provide the perfect setting for these occasions, fostering a strong sense of community spirit and pride.

Staff are warmly encouraged to attend and take part in the many events throughout the year - whether supporting students, collaborating in creative projects, or simply enjoying the lively atmosphere that makes New Hall School such a special place to work.

Location

Enjoy the best of both worlds: countryside and city. New Hall has a London commuter station (Beaulieu Park) at its front gate, and benefits from the vibrant and growing facilities of the Cathedral city of Chelmsford. Facilities abound in the city centre and nearby: sports centre and ice rink; farmers markets; shopping centres and retail parks; museum; bars and restaurants; park with weekly Park Run; activity/recreational facilities for parties and socials; centres for equestrian, canoeing and paddleboarding. Within a 25 minutes drive is a dry ski centre. A short drive takes you to the extensive Essex coast and Mersea Island.



Application Process

Department Contacts and Social Media

For further details regarding New Hall School, or an opportunity to discuss the role, please contact Mrs Katherine Jeffrey, Principal: k.jeffrey@newhallschool.co.uk, or telephone: 01245 467 588.

Instagram @newhallschool
 @newhallchaplaincy

The process is as follows:

1. Applications should be made electronically via the School's website (<https://www.newhallschool.co.uk/about/job-opportunities/>)
2. Applications will be considered until midday, Thursday 15 January 2026
3. Interviews will take place in the week commencing Monday 19 January 2026

The successful candidate may take up the role from September 2026 (or sooner) depending on notice and completion of pre-employment checks.

About New Hall School

New Hall School is a thriving co-educational boarding and day school for 1,400 students aged 1-19. Founded in 1642, it is one of the oldest Catholic schools and the largest Catholic boarding & day school in the UK. The School's ethos continues to be inspired by its founding Religious Community, the Canonesses of the Holy Sepulchre.

*"True community is where people listen to each other;
where the marginalised and excluded are included".*
(Canonesses of the Holy Sepulchre, 2023)

The charism of our founding Religious Community is service and hospitality; this is lived out in the actions of the volunteers that take part in this thriving and popular programme. Founded in 1978, the New Hall Voluntary Service (NHVS) has been providing help and support to vulnerable members of our local community for over 45 years. Volunteering for NHVS promotes an enduring community spirit, nurtures responsible citizenship and encourages student-led charitable endeavour throughout the local area.

New Hall is a warm, welcoming, and supportive community, with a staff of around 300. Staff enjoy an exceptional working environment. The main campus occupies the stunning Grade I listed former Tudor palace of Beaulieu, and is surrounded by 75 acres of beautiful parkland and heritage gardens. The School's conference and events venue is at the Grade I listed Boreham House, with 35 acres of grounds, one mile away. The School also owns New Hall Park Farm, a 70-acre site with an equestrian centre, 3-miles from New Hall.

Beaulieu Park railway station is at the entrance to New Hall's Avenue: 30 minutes to Stratford and 38 minutes to London Liverpool Street. The Elizabeth Line at Shenfield (13 minutes by train) terminates at Heathrow airport. There are nearby airports: London Stansted, London Southend and London City.

Chelmsford is a dynamic and welcoming city, with a population of around 190,000. Recognised as the *Sunday Times*' 'Best Place to Live in the East' in 2025 and 2018, and listed among the top ten best places in the East of England in 2019, it offers an exceptional quality of life. The city's rich history, vibrant cultural scene, and strong sense of community make it an attractive place to live and work.

An extraordinary school with a distinctive character and close-knit community, New Hall is popular with local, national and international families. The School is oversubscribed at key entry points. An early adopter of the diamond model, it offers a vibrant education for girls and boys, with single-sex teaching in the Senior Divisions for Years 7 to 11, and co-education in the early years, Preparatory Divisions and Sixth Form.

New Hall prides itself on the quality of teaching and learning. Seeking the highest possible levels of academic attainment is a priority. The School is equally proud to offer a rounded education, focused on developing the whole child. There is a strong emphasis on co-curricular enrichment – as recognised in its recent ISI Inspection reports. The School excels in sport, having recently been awarded Outstanding Sport in a Large School by the Independent Schools Association (ISA). Alongside traditional sports, it is home to the largest independent school ski team, benefits from a professional cricket coach, and is proud to include elite national golfers within its student body. With a well-established on-site farm, woodland school, and equestrian centre, the School makes the most of its unrivalled space to embed the many benefits of outdoor education into the curriculum for all age groups.

The School has made extensive capital investments across its estate over the past 20 years. Recent developments include: a purpose-built Nursery, a Sixth Form International Business & Languages Centre, a canopied outdoor performance space, a Chaplaincy suite, outdoor basketball courts, and a second Cookery room.

In 2012, the School established the New Hall Multi Academy Trust (NHMAT) and became sponsor of nearby Messing Primary School – an Ofsted-rated ‘Good’ school. It is now looking ahead to new ventures and exciting opportunities to further grow its partnership work.



Painted by New Hall Alumnus, Liam Merrigan

Inspection outcomes and accolades for New Hall School and its staff:

2025	Diocese of Brentwood	Catholic Schools Inspectorate	Outstanding
2025	Independent School Association Awards (ISA)	ISA Senior School of the Year Awards	Finalist
2025	Muddy's Best Schools Awards	Championing Sustainability	Highly Commended
2025	Muddy's Best Schools Awards	Passionate About Sport (Prep)	Highly Commended
2024	Independent School Association Awards (ISA)	Outstanding Engagement in the Community	Finalist
2024	Independent Schools of the Year Awards	International student experience	Finalist
2024	Muddy Stilettos	Best Schools Awards for Best Experiential Learning (Modern Languages learning through Cookery)	Winner
2024	Independent Schools Inspectorate (ISI)	School Inspection	All standards met and NHVS a 'Significant Strength'
2024	The Boarding Schools' Association (BSA)	Best Community Work	Finalist
2024	England Netball	Netball Teacher of the Year Award	Finalist
2023	Independent School Association Awards (ISA)	Outstanding Sport in a large school	Highly Commended
2019	Brentwood Diocese	Citizenship Award	Awarded
2023	Starz UK	Most Outstanding Dance School	Winner
2023	Trinity	Champion Centre	
2023	Independent Schools of the Year Awards	Independent Prep School of the Year	Finalist
2022	The School Games Mark	School Games Mark Award	Platinum
2022	Independent Schools of the Year Awards	Innovation Award for an Outstanding new initiative	Finalist
2020	Lawn Tennis Association	Education Venue of the Year award for Essex	Finalist
2019	Independent Schools Inspectorate (ISI)	Regulatory Compliance Inspection	All standards met
2019	Ofsted	EYFS Inspection	All standards met
2019	Independent Schools Inspectorate (ISI)	Material Change Inspection (increase of student roll to 1,500 and inclusion of age range 1-3 years)	All standards met
2019	National Westminster Bank	Project Respond competition – National Award	Winner
2019	Investing in Volunteers Award		Awarded

2019	Brentwood Diocese	Citizenship Award	Awarded
2018	Essex Digital Awards	School, Education or Charity Website	Finalist
2018	Essex Digital Awards	Overall Website of the Year	Silver
2018	Diocese of Brentwood	Denominational Inspection	Outstanding
2017	Volunteer Essex	Voluntary Community Service Award in the 'Who Will Care? Awards 2017	Commendation
2017	Nationwide	Award for Voluntary Endeavour	Winner
2016	TES Independent School Awards	Independent School of the Year	Winner
2016	TES Independent School Awards	Governing Body of the Year	Finalist
2016	TES Independent School Awards	Senior Leadership Team of the Year	Finalist
2016	TES Independent School Awards	Financial/Commercial Initiative of the Year	Winner
2016	Independent Schools Inspectorate (ISI)	Educational Quality Inspection	Excellent (highest category)
2016	Independent Schools Inspectorate (ISI)	Focused Compliance Inspection for schools with residential provision	All standards met
2015	TES School Awards	Headteacher of the Year	Finalist
2015	Institute of Groundsmen	Groundsman of the Year	Finalist
2014	Essex Digital Awards	School, Education or Charity Website	Gold
2014	Independent Schools Inspectorate (ISI)	Boarding inspection	Outstanding
2013	Essex Business Awards	Best Growing Business - Large Company	Winner
2013	Essex Business Awards	Excellence in Marketing - Large Company	Winner
2013	Essex Business Awards	Essex Business of the Year	Winner
2013	Essex Business Awards	Community Award - Business Sector	Winner
2013	Pearson Teaching Awards	Pearson Teaching Awards (History)	Longlisted
2013	Pearson Teaching Awards	Pearson Teaching Awards (Physics)	Winner - Teacher of the Year
2013	Pearson Teaching Awards	Pearson Teaching Awards (Biology)	Longlisted
2011	TES Independent School Awards	Outstanding Strategic Initiative	Winner
2005	Institute of Directors' Awards	Institute of Directors' East of England Businesswoman of the Year Award	Winner
2000	Chelmsford Borough Council	The Millennium Award for Helping Young People to Fulfil their Potential	Finalist
1996	Whitbread & Make a Difference Volunteering Awards	Outstanding service to the community	Winner

