
FOR JANUARY 2027

HEAD OF MIDDLE SCHOOL



Applications should be submitted no later than noon on
Tuesday 9 June 2026 through the MyNewTerm application portal.



ST ALBANS
SCHOOL



A WELCOME FROM THE HEADMASTER

I am delighted that you are considering applying to join the teaching staff at St Albans School.

Founded in 948 AD, St Albans School is one of the oldest schools in the country, with a rich heritage of academic excellence and innovation. While proud of our long history, we are a forward-looking school that prepares young people to thrive in a rapidly changing world.

Our pupils are intellectually curious, enthusiastic, and ambitious and we aim to foster in them not only academic success but also a lifelong love of learning. At the heart of our approach is the belief that passionate, knowledgeable teaching inspires pupils to explore subjects in depth, think independently, and achieve their best.

Beyond the classroom, life at St Albans School is vibrant and full of opportunity. We offer a wide-ranging and inclusive co-curricular programme, with activities spanning music, sport, drama, debating, CCF, outdoor education, academic societies, and much more. This breadth is central to the all-round education we provide, helping pupils develop confidence, resilience, and a strong sense of community.

Our pastoral care is a cornerstone of school life. We want every pupil to feel known, supported and encouraged to be themselves. We work hard to create a positive, inclusive environment where young people feel safe to take risks, learn from setbacks, and grow into thoughtful, compassionate individuals.

We also recognise that great schools depend on great staff. We are committed to supporting the professional growth and wellbeing of our colleagues. Whether through our robust programme of professional development, opportunities for career progression, or our supportive and collegial atmosphere, we aim to ensure that our staff feel valued and thrive as part of the St Albans School community.

If you are excited by the idea of joining a school that combines high academic standards with a deep commitment to developing the whole person, then I warmly encourage you to apply.

We look forward to welcoming you to St Albans School.

Joe Silvester
Headmaster



CULTURE OF THE SCHOOL

St Albans School is a community rooted in over a thousand years of tradition, yet forward-looking in its ambition. Located in the heart of a historic city, we are very much of the community we serve, not apart from it. Guided by our motto, Non Nobis Nati - "Born Not For Ourselves" - and our School Values, we encourage pupils to look beyond themselves and contribute positively to the wider world.

Pupils and staff experience a welcoming, friendly and cohesive atmosphere where newcomers quickly feel part of the community; we not only welcome diversity but actively embrace it.

Classrooms are safe and supportive spaces that foster curiosity, risk-taking and intellectual challenge. Pedagogy is rooted in research, with the School among the first nationally to be awarded the coveted Chartered College of Teaching Research Mark Plus status. Teachers are responsive to the needs of each individual and nurture both academic potential and personal growth, equipping pupils with the skills and confidence they need for life beyond the school.

Pastoral care is a defining strength of the School. All staff are trained in safeguarding and contribute to pupil wellbeing. Our pastoral care builds confidence and resilience, supported by tutors, Heads of Section, Sixth Form prefects and a large safeguarding team. Additional provision is made by our School Nurses, Mental Health Support Mentors, and Counsellor, ensuring that every pupil is well known, supported and encouraged to thrive.

The School offers a distinctive co-curricular breadth, with 200+ clubs and activities, including a wide sporting programme, vibrant performing arts, and leadership and service

opportunities through CCF and DofE. These experiences enable pupils to develop essential skills such as teamwork, leadership, creativity, resilience and empathy.

We are proud of our strong commitment to the community. Pupils engage in meaningful partnerships with local schools and care settings, and support charitable causes through fundraising and service projects, helping them to understand their responsibilities within both local and global contexts.

Looking ahead, we are excited to welcome our first cohort of girls into Year 7 in September 2026, ensuring that inclusion and community remain at the heart of all that we do.





THE MIDDLE SCHOOL

The Middle School is a dynamic and formative stage in the life of a St Albans School pupil. Pupils are guided through the Fourth and Fifth Forms as they move towards GCSEs and begins to shape the next stage of their academic and personal journeys. Ambitious, energetic and rewarding, these years in the Middle School encourage pupils to think deeply, aim high and take increasing ownership of their learning, conduct and contribution to the wider School community.

Every pupil is known, supported and challenged through a strong pastoral structure. The Head of Middle School and two Deputy Heads of Middle School work closely with Form Tutors, subject teachers, the Learning Support Department and wider wellbeing support to provide a cohesive network of care and guidance. Tutors play a central role in pupils' day-to-day experience, helping them navigate GCSE study, make good decisions and develop the confidence, resilience and independence needed for future success.

Academic ambition sits at the centre of Middle School life. Pupils follow a broad and stimulating GCSE curriculum, with high expectations around effort, engagement, organisation and intellectual curiosity. Integrity matters too: pupils are encouraged to take pride in honest endeavour, thoughtful reflection and the quality of their work. For those extending their thinking beyond the taught curriculum, the Higher Project Qualification offers the chance to pursue independent research, follow individual interests and develop a more enquiring approach to learning.

These are also years of discovery and direction. Through the School's careers programme, Fourth Form pupils complete their Morrisby Profile before discussing their strengths, interests and aspirations with their tutor. From these conversations, they begin to make informed choices about A Level subjects, future study and possible career pathways. Just as importantly, they reflect on who they are becoming as learners and young people.

A rich co-curricular life gives pupils many opportunities to grow beyond the classroom. Sport, Music, Drama, CCF,

clubs, societies, and the Silver Duke of Edinburgh's Award all play an important part in their development. Through these experiences, pupils build courage, teamwork, organisation, leadership and respect for others. They also learn to balance ambition with humility, and personal achievement with generosity.

Leadership and service are distinctive features of the Middle School. Through the Middle School Leaders programme, pupils develop communication, teamwork and leadership skills while contributing positively to School life. Fourth Form pupils may serve on the Charity Committee; in the Fifth Form, pupils are trained as mentors, offering support and guidance to our younger pupils. Such opportunities help pupils understand generosity, responsibility and service to others, reflecting the spirit of the School's motto, Non Nobis Nati.

The Middle School Diploma celebrates pupils who make an outstanding contribution to the School's values, ethos and wider educational aims. More than an award for participation, it reflects the belief that education at St Albans is about much more than examination results. Character, curiosity, service, ambition and personal growth all matter.

By the time pupils leave the Middle School, they have grown in confidence, independence and self-awareness. They have developed the habits needed for GCSE success, the maturity to make informed choices about their future and the confidence to contribute meaningfully to the wider life of the School. In this way, the Middle School provides a vital bridge between the breadth and exploration of the younger years and the greater independence, aspiration and responsibility of the Sixth Form.





THE ROLE

The Head of Middle School is an Assistant Head and member of the Senior Leadership Team, appointed by the Headmaster and reporting to the Second Master. The post holder will provide strategic and operational leadership for the Middle School. They will oversee the wellbeing, pastoral care, discipline, academic progress and wider development of pupils in the Fourth and Fifth Form, ensuring that pupils are supported, challenged and guided effectively through this important stage of their education.

Essential qualities, skills and experience

- An excellent classroom practitioner with a successful track record of helping pupils to achieve their best.
- Experience of middle leadership at Head of Year/Head of Department level or higher.
- Proven track record of successfully managing, motivating and developing pupils, including providing pastoral support.
- Experience or clear understanding of pastoral issues affecting adolescents.
- Ability to think strategically and drive improvements in pupil welfare and their wider learning experiences.
- Excellent interpersonal skills, including the ability to work with tutors, staff, pupils and parents and communicate clearly and effectively.
- Hard working with the capacity for balancing a wide range of issues, demands and competing priorities.
- Forward thinking with excellent planning and organisational skills.
- Strong commitment to the School's motto, ethos and values.
- Discreet with personal integrity.
- Natural authority with the ability to lead pupils and tutor teams by example.
- Approachable and measured in manner with the ability to set high standards whilst forming strong working relationships with pupils, colleagues and parents.
- Reflective about professional practice.
- Commitment to continuing professional development.
- Organisation, discretion, resilience, flexibility and attention to detail.
- Excellent skills in oral and written communication.
- Confident proficiency with using Microsoft Office, especially

Outlook, Word and Excel. Training will be provided on the School's Management Information System, VLE and Microsoft Teams and OneNote, if required.

Desirable qualities, skills and experience

- Experience as a Deputy Designated Safeguarding Lead or in a significant safeguarding leadership role.
- Experience of leading a year group, section or substantial pastoral team.
- Experience of working with admissions, pupil transition or induction processes.
- Experience of leading pupil voice, mentoring, enrichment or academic extension programmes.
- Post-graduate academic and/or teaching qualification

Safeguarding Children

St Albans School is committed to safeguarding young people and promoting the welfare of children. The appointee's responsibility for promoting and safeguarding the welfare of children and young persons for whom they come into contact will be to always adhere to and ensure compliance with the School's Safeguarding Policy and procedures. If in the course of carrying out the duties of the post the appointee becomes aware of any actual or potential risk to the safety or welfare of children in the School, they must report any concerns to the Headmaster or to the Designated Safeguarding Lead (DSL).



STAFF BENEFITS

We believe that our staff are our greatest asset. We are proud to offer a generous and thoughtfully designed package of benefits to support your professional growth, wellbeing, and work-life balance.

Pension Options:

- **Teaching Staff:** Access to the Teachers' Pension Scheme, a defined contribution scheme through the Aviva Pension Trust for Independent Schools, or a non-pensionable 'total cash' model.
- **Support Staff:** Access to two defined contribution schemes provided by The Pensions Trust.

Free On-Site Parking: Parking is provided at no cost to staff, with availability in the evenings and weekends too.

Complimentary Lunches: A free daily hot lunch is provided during term time for staff working over the lunch period, including vegetarian options, bistro-style dishes, homemade soups and a fresh salad bar.

Professional Development: Staff benefit from extensive professional development opportunities, which can include gaining a teaching qualification whilst working with us.

Fee Remission: All staff are eligible for fee remission, with a reciprocal arrangement in place with St Albans High School. Details are available via our HR Department.

Health Care: Staff have access to Benenden Health Care who support employee physical, mental and financial health needs including 24/7 counselling and support helpline; 24/7 access to a GP; and discounted Health Assessments.

Cycle to Work Scheme: Through Cyclescheme, staff can purchase a bike or e-bike through salary sacrifice, saving up to 42%, depending on your tax band.

Salary Extras: All staff have access to Salary Extras, our online benefits platform, offering:

- Discounts on shopping, restaurants and leisure
- Health and wellbeing programmes
- An Employee Assistance Programme
- Financial advice and guidance
- Spread-the-cost schemes for technology and motor maintenance

Staff Accident Insurance: Claim money back for certain injuries or accidents occurring in and out of the workplace.

Counselling Support: Our on-site School Counsellor is available to staff (when not fully booked by pupils) for confidential mental health and emotional wellbeing support.

Annual Flu Vaccination: For staff not eligible for the NHS flu vaccination programme, the School offers free flu vaccinations every Autumn term.

Sports and Leisure Facilities: Enjoy full access to our excellent facilities, including:

- The fitness suite before/after school and on weekends
- The swimming pool (twice weekly and on weekends during term time; extended access in holidays)
- The Sports Hall, available for private use

Library Access: Staff can use our well-stocked School Library, offering a wide selection of fiction, non-fiction, academic resources, and online materials.





PROFESSIONAL DEVELOPMENT

At St Albans School, we place great value on professional growth and warmly encourage all colleagues to continue developing their pedagogy and skills throughout their time with us. This is supported by our teacher-focused review and development process, alongside a generous CPD budget that enables colleagues to access a wide range of opportunities.

We offer an extensive programme of internal CPD where staff can explore pedagogical theory and classroom practice together. Monthly seminars, workshops, and journal clubs provide lively forums for learning and discussion, with recent themes including literacy, oracy, growth mindset, and AI. Our Professional Studies programme offers trainees and early career teachers regular, in-depth exploration of the Teachers' Standards, providing strong support during the early stages of their careers. For colleagues new to teaching, there are also opportunities to gain QTS and a PGCE in partnership with the University of Buckingham.

We are proud to support colleagues who wish to carry out their own educational research. Staff undertaking projects benefit from the guidance of a senior leader acting as mentor, helping them to refine ideas and bring innovative approaches into the classroom.

Leadership development is another key focus. Internal promotion and professional development opportunities are advertised to all staff, and we also purchase places at a variety of educational conferences, encouraging colleagues to present to the wider educational community. Current and aspiring middle leaders are invited to take part in the Forum for Leadership, where staff come together to share experiences, reflect on challenges, and develop effective approaches to leading teams.

Our vibrant academic community offers further opportunities for enrichment. The School runs several academic societies and a Sixth Form lecture series delivered by eminent speakers, all of which staff are warmly invited to attend. Colleagues are equally encouraged to share their own passions and expertise with both the staff body and pupils, contributing to the intellectual life of the School.

Whether you are at the start of your teaching journey or looking for your next challenge, you will find at St Albans School a supportive community and many opportunities to grow as a subject specialist, researcher, and educational leader.





EQUITY, DIVERSITY AND INCLUSIVITY

St Albans School is committed to promoting equity, diversity and inclusion through the creation of an environment in which individuals have the opportunity to thrive and be valued for what makes them unique. We are committed to work to eradicate discrimination and prejudice, reduce barriers to learning and promote participation for all, responding to and embracing the diversity of our pupils, parents, staff, governors and volunteers.

The School recognises the benefits of having a diverse and representative school community who value one another and the contributions everyone is able to make. We celebrate difference and we provide opportunities to share perspectives and support one another.

We are members of the Schools Inclusion Alliance and strive to uphold the stated standards. The School is committed to the principle of inclusion and opposes any and all discrimination, including that defined in the 2010 Equality Act based upon age, sex, marriage and civil partnership, gender reassignment, race (including colour, nationality, cultural, ethnic or national origins), SEN and disability, sexual orientation, religion or belief, pregnancy and maternity status. The School will take all reasonable steps within its power to ensure that members of the school community are treated fairly and have the opportunity to participate in achieving their full potential, with additional support provided where appropriate.

All members of the community are responsible for supporting an inclusive environment and there is a designated EDI lead as well as a Governance Committee. Regular training on EDI is provided for staff to ensure they fully understand, and can facilitate and support, the School's ethos and aims for EDI.

Our pupils are taught across the curriculum and co-curriculum to respect themselves and others in a tolerant, understanding and multi-cultural community. The academic curriculum is regularly reviewed to ensure it is reflective of the cultures and backgrounds of our pupils. We have a programme of diversity events and a range of societies and forums to provide support, share experiences and enable pupil voice. Through the development of skills and values, embodied in our motto 'Non Nobis Nati' (Born not for Ourselves), we empower young people to live lives which will contribute positively to the benefit of wider society.



FURTHER INFORMATION

This vacancy is for a full-time Head of Middle School.

The School has its own salary structure based on, but substantially above, national scales and a wide range of opportunities for advancement beyond the basic incremental spine. The School provides statutory induction for ECTs and will assist graduate entrants to the profession to gain QT status.

St Albans School is committed to securing equality of opportunity through the creation of an environment in which individuals are treated on the sole basis of their relevant skills and abilities. The School recognises the benefits of having a diverse community of staff and pupils who value one another and the different contributions everyone can make. All policies and practices conform to the principle of equal opportunities including recruitment, selection, training, promotion and career development. Staff are selected according to their suitability for the post, irrespective of background or protected characteristic.

A relocation package including a mortgage subsidy scheme and/or short-term single bed-sit accommodation may be available in appropriate cases.

St Albans School is committed to safeguarding young people and promoting the welfare of children. Applicants must be willing to undergo child protection screening and safer recruitment checks appropriate to the post, including checks with past employers and the Disclosure and Barring Service. All positions within the School are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

Applications should be submitted no later than noon on Tuesday 9 June 2026 through the MyNewTerm application portal available here:

www.st-albans.herts.sch.uk/information/vacancies/

The School reserves the right to make an appointment before the closing date, so early applications are encouraged.

