



ROEDEAN

Join the Roedean Team

Deputy Head: Pastoral

Girls First: Empowered, Encouraged, Engaged

ON SITE
FARM

FOUNDED
1885

50%
BOARDING

4 OFFERS FOR
OXBRIDGE

BEST EVER
GCSE &
A LEVEL
GRADES IN THE
LAST 2 YEARS

ACADEMIC
MENTORING
PROJECTS

45
ACRES

FLOOD-LIT
ALL-WEATHER
PITCH
ON SITE

125
CO-CURRICULAR
ACTIVITIES

355
-SEAT
THEATRE

GIRLS
FROM
OVER 35
COUNTRIES

£11m

BOARDING
REFURBISHMENT

125
YEARS ON
CURRENT SITE

ISI
(NOVEMBER 2021)
EXCELLENT
IN ALL AREAS

ON THE
CLIFFS
OVERLOOKING
THE ENGLISH
CHANNEL

525
STUDENTS
ON ROLL

Welcome to Roedean



Roedean is an extraordinary school on an extraordinary site – the girls play cricket and hockey with the sea’s blue in front of them and the green of the South Downs behind them, the Maths and Humanities classrooms have perhaps the best views of any in the country, and which other boarding houses have been likened to a boutique hotel? But it is not just the location, but the strong academic focus with a genuine belief in the importance of creativity and an all-round education that makes Roedean unique.

This is an exciting time for Roedean which is marking the 140th anniversary of the foundation of the School, although it moved to its current site in 1898. Ever since its foundation, Roedean has been renowned for providing girls with an exceptional holistic education, and this certainly remains the case today: the girls excel in many fields, achieving excellent academic results, while also playing music beyond diploma level, debating in the Oxford Union finals, playing Netball in Sri Lanka, and throwing themselves into partnership work in the community and beyond. Students achieve Advanced 1 in Ballet, design and race their F24 electric car, exceptional artists can finish A Level Art in a year and then complete a certificated foundation year before applying for direct-

entry Art degrees, and a team of 6 students successfully swam across the Channel to France in June 2022, after which a student in Year 12 made the crossing solo in July 2025.

The School numbers around 525 students, and about half of that number are day girls, joined by boarders from over 35 countries.

Roedean is clearly thriving and, in addition to the evident success in the Arts and particularly STEM subjects, as well as in many areas of school life beyond the curriculum, it is wonderful that the findings of our last three ISI Inspection reports in 2016, 2021, and 2025 all highlighted the excellence in Roedean provision and outcomes for students. Despite current pressures, it is clear that the School is in fine fettle, and where it will be in the coming years is an exciting prospect.

Roedean really is a great place to work – we hope that you would like to join us.

Niamh Green
Head

The Role

Roedean is seeking to appoint a Deputy Head: Pastoral from January 2027 or sooner. This is an exciting and challenging whole school role which would suit a candidate with experience of pastoral leadership. This is a residential role and accommodation suitable for a family will be provided.

The Pastoral ethos at Roedean is one in which a large team of experienced and dedicated colleagues support the pupils in their pastoral and academic lives to ensure they are known, listened to and able to resolve any issues quickly and confidently. The successful candidate will share an approach to the girls underpinned by kindness and genuine understanding, and will value the strong collegiate nature of the wider pastoral team of Heads of Year, HMs, health centre and counselling teams, and Pastoral Managers.

The Deputy Head: Pastoral is a key member of the Senior Team, and this is a great opportunity for a highly qualified and experienced individual to take the lead at an exciting time as Roedean heads towards its 150th anniversary in 2035.

The Deputy Head: Pastoral will take responsibility for leading the School's pastoral strategies to ensure the progress and welfare of every pupil. This role includes the role of Designated Safeguarding Lead.

The successful candidate will be responsible for delivering and developing high quality pupil-centred pastoral care across the school, including boarding, and for developing and monitoring pastoral support for pupils. The role will lead the delivery of the School's priority to ensure high quality welfare, support and progress for all pupils.

Key Areas of Responsibility:

The Deputy Head: Pastoral will have strategic and operational oversight of all matters relating to the pastoral care of the students. This will include the development of:

- Pastoral & welfare strategies for all pupils
- A first class, innovative health and welfare provision as well as the school's boarding provision
- Strategies to ensure excellent attendance, promote high standards and outstanding behaviour
- Pupil leadership roles across the school community
- Policies relating to pastoral care, health and welfare of pupils
- PSHE, British Values and SMSC in the curriculum

Line Management and Key Line Management Responsibilities:

The Deputy Head: Pastoral is a key member of the Senior Team and reports directly to the Head. The Deputy Head will support the Senior Team in recruiting new members of staff by shortlisting candidates, conducting interviews and safer recruitment processes. Senior Team are expected to attend all key school events ensuring pupils, parents and visitors have a high quality experience.

The Deputy Head: Pastoral will be expected to deputise for the Head during absence, and will line manage the following personnel: Assistant Head: Pastoral, Heads of Section, Deputy Designated Safeguarding Leads, Lead Nurse, Attendance Officer and Senior Boarding HM.

Main Duties

Senior Team

- Work alongside the school's academic leadership team to ensure a cohesive, supportive experience for pupils.
- Manage communications with parents, responding effectively and efficiently to any concerns raised.
- Contribute to the whole-school approach promoting equality and diversity.

- Promote the effective communication of the school's pastoral ethos to ensure the provision of information and guidance across the school community.
- Ensure a high-quality experience for prospective and new pupils through support for admissions and through the planning and delivery of tailored induction programmes.
- Review and update the school's policies relating pastoral care, health, welfare and boarding.
- Ensure regulatory compliance and inspection readiness for all areas relating to pastoral care, pupil development, health care and boarding.
- Maintain high quality communication with all members of the school community by contributing to bulletins, briefings, weekly reviews and staff/pupil handbooks.
- To effectively manage budgets and resources for a number of key areas associated with pastoral, boarding and pupil welfare.

Pastoral

- Maintain and develop the effective delivery of pastoral care and support by leading key pastoral teams and staff.
- Work with the Heads of Section to develop the form tutor role, ensuring tutors in each year group offer high quality, tailored support to the pupils.
- Work with the Heads of Section to ensure assemblies and year group events are well-planned, relevant and support whole-school aims and ethos.

Welfare

- To be the attendance champion and ensure attendance is monitored and appropriate systems and communication are delivered.
- Work with the Lead Nurse to develop the Health Centre provision, ensuring the service offered is high quality and pupil-centred. To be the Allergy Lead and Asthma champion.
- Work with the Lead Counsellor to ensure the counselling service is effective and can provide timely support to pupils and staff.
- Develop an effective and appropriate programme of supervision throughout the school day including duties at break and lunchtimes, and in the houses.

Boarding

- Lead the Boarding strategy.
- Oversee an outstanding Boarding experience for all students including an inspirational evening and weekend programme.
- Oversee the Boarding Team ensuring high quality provision for all boarders.
- Work with the Boarding Team and Senior HM to ensure boarding provision is outstanding and that support and communication for boarding parents, guardians and pupils is consistently high quality.
- Work with admissions to allocate pupils to boarding houses and tutor groups taking into account all key background information for pupils.
- Be on the Senior Team on-call rota for evenings and weekends.

Student Personal Development

- Lead the Mental Health Strategy.
- Oversee the Female Health Programme.
- Work with the Assistant Head to deliver high quality PSHE/Life Skills and SRE programmes for each year group.

DSL

- Take lead responsibility for all safeguarding and child protection matters arising at the School, and to support all other staff in dealing with any safeguarding and child protection concerns that arise.
- Ensure that the required training is in place for all staff and trustees ensuring the required levels of training and high levels of compliance in relation to all statutory duties around safeguarding.
- Ensure that all staff understand their responsibility to promote the safeguarding and welfare of both the children for whom they are responsible, and those who they come into contact with.

Person Specification

- An excellent teacher who will serve as a role model to others, with proven experience of middle or senior leadership that has impacted across the school
- Experience of working in a boarding school
- A skilled communicator with the confidence and charisma to inspire and engage staff, parents and girls
- The ability to build relationships outside school with other education professionals, and keep abreast of developments nationally and internationally
- A positive and practical individual and team player with the ability to take both a long-term strategic approach and to handle situations immediately as they arise
- A willingness to work with others, and the ability and readiness to adopt a flexible approach as dictated by circumstances
- A person who is able to relate to and understand the difficulties and problems faced by staff, parents and girls, and possessing the skill to make positive interventions in order to help overcome them
- The diplomacy and tact to manage difficult conversations with a high degree of sensitivity
- A person possessing high-order management and administrative skills and adept in the use of IT
- A person of principle, sincerity and integrity who would serve the Head and school with unswerving loyalty and commitment
- Strong leadership skills, tact and diplomacy, a willingness to consult others, and the ability to command respect.
- An understanding of the main trends and issues in education, boarding and pastoral care, with the ability to develop a vision and plan
- The ability to present himself or herself well, be visible and accessible to others and show sound political awareness.
- A track record of identifying priorities and of getting things done efficiently and effectively, including the successful management of change
- A strong commercial and financial awareness
- A commitment to personal development and improvement
- A person whose values are in line with those of the aims of the school
- The ability to shape the ethos and culture of the School

The particular roles and duties of the Deputy Head may change due to the rotation of responsibilities amongst the team of Deputy Heads to provide all round school leadership experience.

The Package

- Salary:** The post is remunerated on the senior leadership pay scale.
- Hours:** The post holder will be expected to work such hours as may be reasonably required of them or as may be necessary for the proper and efficient performance of their duties. These could be extensive with out-of-hours work demands.
- Allocation:** The person appointed will be expected to teach between 0.2-0.4 of a full timetable, amounting to approximately 6-8 periods per week. However this allocation may change (up or down) if needs arise and the person will need to be able to show the flexibility to take on additional teaching duties if required
- Accommodation:** Self-contained accommodation suitable for a family will be provided

Other Benefits include:

- **Accommodation** - Free onsite family accommodation at no cost in terms of rent or bills, with the exception of private telephone calls and TV licence. This will, however, be subject to a benefit in kind charge
- **Pension** – Contributory pension scheme
- **Remission of fees** for a daughter attending the school, in line with the current policy of the School Council, subject to the usual standards and procedures for admission (currently 40% - pro rata for part time staff)
- **Death in service benefit**
- **Dining and refreshment facilities** throughout the school day whilst on duty
- **Sports and Leisure** – use of the swimming pool, fitness suite and tennis courts (subject to availability). Weekly yoga classes are available after work
- **Wellbeing** – Staff have access to a confidential advice and telephone support service. Regular staff social events
- **‘Cycle to Work’ scheme**
- **Free parking on site**

The School does not have a licence to sponsor migrants under the worker or temporary worker routes. Individuals who wish to work at the School will therefore need to hold or establish immigration status that allows them to work in the UK. The School is legally required to check that all successful job applicants hold the right to work in the UK before work can commence.

Safeguarding

The post holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the School’s Safeguarding and Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School’s Designated Safeguarding Lead or, if he/she is the School’s DSL, to the Head and relevant agencies.

Roedean is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS), a Prohibition from Management Check, a Prohibition Order Check and a safeguarding interview.

Roedean is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Roedean. At Roedean School we are committed to building a diverse and inclusive workplace, so we encourage you to apply even if your past experience does not align perfectly with every qualification or experience in the information provided.

How to Apply

Applications should be made via the My New Term Application Form. This can be found by clicking the ‘Apply Now’ button on our website (www.roedean.co.uk/Vacancies). Please note we do not accept CVs.

If you have any questions about the role, please contact Louisa Butler - vacancies@roedean.co.uk.

Closing date for applications is 9am, 1 June 2026.

Due to the need to appoint quickly, we reserve the right to interview and appoint at any stage of the process.

This job description may be reviewed from time to time in light of changing circumstances and if it is necessary to amend/alter this, those concerned will be consulted.

Why Teach at Roedean?



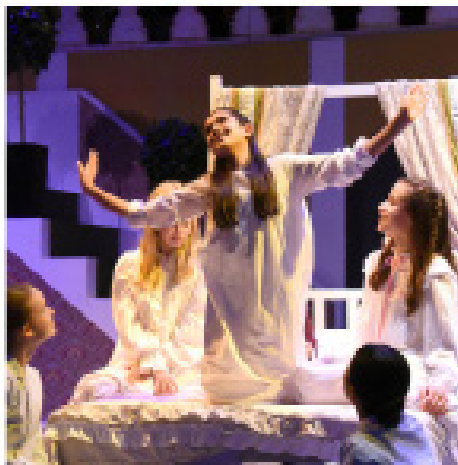
At Roedean, we are seeking talented and dedicated members of staff with a passion for their subject and for education per se; they will be teachers who are experts in their subjects and will challenge the girls to think for themselves and become independent in their learning. The enthusiasm of our teachers is complemented by regular opportunities for the girls to meet and hear from successful female role-models, such as at our annual International Women's Day Festival, when over twenty speakers come to Roedean, and Baroness Floella Benjamin, who addressed the entire School at a recent Black History Month Lecture, was a true inspiration.

It is a genuine pleasure to teach the girls – they are engaged and motivated, and this is clear from their academic achievements. In 2025, the students achieved outstanding A Level results, with 22% of all grades at A* and 50% at A*-A. At GCSE level, the 2025 results were the best ever, with 37% of 1178 entries awarded Grade 9, and this was by far the most common grade. We are delighted that the girls consistently achieve excellent academic results, and this provides a strong springboard to success in Higher Education and beyond. It is noteworthy that 43% of last year's leavers went on to study STEM subjects at university, highlighting that

the School bucks the 'girls can't do Science' stereotype. Furthermore, Roedean had 100% success rate for those holding offers for Oxbridge, Law, and Medicine, while others took up places to read Fashion at Kingston and a Sports Scholarship to Bucknell University in USA.

In our teachers, we are looking for quality and enthusiasm, and a desire to spark the girls' intellectual curiosity and watch them grab whatever they discover and run with it. Our aim is for the students to become life-long learners and leaders, always keen to undertake new challenges and learn from their experiences, and Roedean has the same wish for its staff; the School is happy to provide support and training to facilitate professional development if needed.

Teachers at Roedean work excellently as part of a team, prioritising the girls' interests, and giving them support and space to develop their talents and interests. The staff enjoy strong and meaningful relationships with the girls, characterised by mutual trust and respect. If you are passionate about getting the best out of every single girl, and watching them grow into independent and resourceful young women, a job at Roedean is for you.



The School Today

Roedean numbers around 525 girls, bringing together students from over thirty-five countries around the world and those who live very locally; these different cultures and experiences add a great deal to the girls' experience, particularly in our increasingly globalised society, and ISI Inspectors remarked that 'the cultural development of pupils is excellent', and commented on the 'mutual tolerance and respect' which came from the integration between pupils from different countries, and between the day girls and those who board.

Founded in 1885 by three sisters to provide 'a thorough, physical, intellectual and moral' education with 'as much liberty as is consistent with safety', the School has always broken the mould. Today, Roedean is determined to empower the girls to challenge themselves to realise their considerable potential; they are given the opportunity to grow up at their own pace, not constrained by finite expectations, and they have the freedom to develop their talents and passions.

Roedean's ethos is clearly focused on the remarkable benefits of a holistic approach to education, in which academic pursuits are complemented by a wide range of co-curricular activities, and the founding Lawrence sisters would be delighted with their legacy today. With over 125 activities on offer every week, the girls enjoy international travel opportunities, a Farm on the school site, the annual House Drama Festival, and our flood-lit all-weather pitch at the heart of the School. Roedean girls excel in a range of sports, and many musicians and dancers perform

beyond Grade 8 level – all such activities have their own intrinsic value, but they also have huge benefits for the girls' academic endeavours. Our 'Wild Fridays' programme sees all of Year 7 and 8 spending every Friday afternoon outside, learning bushcraft skills and orienteering, looking after the animals on the Farm, and outdoor adventure – and they love it! All girls in Years 9 and 10 undertake Bronze and Silver Duke of Edinburgh's Awards, and some also have the opportunity to join the CCF contingent at Lancing College.

Our partnership with St Mark's Primary, in the Whitehawk estate, is hugely rewarding for the pupils at both schools – there are a range of joint weekly activities, we fund-raised and built a Library on their site from scratch, and one year-group comes to Roedean each week for a morning of academic and sporting enrichment. Furthermore, the Roedean Academy, a programme of academic enrichment for Year 10 students, brings together academically gifted and engaged students from six local schools in the maintained sector with those at Roedean, to challenge their academic expectations and broaden their horizons.

Philanthropy is also central to what we do. 100 hot meals are sent each week into the community to feed the homeless in Brighton, 12 girls travel to Moldova each year to teach English to Ukrainian refugees and Moldovan orphans, and the community raised over £48,000 for a range of charities last year.



ROEDEAN'S ETHOS

At Roedean, there can be no doubt that the girls' rounded education 'makes a considerable contribution to their personal development' (ISI Inspection), and it is precisely this which produces independent and creative young women who will make their mark in the world. In the same way that Roedean encourages the girls to pursue a

variety of interests, we expect the staff to be committed to the busy life of this boarding school; it is wonderful when staff join the orchestra or play in the staff-student sports fixtures, and the girls love it when members of staff congratulate them on their role in the previous night's play or the goal they scored in the fixture at the weekend.

ROEDEAN'S CAMPUS AND FACILITIES

Roedean is located on a beautiful 45-acre campus, and owns a further 75 acres of land adjacent to the site. It is the only school in the UK to be set within a National Park and on a coastline, as well as being in the boundaries of a vibrant city. The Grade II listed main building and Keswick House were designed by the leading Victorian architect and Roedean parent, Sir John Simpson, who also designed the original Wembley stadium. The main building incorporates the four main boarding houses, the dining rooms, the Library, and the teaching and administration spaces. Later additions include the Chapel, Science Laboratories, the Theatre and dance studios, the Music wing, Keswick House, and Lawrence House. We also have

an indoor swimming pool, a Sports Hall, which includes a multi-gym, and numerous playing fields to the front and side of the school. With a £1½ million refurbishment of the Sixth Form facilities in 2019, a small Farm on site with sheep and pygmy goats, a refurbishment of our 355-seat Theatre in 2021, and an all-weather flood-lit pitch at the heart of the School, Roedean certainly has wonderful facilities and buildings. A transformation of the Library was completed in April 2024 and delivers an outstanding study, research, and exhibition space within the School's original school hall, further enhancing Roedean's academic provision.





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