



# Head of School Appointments

Candidate Information, September 2023

Reference: LBIRB

Saxton Bampfylde



KING EDWARD'S SCHOOL  
BIRMINGHAM



KING EDWARD VI  
HIGH SCHOOL FOR GIRLS



# 01 WELCOME

As Chief Master & Principal designate, it is my great pleasure to introduce King Edward’s School (KES) and King Edward VI High School for Girls (KEHS) to you.

KES and KEHS are leading schools in the country, providing an intellectually stimulating and rich and varied education in which pupils from a wide range of backgrounds excel and thrive. The schools are among the most diverse independent schools in the UK.

The Head of School roles are a new leadership role, following my appointment as the first Chief Master & Principal of KES and KEHS, from September 2024. The two Heads of School will work closely with me to build on the outstanding strengths of both schools, and deliver a new strategic vision in this exciting new chapter of their history. Alongside me, they will be a figurehead for each school, and lead an internal team of highly experienced and committed staff, as well as some cross school staff, together with the other Head of School. There will also be opportunities to make an impact more widely in the city through collaboration with the other Heads in the King Edward VI Foundation.

The successful candidate for each role will be an exceptional leader, ambitious for the pupils and school, and will possess strong collaborative skills as well as integrity. I have relished leading King Edward VI High School and engaging in joint activities with King Edward’s School over the past three years: both schools are stimulating and creative environments, and I believe the Head of School role in each school is a very exciting proposition.

If this inspires you to apply, I will very much look forward to meeting you and welcoming you to KES and KEHS.



**Kirsty von Malaisé**  
**Chief Master & Principal designate**





## 02 ABOUT US

The King Edward VI Foundation is one of the most significant educational charities in the UK. King Edward's School and King Edward VI High School for Girls are part of the Foundation, which also sponsors an Academy Trust, comprising six outstanding selective grammar schools and five non-selective secondary academies. Further expansion is envisaged, helping the Foundation to fulfil its long-term aim of improving the life chances and educational experiences of more children in Birmingham in line with its ambition to make the city the best place to be educated in the UK.

The Foundation is located at the top of the driveway to King Edward's School and it is from there that the various administrative and support services are run under the leadership of the Chief Executive.

The Schools moved to the current Edgbaston site from the centre of Birmingham in the 1930s and the main school buildings date from that time. However, they have been significantly enhanced in recent years through the immense generosity of several alumni and other supporters of the Schools. The Sir Paul and Lady Ruddock Performing Arts Centre, opened in 2012, provides a 400-seater auditorium for large-scale performances, a drama studio, a professional-standard dance studio and many practice rooms and is shared between the Schools.

At King Edward VI High School for Girls, exclusive Sixth Form facilities were transformed in 2021 and a new Design Centre, which opened in 2023, is supporting the delivery of GCSE Design and Technology and GCSE Computing, in addition to providing enhanced spaces for art.

At King Edward's School, the Andrew Brode Wing, which opened in 2013, houses the Modern Languages department, well-equipped science laboratories and a wonderful Sixth Form Centre. There have also been significant investments in specialist indoor and outdoor facilities for sport, including the Andrew Brode Sports Centre which opened in 2019, and KEHS had its first indoor cricket nets installed in 2023.



There are more than 30 acres of playing fields, natural and artificial, immediately adjacent to the main School buildings, which are surrounded by the University botanical gardens, a lake and nature reserve. And yet, it is only a ten-minute bus ride from the cultural heart of the UK's second city where you find Birmingham Symphony Hall and the Hippodrome, home of Birmingham Royal Ballet.

The Schools benefit from a number of excellent transport links including multiple bus routes, cross- and inter-city train lines, and a newly extended cycle highway. Neighbouring suburbs, including Harborne, Bournville and Moseley, are attractive and affordable, and there are many other appealing residential areas in the region, both urban and rural, to suit all tastes, families and budgets. There are also many good primary and prep schools, with which the Schools have good links.





KING EDWARD VI  
HIGH SCHOOL FOR GIRLS

## 03 KING EDWARD VI HIGH SCHOOL FOR GIRLS

King Edward VI High School for Girls (KEHS) is one of the leading girls' schools in the country with outstanding academic results and a large and varied programme of co-curricular activity. The School was founded in 1883 and counts the actress Lindsay Duncan and the BBC correspondent Reeta Chakrabarti amongst its alumnae. The School is an independent day school with 650 girls aged 11-18 and is part of the King Edward VI Foundation, which has 13 schools in Birmingham. The School is situated on a beautiful 50-acre campus in Edgbaston, which it shares with King Edward's School (KES).

At KEHS, we provide an outstanding education for able girls who relish original ideas and new challenges. Staff are passionate about their subjects and seek to inspire a love of learning for its own sake, in a remarkably supportive community. Girls combine a rigorous academic education with a huge range of high quality co-curricular activities, preparing them for a wide array of Higher Education courses and careers.

The School is synonymous with intellectual ambition, with a mission to provide the best possible education for the brightest girls in and around Birmingham irrespective of their social or economic background. Over 20% of pupils have some kind of financial support and almost 10% pay no fees at all. The funds for this are provided by the King Edward VI Foundation and through the generous donations of alumnae and other organisations.



### ACADEMIC SUCCESS

KEHS regularly ranks as one of the top-performing academic girls' schools in the country. Academic standards in the School are extremely high: in 2023, 43% of A Level grades were A\*, 78% were A\*/A and 95% were A\*-B. GCSE results were similarly outstanding, with 59% of grades being grade 9, 85% being grades 9/8 and 97% being grades 9-7. The School has a long history of sending girls to the very best universities to read a wide range of subjects. The School was rated "excellent" by the Independent Schools' Inspectorate in 2019 and is named as one of the best value independent schools by the Daily Telegraph regularly. It has been ranked the top academic school in the West Midlands by The Sunday Times Schools Guide for the past three years.



## 04

**CO-CURRICULAR**

Our co-curricular programme is central to girls' intellectual and character development, as they grow in resilience, confidence and a sense of the difference they can make.

There are over 70 extra-curricular activities on offer each week, ranging from Chess to Model United Nations to Ultimate Frisbee.

The School produces music and drama of an exceptional quality, with a biennial performance in Symphony Hall in Birmingham. These activities were enhanced further by the construction of the Sir Paul and Lady Ruddock Performing Arts Centre, a joint £11 million facility shared with King Edward's School, which opened in 2012. There are many opportunities for students to perform, whether in the Junior or Senior Productions, or simply in Drama Clubs. The Dance Production is an annual highlight, with over 150 participants each year.

Sport is also a vital part of school life, and many teams compete at regional and national level in hockey, netball and rounders along with other sports including cricket, water polo, fencing and Ultimate Frisbee. The School has its own sports hall, with indoor cricket nets, gym, swimming pool, two astro pitches and several netball pitches and tennis courts on site, together with an international-standard athletics track in partnership with the University of Birmingham and King Edward's School.

Girls have access to a wide variety of educational visits and trips, from language exchanges to music and sports tours, with more local visits to museums such as the National Space Centre in Leicester and field trips to Malvern and Dorset. We are pleased to welcome visiting academics and alumnae to offer talks and lectures to the girls.

We have a thriving partnerships programme with local primary schools and other schools within the King Edward VI Foundation, and girls are also encouraged to give their time and energy to make a difference to others through charitable service.

**PASTORAL SUPPORT**

Pastoral care at KEHS is focused on knowing girls as individuals, as well as being proactive about the issues they are likely to experience collectively. Our school is characterised by diversity and inclusion with a compassionate approach.





KING EDWARD'S SCHOOL  
BIRMINGHAM

## 05 KING EDWARD'S SCHOOL

King Edward's School, Birmingham is driven by a shared belief in the transformative power of a broad, intellectually demanding and accessible education in a young, ethnically diverse city. It is also one of the most successful and significant boys' schools in the country.

Founded in 1552 by Edward VI, King Edward's School is the founding father of the King Edward VI Foundation and has always been a central institution in the city of Birmingham which it serves. It is located on a stunning 50-acre site in Edgbaston, which it shares with King Edward VI High School for Girls (KEHS), and educates around 900 day boys, aged 11 to 18.

In recent years, the Chief Master and Governors have strengthened their commitment to King Edward's School as a catalyst for social mobility, a place of academic excellence and a community whose strength derives from its social diversity and multi-cultural understanding. Around 20% of pupils receive some kind of financial support and around 10% pay no fees at all.

We seek to provide the best possible education for the brightest boys in Birmingham, whatever their background. There is a strong belief in the power of education to transform lives and a commitment to a truly challenging, intellectual, rich and broad education. We are an IB World School, offering the International Baccalaureate (IB) Diploma in our Sixth Form, which supports the intellectual life of the School and provides a holistic education appropriate to the challenges of the 21st century.



### ACADEMIC SUCCESS

King Edward's is an academic school and an intellectual school, where students are clever and hardworking, full of character and originality. It was named the West Midlands Independent Secondary School of the Decade by The Sunday Times Schools Guide 2021. In 2023, 44% of GCSE grades were 9s, 69% were 9-8s and 88% were 9-7s. For the IB Diploma in 2023, eight boys gained 44 or 43 points and one in five achieved a score of 40 points or more, above the UK average of 16%. Our pupils' average IB Diploma score was 35.6, surpassing the world average of 30.24. Each year, boys leave King Edward's to pursue their studies at some of the UK's, and indeed the world's, leading universities. King Edward's students are very active in academic competitions in mathematics, science, public speaking and debating, and teams regularly win national competitions.



## 06

## CO-CURRICULAR

There is a very wide range of expeditions and outdoor activities for younger students and, each year, a large number of students undertake the Duke of Edinburgh's Gold Award; the CCF also thrives with RAF, Army and Navy sections. In total, there are over 140 trips and expeditions annually for students of all ages in term time and the holidays.

Sport is central to life at the School and benefits from excellent facilities, indoors and out. The School has extensive grass facilities, the use of three hockey astro pitches, one of which opened in 2015 and has a modern pavilion, and an international-standard athletics track in partnership with the University of Birmingham and KEHS. The £5m Andrew Brode Sports Centre opened in 2019, featuring a sports hall and a gym. A number of the KES facilities were used as training venues during the Birmingham 2022 Commonwealth Games. A great variety of sports are offered at King Edward's, including water polo, fencing, table tennis and archery, in addition to rugby, hockey and cricket.

Music is quite exceptional, and supported by a number of music scholarships. Art is likewise of outstanding quality. There are three major concerts in the year, with one being held biennially at Birmingham's Symphony Hall, and numerous opportunities for smaller ensemble playing and student-led performances. Drama is as diverse and extensive as music, with the highlight of each year being the Junior and Senior Productions. The stunning £11m Ruddock Performing Arts Centre is the focus for these activities, with its facilities being shared with KEHS. Design and Art are central to the students' experience. The Barber Institute, one of the country's finest small art collections, is across the road, and our pupils are regular visitors.

We have a thriving partnerships programme with local primary schools and other schools in the King Edward VI Foundation, and boys in all years are encouraged to give their time and energy to make a difference to others through Service.



## PASTORAL

At King Edward's, we believe that the health, wellbeing and happiness of our boys is critical to their development and success. Pastoral care is at the heart of all that we do and we aim to create an environment where boys feel valued and supported so that they can make the most of their time here and achieve more than they imagined possible.



# 07 THE ROLES

## Head of School, King Edward's School Head of School, King Edward VI High School for Girls

The new Head of School role is an exciting opportunity for an ambitious Deputy Head to run the day to day operations of a leading school in the UK, as well as having some strategic oversight in the schools' development. Working under the newly appointed Chief Master & Principal (CMP) of KES and KEHS and Headmaster of the Foundation, the Head of School will represent the school, and have autonomy over his/her internal team. S/he will play a key role in the Independent Schools Executive Team, ensuring continued success for the school, as well as working with the other Head of School towards greater alignment and parity of pupil and staff experience.

Both KES and KEHS provide an intellectually stimulating and rich and varied education in which pupils from a wide range of backgrounds excel and thrive. The school is one of the most diverse independent schools in the UK.

Duties are not exhaustive but likely to include the following and whatever is reasonably expected of the postholder.

### KEHS/ KES focus

- To contribute to the strategic vision for the Independent schools through regular meetings of the CMP's Executive Team, to delivering the strategy in the school, and, by having a willingness to see his/her school evolve as needed, to meet the wider needs of the Independent Schools
- To contribute to the Independent Schools' shared principles and responsibility for their delivery in the school
- To participate in, and contribute to, Independent Schools Governing Body (ISGB) meetings and ISGB sub-committees
- In conjunction with the other Head of School, to stand in for the CMP in her absence





## 08

- To develop excellent working relationships with the CMP, other Head of School, and joint staff in the Executive Team
- To be responsible for strategic oversight of one of the following areas in aligning the schools more closely: Curriculum; Pastoral, Wellbeing and Inclusion

### Leadership

- To be a visible advocate for the school, in conjunction with CMP promoting it energetically
- To create, regularly review and implement the school's strategic plan
- To communicate the Independent School strategy and the school strategy to staff and other stakeholders
- To provide reports and commentary on the school's achievements against agreed performance indicators
- To ensure that safeguarding and child protection policies and procedures are at the heart of school operations
- To ensure that the school is compliant with ISI standards
- To form a clear view on the internal management structure of the school's senior management team, and to build an empowered and high performance team
- To advise the CMP and other key personnel on risk, threats, and opportunities relating to the school
- To uphold and promote the culture and ethos of the school
- To play a lead role in school events, as determined by the CMP
- To attend Foundation Education Group (FEG) meetings and develop strong links with other Foundation Schools

### Academic and Co-Curricular

- To ensure that the academic and co-curricular offering is excellent, and that examination results remain outstanding

- To promote excellence in teaching and learning, and to encourage innovation
- To monitor, evaluate and review classroom practice; celebrate and promote excellence, challenge under-performance at all levels and ensure appropriate action
- Seek to enthuse both pupils and staff with the sense of being part of a 'learning organisation' by modelling enthusiasm for learning and encouraging the development of life-long learning habits
- To provide regular, transparent reviews of school data
- To oversee the structure, breadth and balance of the school's curriculum and co-curricular offer
- In conjunction with the Director of Independent Schools Sixth Form, to ensure quality of experience for pupils
- As appropriate, to undertake a limited timetable of teaching

### Pastoral

- To ensure that the school offers excellent pastoral care to all its pupils
- To ensure that all safeguarding requirements are implemented in the school and that there is a culture that puts the care, safety and welfare of children at the centre

### Pupil relations

- To act as a role model for pupils and to take an interest in their lives
- To support school events such as concerts, sporting fixtures and productions, and to deliver assemblies
- To ensure equality of opportunity to all pupils
- To work with the Senior Deputy Head on disciplinary matters, as required



09

### Parental Relations

- To be the day to day lead contact in the school, with a focus on creating strong relationships with parents, including taking the lead in addressing formal parental complaints
- As appropriate, to be the point of contact for parents and prospective parents in matters relating to their child's education
- To communicate clearly with parents and carers to engender a climate of mutual support
- To be the school's figurehead, and be present at events, to which parents are invited

### Staffing

- To foster excellent relations with school staff ensuring a strong sense of community
- To ensure that systems are in place to encourage all staff to be active in their personal and continuous professional development
- To ensure that appraisal is carried out in the school
- To develop an ethos which ensures regular involvement of staff in school developments and encourages collaboration, innovation and individual and team creativity
- By agreement with the CMP, to lead the recruitment and selection of staff for the school
- To ensure that quality training is provided to staff, in line with the school's strategic aims
- To take a lead in managing the use of staffing resources in the school
- To chair the Staff Forum meetings (KEHS) and ensure the wellbeing of staff

### Finances, ICT, HR, Estates

- To participate in determining the budgetary, estate and ICT needs of the school

### Marketing, Admissions

- To build and maintain relationships with prospective and current parents, feeder preps and primary schools, in conjunction with CMP
- To play a key role in Open Days and other marketing and information events
- To play a key role in interviewing and contributing to the final decisions on admissions

### Fundraising

- To identify opportunities for the school, and to play an appropriate role in any subsequent activity
- To support fundraising events as appropriate





# 10 PERSON SPECIFICATION

## Expertise

- Experience as a Deputy Head or equivalent
- Ability to demonstrate success in a number of previous roles
- Experience of change management
- Experience of implementing operations, systems and procedures
- A good understanding of what makes an outstanding modern education, and of current and future educational issues
- A good understanding of how to create a positive school culture

## Personal Qualities

- Committed to creating an inclusive environment where every member of the school community is known and valued
- Strong presence and presentation skills
- Ambitious for the school and committed to their continued leadership development
- Has the highest expectations for pupils' learning and achievement
- Able to demonstrate creative and innovative thinking with evidence of recent success
- Able to demonstrate ongoing professional development and a commitment to developing others
- Is articulate and approachable with excellent interpersonal skills, both in person and in writing
- Integrity and professionalism
- Able to prioritise and demonstrate personal organisation, time management and strong leadership skills especially under pressure
- Ability to make considered and objective decisions and to prioritise effectively

- Willing to work some Saturdays and commit to a share of attendance of school events in the evenings, while maintaining a good work/ life balance
- Committed to collaboration and thrives in a team dynamic
- Resilient and able to perform consistently well in a busy and demanding environment





## 11

## APPOINTMENT TERMS

The King Edward VI Foundation Birmingham offers a competitive package dependent on the experience of the candidate, including 60% fee remission.

## HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to the King Edward VI Foundation on this appointment.

Candidates should apply for the role through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code **LBIRB**. Click on the 'apply' button and follow the instructions to upload a CV and cover letter.

Please note that shortlisted candidates will also be required to complete a school application form.

The closing date for applications is noon on **Friday 20th October 2023**.

### Equal opportunities

The Foundation's mission is to make Birmingham the best place to be educated in the UK. We are committed to creating an ethos and culture of inclusion in our schools, for the benefit of all staff, pupils and governors. We believe that all Staff should thrive irrespective of race, religion/belief, political views, disability, gender, gender identity, and/or sexual orientation (LGBTQ+). We recognise and respect values and difference and understand that diversity improves and enriches our lives. We take account of differences and strive to remove any barriers to all people practices including recruitment and retention, advancement and learning and development. We encourage our staff, pupils and governors across the Foundation to be inclusive of each other and celebrate difference and to respond to each other in ways that help to promote values and respect and helps everyone to stay safe .



### GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

### Safeguarding

The Foundation 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 Schools are exempt from the provisions of the Rehabilitation of Offenders Act 1974.



# Saxton Bampfylde

**LONDON**  
9 Savoy Street  
London WC2E 7EG

**EDINBURGH**  
46 Melville Street  
Edinburgh EH3 7HF

[saxbam.com](http://saxbam.com)

Partners in **Panorama** - Search around the world  
[panoramasearch.com](http://panoramasearch.com)



**KING EDWARD VI  
FOUNDATION  
BIRMINGHAM**

*Educational excellence for our City*