



Thomas's
COLLEGE

Appointment of Head - Candidate Information
October 2023
Reference: LBKOA

Saxton Bampfylde

Welcome

The opening of Thomas's College in September 2025 fulfils a long-held ambition to provide our pupils with an opportunity to complete their education at Thomas's if they wish to and, by doing so, to regain the breadth of educational vision which was a founding principle of our schools.

An exceptional leadership opportunity awaits the inaugural Head: that of nurturing our current offering from 13 to 16 and creating and leading a new 11 to 18 senior school, supported by an existing group of outstanding preparatory schools. You have the opportunity to develop your own team, whilst joining a like-minded group of secondary school teachers and preparatory school Heads, with a strong central support team, all of whom are dedicated to the success of this new school.

We fully acknowledge that we need your expertise in the senior years to build on the success of the existing schools, which itself is born of more than fifty years of hard work and dedication by a great many people. This is a partnership which will require significant levels of commitment and exemplary leadership on all sides to take Thomas's into this new territory and to complete the educational journey for our pupils.

This leadership challenge comes against a backdrop of phenomenal change in the technological, political and economic landscapes in which all schools are operating. The pace and scale of this change must inform

the education which we offer our young people today, if we are to give them the best possible preparation to become the adults of tomorrow.

Kindness, courtesy, honesty, respect, perseverance, independence, confidence, leadership, humility and being givers and not takers are core Thomas's values. Each one will be required in spades on the road ahead.

If you share our collective enthusiasm and determination to seize this opportunity for our pupils, please join us for what promises to be an exhilarating journey.

We hope to meet you.

Tobyn Thomas and Ben Thomas Principals



Our Aims

Thomas's is dedicated to giving our pupils the best possible preparation for the lives that lie ahead of them by having the highest expectations of our pupils and teachers and aspiring to the strongest academic outcomes, whilst ensuring that these are always set within the context of a broad understanding of what it means to be educated. We want to prepare our pupils not only for their next step in education or training but also for the adult lives that lie ahead of them .

We aim to provide an outstanding education for children and young people which is forward-thinking and outward-looking, with values at its heart.

We believe in kindness at the core and are Christian schools, though open to families of all faiths. We aim to instill a strong set of values, first by example but also through exceptional pastoral care.

We believe that individual wellbeing is of primary importance, with a corresponding commitment to service, leadership and community.

We take a four-dimensional approach to education, developing knowledge, skills, character and meta-learning. We offer a curriculum that fosters an enquiry mindset, is inspiring, relevant and contemporary and ensures both breadth and depth of educational experience.

We place emphasis on developing skills of communication, collaboration, creativity and critical thinking. We aim to prepare pupils not only to remember, but also to think creatively; to analyse age- appropriate, complex issues and to be ready for life as well as work in a globalised, digital and connected world.

It is our aim that every pupil leaves Thomas's with core values and a strong sense of social responsibility; inner strength and positive physical and mental health; academic success and a love of learning. We strive to ensure that a Thomas's education equips all of our pupils with optimism about and preparedness for the future, setting them on a path to become net contributors to society and to flourish as successful, conscientious and caring citizens of the world.



Our Vision

Our vision is of a childhood filled with kindness, a childhood in which pupils are known and valued for who they are, in which they learn to trust themselves and each other, in which they find and express their voice, discover the difference they can make for themselves, learn to think for themselves, to question, to collaborate, to be independent, to be optimistic, realistic and positive, to own and take charge of their learning and their lives. We believe that pupils can be their best selves and secure the best possible outcomes if we are committed to an educational process which is inclusive, innovative and inspiring.

We believe that this should continue, in age-appropriate ways, throughout the important years a young person spends at school.

We recognise the need for our pupils to develop as self-aware, independent and sensitive learners who are curious and reflective listeners. We believe it is our job to inspire them to become adaptable, lifelong learners who show initiative and courage to enquire in depth, whilst collaborating and using appropriate and new technologies to research answers to their questions, and ours. It is our job to ensure that they are willing and able to discern what is true, and what isn't, and to reach sound, objective and balanced viewpoints. Our pupils are encouraged to become ambitious and courageous thinkers who are unafraid to aspire to leadership by questioning, challenging, collaborating and serving. We provide environments for our pupils to develop good judgement, and to demonstrate direction and initiative by being responsive, critical and responsible thinkers.



We are committed to rebalancing the pursuit of academic success, wellbeing and character, placing a keen emphasis on entrepreneurship, digital literacy, expressive arts, sport, outdoor and adventurous learning, developing lifelong skills, and instilling social responsibility, service learning and citizenship.

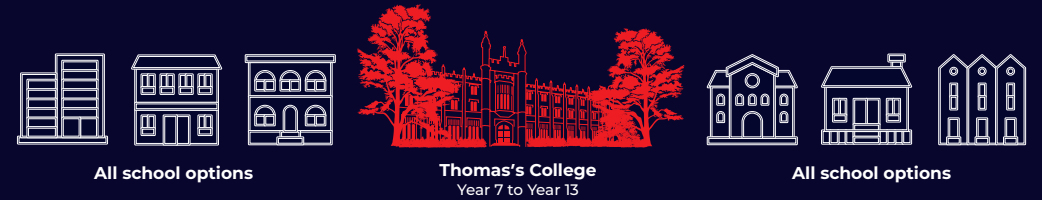
Our vision is of young adults who are finally able to step out into a rapidly changing world, equipped both to capitalise on opportunity and to face the extensive challenges that lie ahead in higher education and work, in life and in society. Our students will be armoured for uncertainty and change not only with academic success, but also with optimism and compassion, self-awareness, a can-do attitude and critical 21st century work and life skills.

Our Values

We believe in kindness at the core of everything we do. We aim to instil in our colleagues and pupils a strong set of values, first by example and also through exceptional pastoral care. We believe that individual wellbeing is of primary importance, balanced by an equal commitment to service leadership and to the wider community. Our values underpin all that we do:



Thomas's Group structure



Excellent preparation
for 11+ or 13+ entry to all schools



We will continue to support choice for families. Pupils in our preparatory schools will continue to receive excellent preparation for entry to a wide range of outstanding senior schools at 11+ and 13+. Pupils at Thomas's Kensington and Thomas's Fulham will continue to have the option to transfer to Thomas's Battersea and Thomas's Clapham in Year 7. In addition, all Thomas's pupils may apply to join Thomas's College in Year 7 or Year 9

Thomas's College will provide an additional coeducational secondary school option in London and will admit pupils in Year 7 (11+), Year 9 (13+) and Year 12 (16+). Current Thomas's pupils will be given preference over external candidates. However, they are not guaranteed a place and must enter the same admissions process as pupils from other schools. Please visit our website for full details about admissions.

The Curriculum

Our curriculum at Thomas's fosters high expectations of our pupils and ourselves. We seek to raise levels of attainment for all pupils, enabling them to achieve their personal best.

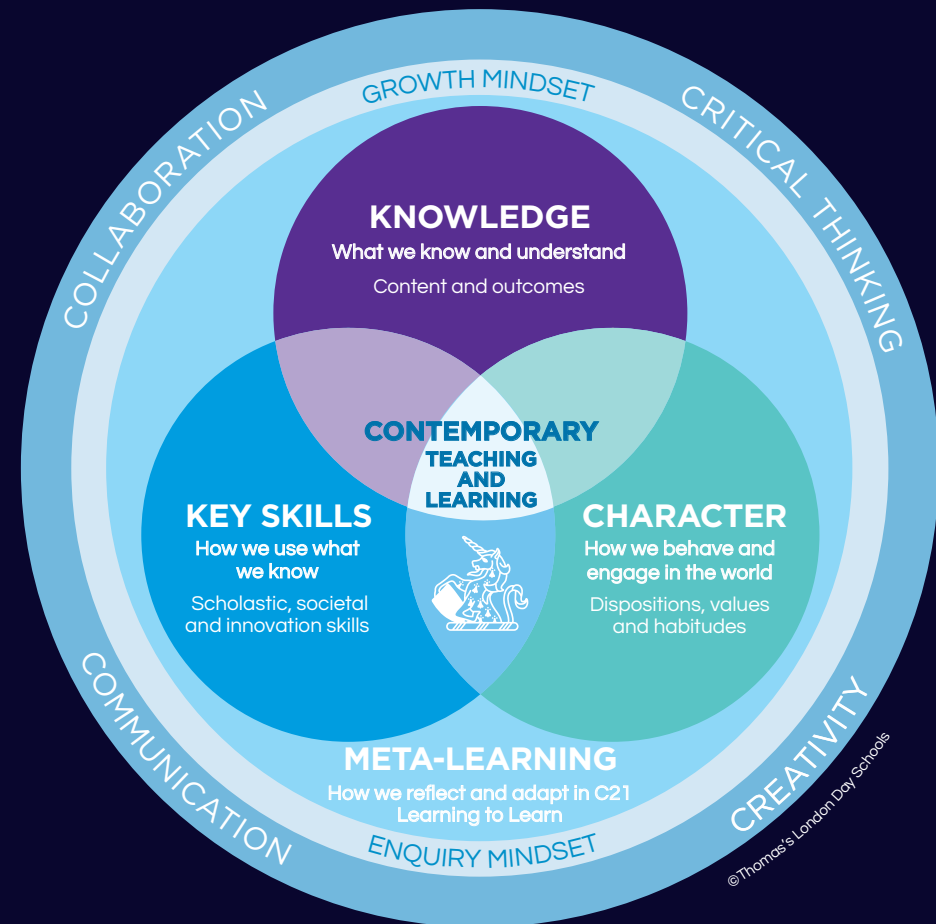
We aim to develop a growth mindset and a positive attitude to new challenges; to develop confident, creative and curious learners who are able to make informed choices; to foster a deep love of learning and to develop skills of independent enquiry; to nurture emotional intelligence and facilitate considerate and positive relationships between all members of the school community.

We seek to ensure equal opportunities in relation to gender, race, class, special needs and belief and to value and respect all cultures. We uphold fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. We ensure that staff are aware that the school precludes the promotion of partisan political views in the teaching of any subject in the school.

We promote a thoughtful attitude towards the local and wider environment and a sense of social responsibility. Throughout our curriculum, we aim to equip our pupils with the skills, knowledge and understanding to approach the next stage of their education and to support their future lives.

Pupils' spiritual, moral, social and cultural (SMSC) development is given strong emphasis and underpins the aims and the delivery of the curriculum.

We believe in a broad curriculum which fosters an enquiry mindset and equips today's pupils to become the adults of tomorrow. Links are made constantly between areas of learning and to real-world contexts.

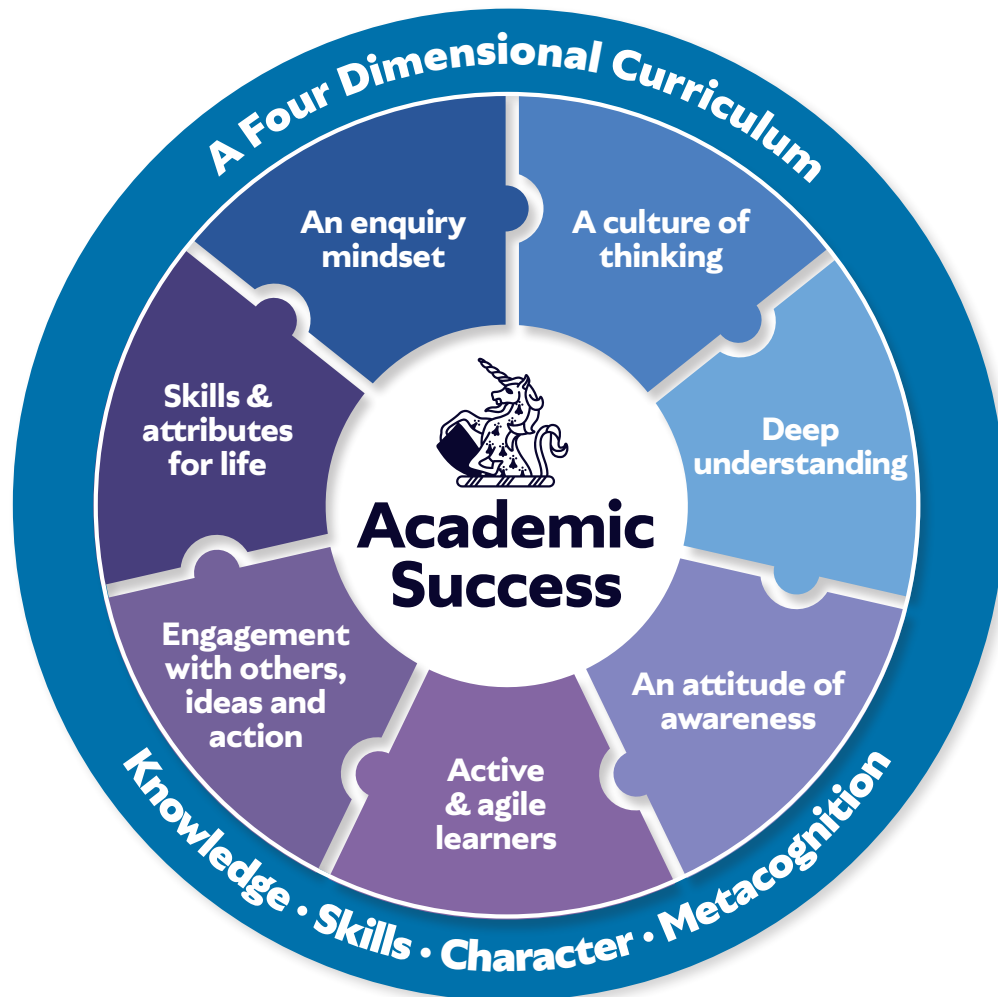


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Four-dimensional Curriculum

A rich learning journey

The four-dimensional curriculum jigsaw (see below) displays the key elements of what is nurtured at Thomas's at all ages and stages in order to provide a rich learning journey for all of our learners.



Digital provision

Digital provision at Thomas's goes hand-in-hand with every other aspect of our educational delivery. We believe strongly that effective digital learning is intrinsic to creating successful 21st Century learners both in school and beyond the world of education.

In September 2022, Thomas's was announced as an Apple Distinguished School. This status is a rare and prestigious accolade only granted to schools that are centres of innovation, leadership and educational excellence when it comes to the meaningful use of technology. A dedicated webpage to celebrate this achievement can be found here.



Thomas's Outdoors

Outdoor education offers children unique opportunities and experiences which cannot be taught within the constraints of their daily routines and surroundings. Pupils participate in regular, frequent, challenging, enjoyable and safe opportunities to learn outdoors.

Bushcraft, climbing, sailing, watersports, navigation and first aid training are taught as pupils strengthen their understanding and respect for the outdoors. Younger pupils learn an appreciation of nature and to work independently or in groups, solving demanding problems which enhance their communication, collaboration and critical thinking skills. Older pupils face realistic challenges and scenarios where the emphasis is on collective problem solving, leadership and teamwork. Our pupils begin their outdoor education journey in Reception and carry it all the way through the senior school.

Thomas's College

Thomas's College is a new co-educational secondary school that will open in September 2025. The acquisition of an exceptional site in Richmond provides outstanding new premises for the school, which will offer a world-class education to students aged 11 to 18.

Initially, Thomas's College will open for Years 7 to 12, building to a capacity of 630 pupils up to Year 13. Our existing secondary school, Thomas's Putney Vale, currently educates 13 to 16 year-olds. The new acquisition, to which pupils and staff at Thomas's Putney Vale will transfer, will enable the provision of full secondary education from Years 7 to 13 (ages 11 to 18) on one unique and historic site, in a location that is unparalleled for a London school.

Thomas's London Day Schools was established more than fifty years ago and developed into a group of four prep schools and a kindergarten, which educate more than 2,000 boys and girls aged 2 to 13. The founding vision of the schools embraced a broad curriculum and a strong set of values, with kindness at the core. This vision and ethos will be central to Thomas's College and the ambition to deliver educational excellence at every stage of a Thomas's education.



The Site

The site is the Richmond Hill campus on Queen's Road, in the heart of Richmond. The main building is Grade II listed and is located within five acres of stunning landscaped gardens, adjacent to Richmond Park and a short distance from the River Thames. It is a twenty-minute walk from Richmond Station, which has excellent transport links and is served by the District Line, Overground and National Rail Services.

The campus has a rich history as an educational establishment dating back to the 19th century. Originating as the Wesleyan Theological College, the main building opened in 1843. The campus has more recently been home to The American International University in London.

The site is designated for residential educational use and we plan to offer day places, flexible boarding places and weekly boarding places. We will also seek the relevant permission to deliver our preferred masterplan for the main building.

An experienced team has already been appointed to upgrade and refurbish the site and a detailed timeline has been set out for completion before September 2025.

Capital and financing

In April this year we announced that Oakley Capital had joined the group as a strategic partner to provide capital resource, support and knowledge to develop current facilities and to expand a Thomas's education by investing in new opportunities. Thomas's continues to be majority-owned and led by the Thomas family and Oakley's investment and expertise have enabled us to realise these exciting plans.

The campus



- | | |
|----------------------------|----------------------------|
| 1 Main Building | 5 Longley House |
| 2 Sir Cyril Taylor Library | 6 Oak Tree Cottage |
| 3 Red House | 7 Lower and Upper Cottages |
| 4 Orchard House | |

The Role

The role is to provide strategic vision, effective management, inspirational leadership, energy and enthusiasm to the startup of the senior arm of an established school group to ensure the most successful possible start in September 2025.

The breadth and depth of the responsibilities will be instinctively understood by the right candidate and include, but are not limited to strategic planning, curriculum and facility development, teaching, learning and pastoral care (including weekly boarding for 50 pupils), marketing, parent communication, leading and managing staff, staff recruitment, pupil recruitment, compliance and management of resources.

Prior to opening

To engage with all pre-opening tasks and lead on areas as required in order to ensure that the School is ready for a timely and high quality start in September 2025.

Education

- Develop the vision and ethos of the School in line with Thomas's core values and devise the communication plan to parents and stakeholders.
- Develop a high quality curriculum plan which is aligned with the vision and ethos of the School.
- Develop other key start up processes and systems to ensure smooth opening of the School. This will include matters such as timetable and arrangements of school day / year; staff and pupil induction programmes; SEN programme provision; pastoral and academic structures; assessment, reporting and recording systems, extra-curricular activities schedules; school development plan.



Compliance

- Responsibility for ensuring all areas of school are compliant prior to opening.

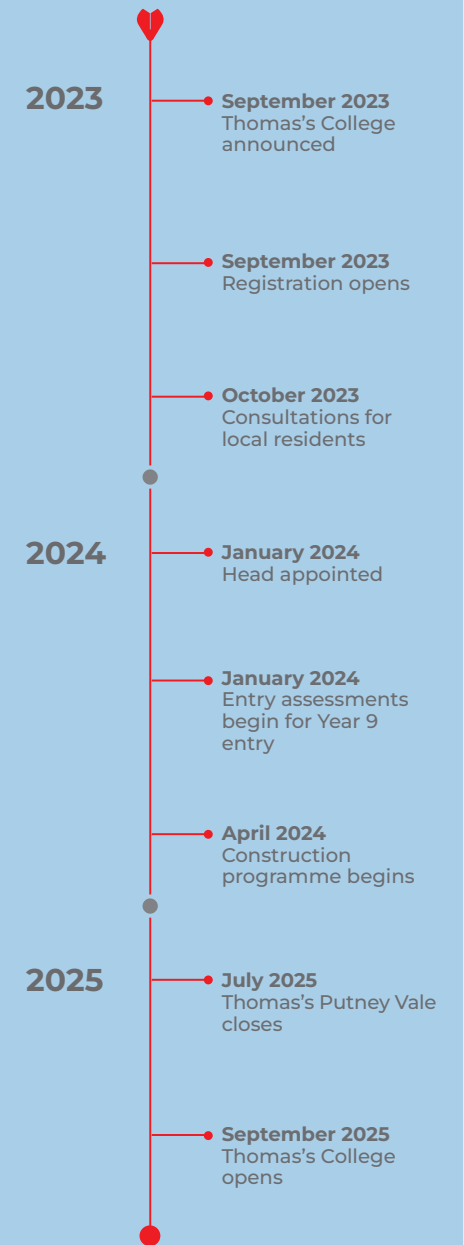
Staff recruitment

- Finalise staffing models and staffing profile.
- Work with the HR team to recruit the highest quality staff to the new School.
- Devise a staff induction programme for new School.

Marketing and pupil recruitment

- Recruitment of a senior registrar / marketing / comms professional.
- Oversee the implementation of a marketing and enrolment plan and strategy to promote the School.
- Undertake initial engagements with stakeholders.
- Oversee the student recruitment for the new School.

Indicative timeline



The Role (continued)

Post September 2025

Key responsibilities

- With the Board, develop and deliver an ambitious vision and strategic plan for the School.
- Ensure that the School's management, finance, organisation and administration are an integral part of the strategic plan and support the aims and values.
- Lead by example, provide inspiration and motivation and uphold the values and principles of the School to pupils, staff and parents. tures; assessment, reporting and recording systems, extra-curricular activities schedules; school development plan.

Teaching, learning and pastoral care

- Promote a teaching and learning environment which advances the academic, moral, cultural, mental and physical development of students and prepares them for future opportunities and responsibilities.
- Foster resilience, respect and positive relationships throughout the School and ensure that pupils' pastoral needs are met. Implement policies to promote this aim and have whole school responsibility for safeguarding and child protection.
- Promote a culture which encourages the involvement of parents and guardians in the wider life of the School.
- Uphold high expectations of achievement and good behaviour and promote equality of opportunity.
- Monitor and evaluate the work of staff and pupils, using appropriate benchmarks to set targets for improvement.

- Implement a broad curriculum relevant to all pupils, including those with Special Educational Needs, which provides a coherent and co-ordinated programme of study. Ensure this includes a wide range of extra-curricular activities in keeping with the educational aims of the School.
- Ensure that information on pupil progress is used to improve teaching and learning, to motivate pupils, to inform parents and the Board.
- Ensure compliance with all relevant educational regulations and standards, maintaining effective liaison with the relevant statutory and regulatory bodies.

Management of finances and other resources

- Ensure prudent and forward-looking financial and business management; work closely with the Chief Operating Officer and board to drive the resources and income streams, including the development of the boarding provision and commercial opportunities required to support the School in years to come
- provide effective operational management, deploying the School's resources in a cost-effective manner.
- Guide the School Leadership Team to manage, monitor and review the range, quality and use of all available resources in order to improve the quality of educational provision, ensure efficiency and secure value for money.
- Development of the site for future demand, alongside COO.

Marketing

- Promote the School and communicate its ethos and culture to a wide variety of stakeholder groups.
- Act as lead ambassador for the School, explaining and marketing the aims, ethos and day and boarding facilities to visiting prospective parents, guardians and others who are considering the School for their children.
- Actively market and promote the School via all appropriate means.

Leading and managing staff

- Ensure that the School employs, develops and retains the best people in the right roles and provides high quality support and management for all staff, ensuring equal opportunity for all.
- Inspire staff and maximise their effectiveness by ensuring sound management practice, open and effective communication and constructive working relationships between staff and pupils.
- Actively promote, implement, supervise and participate in arrangements made for the performance review of all staff in the School.



Person Specification

The successful candidate should bring a proven track record of strategic, educational and people leadership experience. In addition, they will have strong academic leadership credentials, a deep understanding of secondary education and a genuine commitment to the Thomas's values.

Qualifications

- Hold an academic degree, or equivalent.
- Other post-degree qualifications desirable, e.g., NPQH, education management, business, strategy, people management.

Experience

- Record of strong academic leadership at a senior level, within the sector.
- A thorough understanding of the Head's responsibilities in relation to safeguarding and child protection issues and a clear commitment to delivering best practice in safeguarding.
- Knowledge of and ability to manage financial matters, risk, regulatory and legal issues.
- Experience of developing, implementing and monitoring strategic plans in support of the vision of a school.
- Previous relevant experience of leading in a school, with the ability to balance the delivery of teaching and learning against the realities of a budget.
- Demonstrable experience of engaging and building relationships with key internal and external stakeholders.
- Proven track record of successful leadership and management of people. and future issues faced by day and boarding schools.
- Experience of successful delivery of organisational change.
- Excellent understanding of all elements of a school environment and current and future issues faced by day and boarding schools
- Excellent understanding of education for the eleven to eighteen age group and current challenges.
- Strong proven business acumen.

Skills and Behaviours:

- Commitment to the Thomas's values.
- Ability to translate an ambitious vision into meaningful specific plans and objectives and gain commitment from all stakeholders, including pupils, staff and board.
- Ability to think strategically, anticipate future consequences and trends and incorporate them into the organisational planning processes.
- Ability to see plans and concepts through to delivery.
- Demonstrable commitment to achieving the highest academic standards.
- Good understanding of regulatory and legal requirements relating to the education environment with a strong commitment to Safeguarding, Child Protection, Health and Safety and Safer Recruitment.
- Approachable and credible leader, with the ability to gain respect and rapport amongst all stakeholders
- Ability to trust and manage staff to effectively delegate.
- Proven ability to motivate, enthuse and drive forward individuals and teams to achieve high performance.
- Able to challenge, negotiate, debate and engage.
- Drive, tenacity, energy and with an appetite for hard work.
- Excellent problem-solving skills including evidence of having dealt successfully with a range of challenges.
- Excellent financial and resource planning skills, with capability to ensure appropriate deployment and overall management of all resources (financial, human and physical) in support of the overall mission, aims and strategic plans of the school .
- Demonstrable understanding of the market and the need for schools to build.

Appointment Terms

We offer a generous salary and benefits to reflect the candidate's qualifications and experience. Fee remission and a family house are provided as part of the package.

Equal Opportunities

Thomas's is a group of Christian schools open to children of all faiths and committed to providing a broad and balanced academic and social curriculum for all. All pupils in school are valued equally and efforts are made to ensure any prejudice or discrimination is not tolerated.

Equality underpins the value system of Thomas's. The ethos of the schools is one of tolerance, respect, understanding and striving for excellence in all. All members of the Thomas's community are encouraged to understand, appreciate and value the differences between us and to challenge negative labels and attitudes.

Safeguarding

Thomas's London Day Schools 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.





How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Thomas's London Day Schools on this appointment. Candidates should apply for this role through our website at [www.saxbam.com/ appointments](http://www.saxbam.com/appointments) using code LBKOA. Click on the 'apply' button and follow the instructions to upload a CV and cover letter.

The closing date for applications is noon on Thursday 26th October 2023.

Key dates:

- Candidates will be notified as to whether or not they are moving forward to interviews with Saxton Bampfylde following our longlisting meeting on Wednesday 1st November.
- Those taken forward will meet with Saxton Bampfylde during the weeks commencing 6th and 13th November for virtual interviews.
- Candidates will be contacted after our shortlisting meeting on Wednesday 22nd November regarding whether or not they will be invited to final interviews with Thomas's.
- Those final candidates will be invited to meet with Thomas's on Thursday 30th November and Tuesday 12th December. A variety of informal meetings and school visits will take place in between these dates.

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.





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