



Pembridge Hall School

Candidate brief for the position of
HEAD



the **Gold Standard** in education

CONTENTS

■ The School	3
■ The Alpha Plus Group	4
■ The Role	5
■ The Person	6
■ How to apply	7



THE SCHOOL

Pembridge Hall is a leading independent day school for girls aged 4-11 years. Located in Pembridge Square in Notting Hill, its impressive facilities and innovative approach to education has ensured it has become a school that is much sought after. It is currently oversubscribed for places.

Pembridge Hall is a member of the Alpha Plus Group whose schools have educated a long list of famous alumni including Prince William, Prince Harry, Andrew Lloyd-Webber, Hugh Grant and Julian Fellowes, to name but a few.

Pembridge Hall was founded in 1979 and moved to 18, Pembridge Square in 1983. The school joined the Alpha Plus Group in 2002 and, shortly afterwards, also expanded into 10, Pembridge Square, where the older girls are now taught.

The main entry point to the School is in Reception (aged 4) and a small number of places are offered in Year 3. The school is heavily oversubscribed at Reception entry and, as a result, this year has taken in four forms for the first time.

The school is not selective academically but, as there are more applicants than places, there is an order of

priority for admissions, with siblings having priority. Most girls are registered at birth.

The school is proud of the range of schools which the girls choose at 11+, from the most academic secondary schools in London through to those which have an equally broad intake as Pembridge Hall. It believes that creativity and independence of thought are as integral to the girls' development as traditional forms of learning.

Many girls are successful at winning academic, art, music and sport scholarships to their chosen senior school (you can find the destination school history [HERE](#)).

As well as setting high standards academically, the school aims to provide an outstanding all-round education. There is a strong interest from all the girls to contribute fully to the communities in which they live.

Located in the heart of London, the school takes advantage of everything the city has to offer in the arts, culture, business, science and technology.

For further information about the school please visit www.pembridgehall.co.uk



THE ALPHA PLUS GROUP

The Alpha Plus Group (APG) seeks to deliver the gold standard in education. While the Group encourages every one of its schools to have its own distinctive ethos, APG schools share common aims and values. Alpha Plus encourages and promotes strong leadership in each of its schools and provides training and support to the Heads and their Senior Management Team to make this happen. Alpha Plus believes that forging strong and effective partnerships with parents is crucial to the Group's success. Alpha Plus asks all its staff to place the welfare of the child at the heart of everything they do.

The mission of Alpha Plus is to give every child in our care the best possible start in life.

The Alpha Plus Group currently consists of 20 schools and colleges. There are 3 nursery schools, 12 pre-preparatory and preparatory schools, 2 secondary schools and 3 sixth form colleges.

APG is one of the largest private educational companies in London, with 15 schools in the capital, and we also have schools and colleges in Cambridge, Manchester, Coventry and Tonbridge.

The Group has recently opened a school in New York (called Wetherby-Pembridge School).

More information on the Group can be found at www.alphaplusgroup.co.uk.



the **Gold Standard** in education



THE ROLE

The Head has overall responsibility for the leadership, educational standards and commercial success of Pembridge Hall.

The successful candidate will be an outstanding leader who will inspire pupils and staff to be the very best they can be.

The successful candidate will promote the strong identity of Pembridge Hall in the community. He or she will want to work closely with the Heads of our other schools and notably Wetherby School which is located at 11, Pembridge Square, and the Minors Nursery School which is located on the Lower Ground Floor of 10, Pembridge Square.

The successful candidate will build relationships based on trust with feeder schools and the Heads and Admissions Departments of the schools to which the parents aspire to send their children.

Central to the role is an enjoyment of being with children, helping to enable them to fulfil their potential and aiming to give them the best start in life.



The Head will report up to the governance structure of The Alpha Plus Group which is comprised of five key components; Educational Governance, Line Management, Operational Management, Group Corporate Governance and The Alpha Plus Council.

The Head is a member of IAPS (the Independent Association of Prep Schools).



THE PERSON

- Experience of having worked in leading independent schools.
- Experience of successful pupil recruitment.
- Evidence of strategic thinking.
- Experience as a Head or Deputy at another Prep or Senior School and with some teaching experience in a London school.

PERSONAL ATTRIBUTES

- Ability to articulate her/his vision clearly to others.
- Outstanding communication skills, both written and verbal.
- Strong leadership and management abilities.
- Collaborative team player.
- Flexible and open-minded approach.
- The ability to set high standards and expectations and inspire staff to achieve these high standards.
- The ability to listen carefully to what others are saying.
- Someone who enjoys nurturing and developing young people.
- Someone who has an understanding of the commercial aspects of running a successful school.
- Someone who values and promotes equality, diversity and inclusion.

TERMS OF APPOINTMENT

It is hoped that the successful applicant will be able to take up the appointment in late August 2022, depending on the terms and conditions of their current contract.

Alpha Plus will offer a competitive remuneration package to the successful candidate which reflects the high standing of this role and school.

We are committed to equality of opportunity for all staff, and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

The Alpha Plus Group is committed to safeguarding and promoting the welfare of our children. All staff are trained in child protection and understand to report concerns by following the safeguarding policies. We ensure all candidates are properly police-checked, and the successful candidate will need to obtain an enhanced disclosure via the DBS.



HOW TO APPLY

KEY DATES

22nd October 2021, 10:00 AM

Closing date for applications

w/c 25th October & 1st November

Preliminary interviews

10th & 11th November

Long list interviews

*(to be held at Alpha Plus Group Head Office,
50 Queen Anne Street, London W1)*

w/c 15th November

Those who are short listed will be invited to visit the school in person.

Monday 22nd November

Final interviews

*(to be held at Alpha Plus Group Head Office,
50 Queen Anne Street, London W1)*

Interested candidates are invited to contact RSAcademics by email or telephone, to arrange a confidential discussion with Jenny Funnell, Search Consultant, or Jo MacKenzie, Senior Advisor:

Jenny Funnell - Search Consultant

+44 (0)7941 221172

jennyfunnell@rsacademics.com

Jo MacKenzie - Senior Advisor

+44 (0)7538 400661

jomackenzie@rsacademics.com

YOU SHOULD SUBMIT:

- A completed application form (available alongside this candidate information on the **RSAcademics website**).
- A covering letter addressed to Mr Mark Hanley-Browne, CEO at the Alpha Plus Group. The letter should explain your reasons for applying.

Applications should be made electronically to RSAcademics. To submit your application, please upload your documents according to the instructions on the **RSAcademics website**.

If you have any questions about uploading your application documents, please contact Alison Hooper, Project Coordinator at applications@rsacademics.com. Alison can also be reached by calling our Head Office on +44 (0)1858 383163.

The deadline for the receipt of applications is 10:00 AM on Friday 22 October 2021.

THE PROCESS IS AS FOLLOWS:

- All applications will be acknowledged by email. If you have not received acknowledgement that your application has been received within two working days of sending it, please contact our Head Office by telephone (+44 (0)1858 383163).
- Selected candidates will be invited for a preliminary interview online with Jo MacKenzie and Jenny Funnell during w/c 25 October or w/c 1 November.
- Longlist interviews will be held on in person at the Alpha Plus Head Office in London on 10th and 11th November.
- School visits at Pembridge Hall will take place during w/c 15 November
- Final round interviews will take place at the School on Monday 22 November.

RS Academics is committed to promoting diversity and inclusion in schools.

All candidates are also requested to complete an online Equal Opportunities Monitoring Form which will be found at the end of the application process. This will assist the client in monitoring selection decisions to assess whether equality of opportunity is being achieved. Any information collated from the Equal Opportunities Monitoring Forms will not be used as part of the selection process and will be treated as strictly confidential.

PERSONAL DATA

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your CV and application documentation. Following this notice, any inclusion of your Sensitive Personal Data in your CV/ application documentation will be understood by us as your expressed consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

Pembridge Hall and The Alpha Plus Group are committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.





www.pembrokehall.co.uk

Alpha Plus
group

the Gold Standard in education

www.alphaplusgroup.co.uk

RS ACADEMICS

Founded in 2001 by Russell Speirs, RS Academics has advised and supported over 700 schools and educational organisations in the UK and worldwide. Through our working partnerships with heads, leadership teams, boards, staff and parents, we specialise in supporting schools in five main areas: strategy, marketing and research; equality, diversity and inclusion; operational improvement; leadership and governance and philanthropy. We enable schools worldwide to thrive, by finding and developing senior leaders, guiding decision makers, making connections and shaping debate. We are known for the calibre and spirit of our people. We exist entirely to serve schools because we believe that the world needs thriving schools.

www.rsacademics.com

