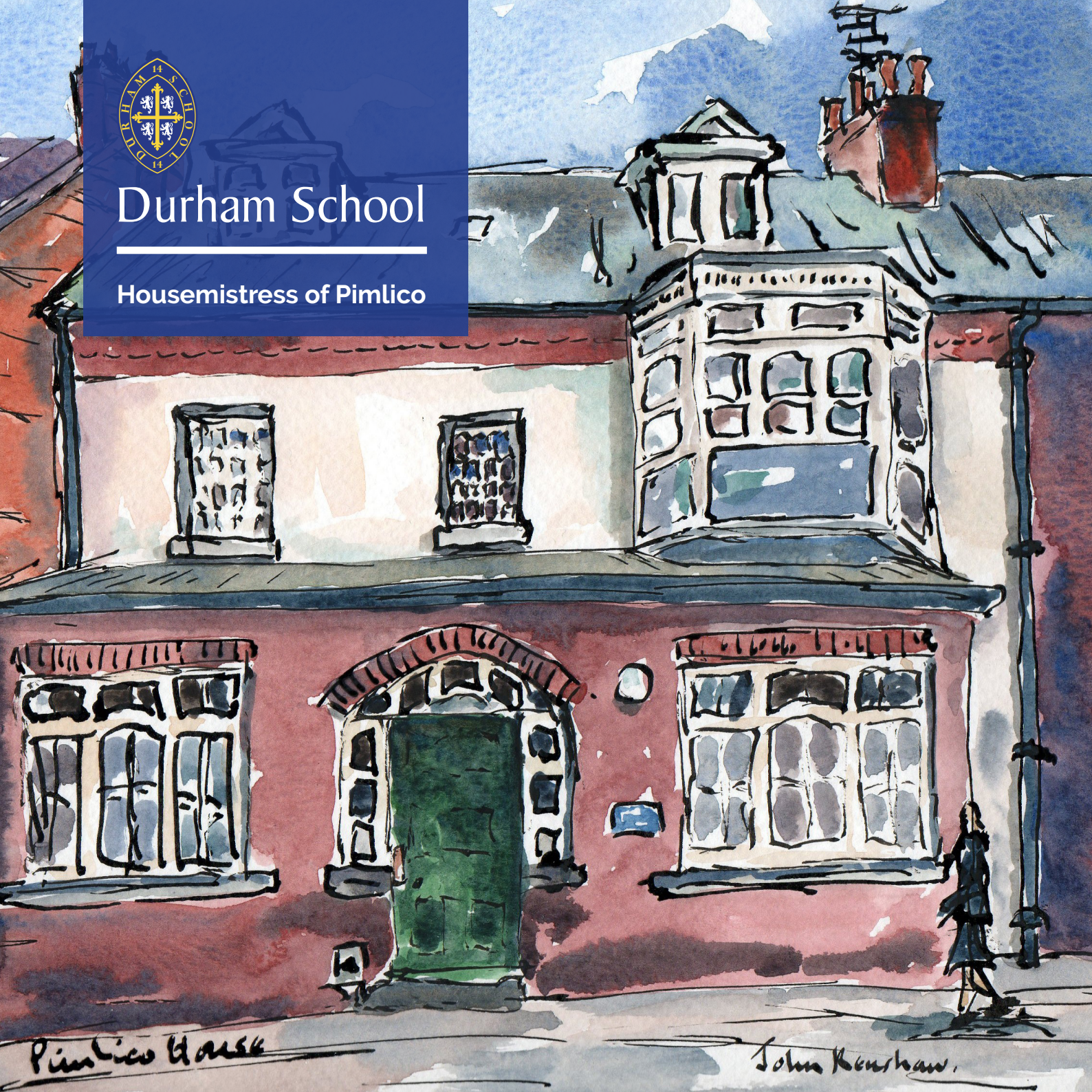




Durham School

Housemistress of Pimlico



Pimlico House

John Kenshaw

**“If the wind will not serve
take to the oars”**

House Motto



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Traditionally Modern

Learning has been part of the life of Durham for a 1000 years, and Durham School has been at the heart of the city's education for most of that time; originally founded as the monastic grammar school, the School was endowed by Bishop Thomas Langley in 1414 and re-founded by Henry VIII at the dissolution of the abbey in 1541.

The School moved from its mediaeval home on Palace Green to its current location in 1844; although the city centre is only five minutes' walk away, the School has a peaceful, rural atmosphere.

Today, the School educates 525 pupils, at Bow for girls and boys aged 3-11 and at Durham School for girls and boys aged 11-18, of whom a quarter board and approximately a third are girls.

Our vibrant and successful Sixth Form prepares pupils for the next stage of their journey. Within a community shaped by moral integrity and kindness, we cultivate ambition and responsibility; giving all Dunelmians the foundations to be happy and make a positive mark in the world.

By embracing this ethos, our pupils not only learn to pass their examinations today, but receive an education that gives them confidence for life.

Durham School has a long and ancient history. The secret to our longevity is our passionate teachers, who, using innovative approaches and new technologies, seek to kindle the intellectual curiosity of our pupils, preparing them to answer the questions of tomorrow.

A Word from the Headmaster

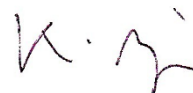
Kieran McLaughlin

Headmaster

In so many ways, all schools are similar and yet all schools claim to be different; so what is the unique quality that makes Durham distinctive?

In short, we compete. In comparison to most schools, Durham is small, but we do not let that stand in our way. Pupils here do lots of things that revolve around their education: sport, music, drama, outdoor pursuits, CCF, and so the list goes on. Pupils represent the school at county, national, and international levels, achieving impressive standards in all that they do and competing with the best of them. Pupils dedicate time to these activities because they are fun and enhance CVs but, more importantly, because they develop the pupils as people; they learn to compete, they learn to win, and they learn what to do when they fail or lose. Balancing all this with academic work is never easy but pupils learn from the very beginning that examinations cannot get in the way of an education that will last a lifetime.

There are many tasks which might compete as the most important for any headteacher, but getting the right people on the bus is not only a privilege but also the guarantee that Durham remains distinctive and all that it is. The teachers here dedicate themselves to their pupils, they inspire questioning and a love of learning, and contribute to a warm and lively community.



A World Class Location



"I got off at Durham, intending to poke around the cathedral for an hour or so and fell in love with it instantly in a serious way. Why, it's wonderful – a perfect little city – and I kept thinking: 'Why did no-one tell me about this?' I knew, of course, that it had a fine Norman cathedral but had no idea that it was so splendid. I couldn't believe that not once in twenty years had anyone said to me, 'You've never been to Durham? Good God, man, you must go at once! Please – take my car.' I had read countless travel pieces in Sunday papers about weekends away at York, Canterbury, Norwich, even Lincoln, but I couldn't remember reading a single one about Durham, and when I asked friends about it, I found hardly anyone who had ever been there. So let me say it now: if you have never been to Durham, go at once. Take my car. It's wonderful."

Bill Bryson, Notes from a Small Island

M

MORAL INTEGRITY

We demonstrate a desire to do the right thing

We act in private as we do in public

We have the courage to say and do the right thing

We stand firm for what is right

We challenge things we think wrong and are open to challenge from others

We are accountable for failure as well as success, and do not allocate blame

We can be relied upon to do what is right

We demonstrate and promote honesty



A

AMBITION

We achieve our goals by consistently working toward them

We go above and beyond the call of duty

We aim for the best in 'me and them' and take pride in all we do

We seek help and support before giving up and identify lessons in setbacks

We encourage all to develop maximum potential and support others to achieve

We embrace opportunities, challenge, and seek to develop our skills and talents

We identify opportunities for School Development



R

RESPONSIBILITY

We do what we say we will

We are punctual and prompt in all that we do

We use our resources responsibly, developing and caring for our environment

We act before being asked and consistently deliver on expectations

We prepare thoroughly for all tasks

We encourage autonomy in all and seek leadership

We acknowledge and seek to resolve problems

We pioneer better ways of doing things



K

KINDNESS

We are open and approachable to all

We welcome and listen to the opinions of others

We look to engage and involve all in the community

We attend to newcomers and those needing help, and build relationships actively

We are positive in responding to questions

We support each other and stand up for fellow colleagues and pupils

We acknowledge individual needs within the community

We speak positively of the School community



Our Values

For over 600 years, Durham School has prepared the young of today to be the leaders of tomorrow in the lessons we teach both in and outside the classroom, but more importantly in the values we encourage in every aspect of our daily lives. Moral Integrity, ambition, responsibility, and kindness are the MARK of a Durham School education

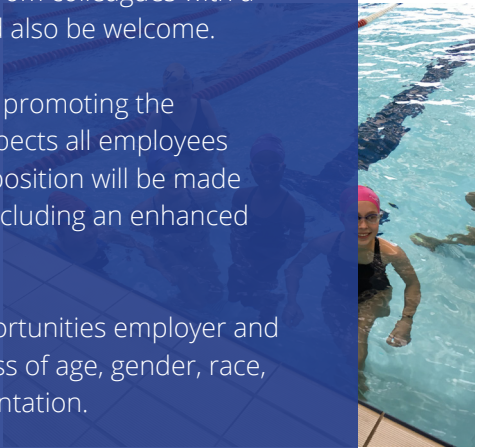
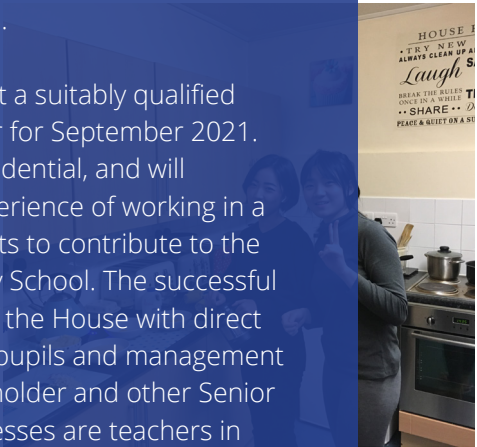
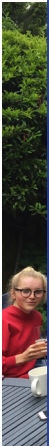
The Position

This position represents an excellent opportunity for a suitably experienced individual to lead the day-to-day running of a busy boarding house as well as the pastoral care of girls aged 11-18.

Durham School seeks to appoint a suitably qualified boarding Housemistress/master for September 2021. This position is full-time and residential, and will ideally suit a candidate with experience of working in a boarding environment who wants to contribute to the running of this thriving and busy School. The successful candidate will lead all aspects of the House with direct responsibility for the welfare of pupils and management of staff. While the current post-holder and other Senior Housemasters and Housemistresses are teachers in the senior school, applications from colleagues with a non-teaching background would also be welcome.

Durham School is committed to promoting the safeguarding of children and expects all employees to share this commitment. Any position will be made subject to satisfactory checks, including an enhanced DBS disclosure.

Durham School is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.





The House

The House

Pimlico House was established in 1985 for Sixth Form Girls and in 1998 Pimlico housed girls from Year 7 to 13 when the School became fully co-educational. Currently the House has 72 girls with 25 boarders. This year, due to Covid, this number is lower than usual and we expect to have a boarding community of around 40 girls. Our Boarding community comprises girls from global destinations who board full time with us to weekly boarders from a more local catchment area.

Staffing

The House is run by a residential Housemistress/master supported by a team of residential and visiting staff. In Pimlico House, the Housemistress/master is assisted by a resident matron and two resident house tutors. In addition, there is a visiting deputy housemistress and a team of tutors who alongside other members of the teaching staff provide supervision and pastoral care.

As Housemistress/master, the post-holder will have direct responsibility for the pastoral care

and welfare of a girls' boarding house. Pupils are aged between 11 and 18 and the House accommodates both day girls and boarders; the boarding cohort comprises both domestic and international pupils. There is a strong emphasis on community and teamwork, and mutual support. Each member of staff undergoes an annual appraisal process, providing an opportunity to review progress and identify future opportunities for development.

Accommodation

Residential accommodation is provided within the House and comprises a spacious family home with two reception rooms, five bedrooms, bathroom, kitchen and study as well as two private yards. Meals may also be taken centrally. Wireless is available throughout the School.

The Site

The School is located on an extensive site in the centre of the city of Durham; despite its clearly urban location, however, there is a strong rural feel to the 48 acre grounds and Victorian and Edwardian buildings.



Job Description

Key Function

- The Housemistress plays a vital role in leading the academic, pastoral, moral and co-curricular development of the young people in their care, and preparing them for the world beyond.

Line Management

- Line Management: Deputy Head (Pastoral)
- Main Responsibility: Day-to-day management and leadership of Pimlico House.
- Responsible for: Deputy Housemaster/ mistress, Tutors, Resident Tutor, Matron

Specific Duties

- Leadership of staff & pupils within the House.
- Manage the pastoral care and development of pupils within the House, including the delegation and supervision of duties.
- Promote & safeguard the welfare of pupils at all times.
- Generate a positive and supportive atmosphere within the House such that all pupils and staff respond to the high standards of behaviour, mutual respect and teamwork.
- Communicate regularly and promptly with parents, including the welcoming of parents into the House for formal and informal meetings and events.
- Lead the work of the House Monitors.
- To be aware of and to liaise with the Head of

Boarding and International Pupils to implement the requirements of the National Minimum Standards for Boarding Schools.

- Ensure all procedures and protocols are updated in accordance with statutory requirements and School policies.
- Liaise with the various Heads of Section and the Deputy Head (academic) to monitor the academic progress of pupils in the House.
- Monitor and maintain records of pupil attendance, progress, and welfare.
- Manage the House's resources and budget as delegated by the Bursar.
- Monitor the fabric of the House, ensuring the highest standards of cleanliness, repair and good order are maintained.
- Be available to meet prospective pupils and parents as required.
- Promote and market the House.
- Attend all Chapel Services and School and House assemblies.
- Attend, when possible and within reason, events involving members of the House.
- Produce appropriate House booklets and maintain a positive social media presence for the House.
- Produce an annual House Development Plan and Review.
- Write reports on pupils as required and complete UCAS references.

Please note that the above is a summary of the full job description.

Role Profile

		Essential	Desired
Education & Experience	Strong academic background	•	
	Degree from recognised university	•	
	Relevant teaching qualification		•
	Experience of working in a secondary school, ideally boarding	•	
	Knowledge of National Minimum Standards for Boarding		•
	Experience as an assistant housemaster or resident tutor		•
	Experience of leading a team		•
	Experience of managing parental expectations	•	
	BSA pastoral/boarding qualification		•
	Excellent written and spoken communication skills	•	
	Managing change and improvement	•	
	Managing resources and budgets		•
	Excellent organisational skills and able to prioritise	•	
	A high level of IT skills		•
Skills	Understanding of issues affecting young people	•	
	Conversant with educational and curricular developments	•	
	Able to work on one's own as well as in a team	•	
	Able to motivate and consult with staff and build teams	•	
	Ability to support the co-curricular life of the School	•	
	Effective mentoring skills		•
Disposition & Personal Qualities	A passion for pastoral care and working with young people	•	
	Confident and authoritative	•	
	Able to lead, manage, and motivate others	•	
	Able to inspire, to teach and motivate pupils	•	
	Awareness of safeguarding issues, legislation, and good practice	•	
	To uphold the School's core values publicly	•	
	Have an excellent punctuality and attendance record	•	
	Be of smart professional appearance	•	
	Have a willingness to engage in further training	•	
	Willingness to promote the House throughout the School	•	•
	Ability to adjust to change and development	•	

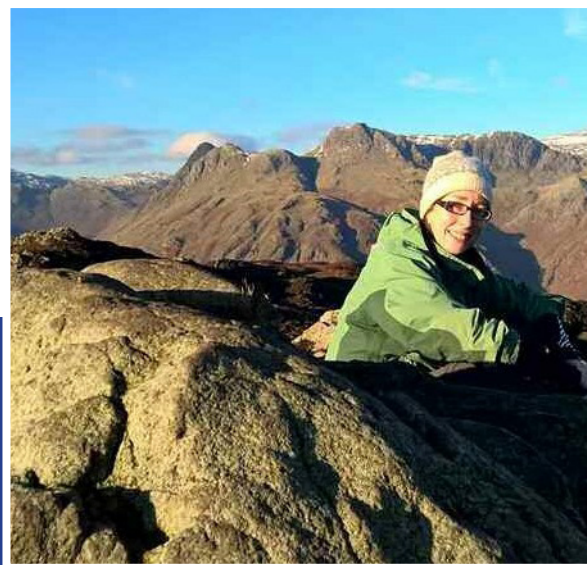
Our Staff



Mr Wallace

Chemistry Teacher & Paraglider

"Chemistry is all about studying the beauty of the world in minute detail, but sometimes stepping back and gaining a bigger perspective not only gives a better view but can be truly awe-inspiring. Helping pupils see the excitement that Science offers can be as thrilling as the adrenaline that the convection currents give me."



Miss Hind

Languages' Teacher & Explorer

"Learning a language is about more than simply vocabulary and grammar, it is about opening worlds; I try to show my pupils that their worlds should never be limited by language."

Additional Information

Other Information

Boarding is a thriving part of Durham School; we offer a wide range of co-curricular activities, and would require the successful candidate to make a regular commitment to leading & supporting an activity or sport.

The Application

All applications are to be submitted on the School's application form; these are obtainable from the School website: www.durhamschool.co.uk Alternatively, please contact the Headmaster's Personal assistant, Mrs Alex Jung, on 0191 731 9270.

The Deadline

The deadline for all applications is 12noon Wednesday 17 March but please feel free to submit your application as soon as possible.

The Interview

Interviews will take place in the week commencing Monday 22 March. The interview process will include the teaching of a lesson (if appropriate to the applicant's application profile), running a pupil workshop, the opportunity to meet House staff, a tour of the Private Side accommodation, as well as visit the School. Further details and a schedule will be provided in advance of the interview.

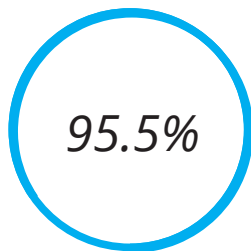
Safeguarding

Durham School is committed to promoting the safeguarding of children and expects all its employees to share this commitment. Any job offer will be made subject to satisfactory checks, including an enhanced DBS disclosure.

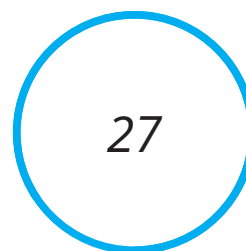
Equal Opportunities

Durham School is an equal opportunities employer and welcomes applications regardless of age, gender, race, religion, disability, or sexual orientation.

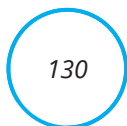




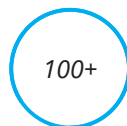
**A*-C AT
A LEVEL
IN 2020**



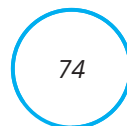
**A BROAD
CURRICULUM
OF A LEVEL
SUBJECTS**



**SPORTS
TEAMS**



**CO-
CURRICULAR
ACTIVITIES**



TEACHERS



**TOTAL STAFF
TO PUPIL
RATIO**





72.8%

**GCSE
(6-9) A* - B
IN 2020**

TOP 9%

**UK
SCHOOLS
FOR VALUE
ADDED**

Our School





Leading
Independent
Schools



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www.durhamschool.co.uk

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Please note all information submitted as part of an application for a position at Durham School will be held and processed under the terms of our privacy notice available at www.durhamschool.co.uk/pn/