

Director of Academic Studies and Scholarship

Candidate Brief



Glendower Preparatory School

ESTABLISHED IN 1895



Welcome from the Head

Thank you for considering the role of Director of Academic Studies & Scholarship at Glendower Preparatory School. As Glendower celebrates its 130th anniversary, we honour a legacy of bold, forward-thinking education, rooted in an unwavering commitment to academic excellence for girls. Founded on the principles of intellectual ambition and opportunity, our school continues to thrive as a dynamic and progressive environment where scholarship, curiosity, and innovation are at the heart of all we do.

We are seeking an exceptional Director of Academic Studies & Scholarship - a visionary leader with a passion for girls' education, a proven track record in driving academic excellence, and an ability to inspire both staff and pupils alike. This new role demands strategic oversight of our curriculum, a research-informed approach to pedagogy, and an authentic leadership style that fosters intellectual challenge and creativity in the classroom.

Glendower is a vibrant and ambitious place to work, where high standards go hand in hand with a strong sense of camaraderie and professional growth. We invest in our staff through high-quality development opportunities, a collaborative culture, and a commitment to staying at the forefront of academic innovation. If you are ready to shape the future of learning at one of London's leading independent girls' schools, we would love to hear from you.

Claire Boyd

Head of Glendower Prep School



The School

Glendower Preparatory School is a leading independent day school for girls aged 3 to 11, located in the heart of South Kensington. In an ambitious and individualised environment, Glendower enables each girl to achieve their personal best and become confident and resilient young women. The School's 2024 ISI inspection report referred to the wide range of extra-curricular activities that 'enhance the holistic development of pupils, complementing their academic growth' and to the School's leadership fostering 'a culture of good progress and well-being, preparing pupils to become global citizens'.

Glendower has been educating girls for 130 years and is renowned for its outstanding academic environment, where independent learning is facilitated through high-quality teaching. Girls are given every encouragement to expand their knowledge and experience through a huge variety of opportunities, offered both inside and outside of the classroom by committed and talented staff.

The School comprises the Early Years (Nursery and Reception), Pre-Prep (Years 1 and 2) and the Prep School (Years 3 to 6), with a total of 300 pupils currently on the roll and an average class size of between 18 and 20 girls per class. The School is selective at 4+ entry. Glendower prepares girls for some of the most successful day and boarding schools in the UK and beyond. Example include: City of London School for Girls, Francis Holland Regent's Park, Francis Holland Sloane Square, Godolphin and Latymer, Highgate School, James Allen's Girls' School, Latymer Upper School, North London Collegiate School, Putney High School, Queen's College, St Paul's Girls' School and Wycombe Abbey.



Our Aims and Ethos

The School's aims are:

- To encourage socially-aware, inclusive and responsible citizens
- To inspire our girls to be autonomous and resourceful learners
- To promote reflective learning and intellectual curiosity
- To develop courage, perseverance, and resilience
- To foster positive and kind relationships
- To prioritise an ethos of responsibility for learning and actions
- To offer a broad and intellectually stimulating curriculum including sport, art, music, drama, and STEM
- To spark freedom of choice and thought so that the girls go on to become gamechangers.

At the heart of Glendower's educational philosophy and curriculum is a commitment to developing curiosity, confidence and creativity. Through an evidence based, research-informed approach to teaching and learning, and with deeply committed teaching staff, girls are supported and encouraged to reach their personal best. Glendower believes that a love of learning is for life and aims to deliver a vibrant curriculum that develops knowledge, understanding, creative and critical thinking skills. Curriculum areas support the development of happy, healthy and well-balanced girls and the Glendower Learning Habits, 'The Six Rs', help prepare girls for life beyond the School.

The 6 Rs:
Responsibility
Resilience
Readiness
Resourcefulness
Reflectiveness
Relationships



Early Years and Nursery

The Little Glendower Nursery, which launched in September 2022, offers the perfect setting for the girls' introduction to a Glendower education. The Nursery has been carefully designed to help foster and nurture creative thinking and curiosity in each child, and to inspire learning in a fun and safe environment. Entry from Nursery into Reception is not automatic, and all girls sit the 4+ entry assessment.

As girls join Reception, the School continues to instil a love of learning and a sense of enthusiasm. Teachers and teaching assistants work together to deliver a structured Early Years curriculum that provides a fluid transition from the Nursery. The girls enjoy subject specialist teaching from an early age, with Music, French, PE, Computing and Drama all taught by specialist staff.

Pre-Prep

Teaching in Years 1 and 2 continues to focus on the individual needs of every pupil, inspiring them to succeed across a wide range of enjoyable and stimulating learning experiences that cover the full breadth of the curriculum. Most classes are taught by form teachers, each supported by a teaching assistant. The core curriculum includes English, Maths, Science, Art and Design, Humanities and RE and PSHEE/RSE. Specialist teaching continues for Music, French, Mandarin, Games, Computing and Drama, with Dance, Gymnastics and Swimming also introduced.

Prep School

Prep School starts in Year 3, where girls build on the strong foundations laid in the Pre-Prep. Pupils benefit from an increase in subject specialist teaching throughout Prep School and, by Year 4, all subjects are taught by subject specialists. Latin and Spanish classes are introduced in Year 6. The curriculum is further enriched by visiting speakers, workshops and subject focus days, which bring learning to life.

Whilst girls are thoroughly prepared for the 11+ process, the approach to teaching and learning crucially aims to develop the wider skills needed to prepare the girls for their senior schooling.



Location and Facilities

Glendower is situated in the heart of South Kensington, close to the museums and well served by transport links. The location also enables the School to take full advantage of the theatres, galleries, parks and other amenities of central London. The School occupies seven floors over two adjacent Victorian properties at 86 and 87 Queen's Gate, on a large corner plot facing Stanhope Gardens.

Glendower operates in a highly competitive market and has excellent facilities to maintain its status as a leading independent girls' prep school. Facilities include a library, specialist rooms for all subjects, including dedicated Science, Art, Humanities, and ICT rooms, a Music room and practice suites. The School utilises nearby green spaces and neighbouring institutions for a range of activities, including Hyde Park and Battersea Park for sport.



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The Role

The Director of Academic Studies & Scholarship will be a key member of the Senior Leadership Team (SLT), reporting to the Head. This role requires strategic oversight of the curriculum, leadership in academic innovation, and a commitment to maintaining the highest academic standards. The successful candidate will work collaboratively with staff to develop a stimulating learning environment, promoting research-informed pedagogy and a scholarship-driven culture.

This is an exciting opportunity for an ambitious and visionary educational leader to shape and oversee the academic strategy at Glendower. The Director of Academic Studies & Scholarship will be responsible for advancing academic provision across the School, ensuring excellence in teaching and learning, and fostering an environment where intellectual challenge and curiosity are celebrated.



Key Responsibilities

Academic Leadership & Strategy

- Lead the academic vision and strategy of the School, ensuring alignment with Glendower's mission and values.
- Advise the Head and Governors on curriculum development, assessment policies, and academic innovation.
- Stay informed of national and international educational developments, ensuring that Glendower remains at the forefront of best practices in teaching and learning.

Teaching and Learning Excellence

- Foster a culture of intellectual curiosity and high academic expectations across all subjects.
- Lead on professional development initiatives to ensure outstanding teaching and learning practices.
- Oversee the tracking, monitoring, and analysis of pupil progress and academic outcomes.
- Ensure that teaching strategies are evidence-based and informed by current research in education and pedagogy.

Curriculum & Assessment Development

- Oversee the design, review, and implementation of a broad and challenging curriculum that prepares pupils for top senior schools.
- Ensure robust assessment and reporting systems that provide meaningful feedback to students, parents, and teachers.
- Promote cross-curricular links and interdisciplinary learning opportunities.



Scholarship & Intellectual Enrichment

- Champion a school-wide culture of scholarship and intellectual engagement.
- Develop initiatives to support a culture of academic challenge and ‘teaching to the top’.
- Organise academic events, speaker programmes, and academic partnerships with other educational institutions to inspire a love of learning.

Staff Development & Management

- Lead, support, and mentor Heads of Departments to ensure consistency of academic excellence.
- Foster a culture of professional growth, providing training and resources to enhance teaching methodologies through the adoption of a coaching culture.
- Conduct quality assurance monitoring (including lesson observations) and provide constructive feedback to drive continuous improvement.
- Contribute to school pastoral initiatives.

Academic Administration & Compliance

- Ensure compliance with relevant educational regulations and inspection frameworks.
- Work closely with the Registrar to support the academic aspects of student entry and assessment outside of the 4+.
- Oversee academic policies, including those related to homework, marking, and assessment.



Person Specification

We are seeking an outstanding leader with a passion for scholarship and academic excellence. The ideal candidate will possess:

Qualifications & Experience

- QTS or other relevant teaching qualification
- A strong academic background with a degree in a relevant discipline
- Proven leadership experience, ideally in a senior academic role such as Assistant Head or Head of Department
- A track record of curriculum development, pedagogical innovation, and academic leadership.

Skills & Attributes

- A visionary approach to academic leadership and innovation
- A commitment to fostering a culture of academic excellence and intellectual curiosity
- A commitment to girls' education
- Exceptional communication and interpersonal skills, with the ability to inspire students and colleagues alike
- Strong analytical and organisational skills, with experience in using data to drive academic outcomes
- An ability to manage change effectively and lead staff with energy and purpose
- A collaborative and inclusive leadership style, with a commitment to professional development.



Salary and Benefits

Salary will be competitive and commensurate with experience. Glendower offers a supportive working environment and a range of benefits, including complimentary lunch and refreshments during term time and a competitive defined contribution pension scheme.

Safeguarding and Child Protection

Glendower Preparatory School is committed to safeguarding and promoting the welfare of children and young people. The successful candidate will be required to undergo an Enhanced Disclosure and Barring Service (DBS) check and must be committed to the safeguarding principles outlined in the School's policies.



How to Apply

Interested candidates are invited to contact RSAcademics in the first instance, to arrange a confidential discussion with:

Kate Howe, Search Consultant: katehowe@rsacademics.com
or Liz Francis, Senior Advisor: lizfrancis@rsacademics.com

The deadline for receipt of applications is 10.00 am on Monday 10th March 2025

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

You should submit:

- A completed application form (available to download from www.rsacademics.com).
- A covering letter addressed to the Head, Ms Claire Boyd. The letter should be a maximum of two pages and should explain your reasons for applying and outline your suitability for the role.

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

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.
- First round interviews will take place with RSAcademics and Ms Claire Boyd via Microsoft Teams, on either Thursday 13th or Friday 14th March 2025.
- Second round interviews will take place at Glendower Preparatory School on Monday 17th March 2025.

Founded in 2002 by Russell Speirs, RSAcademics 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. Please visit www.rsacademics.com for more information.

RSAcademics is committed to promoting diversity and inclusion in schools and to safeguarding and promoting the welfare of children and young people.