



# ASHFOLD

## SCHOOL



# Candidate Brochure

## Head

Required for September 2025



## Candidate Brochure: Head

Ashfold is a leading coeducational Independent Prep School for pupils aged 3-13 years. The School's home is an elegant Jacobean mansion set in 30 acres of beautiful grounds, on the edge of the village of Dorton in the Buckinghamshire countryside, close to Thame. The School has recently joined The Stowe Group of Schools and is governed by The Board of Governors of The Stowe Group.

We are now seeking to appoint an exceptional leader to become the next Head of Ashfold from September 2025, succeeding the current Head, Colin MacIntosh, who is taking up the role of Head of Cargilfield School after a successful tenure of seven years at Ashfold.

The Governors seek to appoint an inspirational individual who is well-qualified and forward-thinking, with a previous track record of success, and who can continue to develop the excellent educational and pastoral care provided by the School with inspiration and vision.

The successful candidate will possess excellent communication, administrative and organisational skills and will be able to foster positive relationships with the children, parents, staff and the wider School community. The new Head will be kind, caring and approachable and will be motivated to get involved with all aspects of this busy and vibrant School.

Ashfold offers an excellent all-round education and a wealth of opportunities to excel both in the classroom and beyond. We encourage and celebrate participation in Sports and the Arts, including Art and Design technology, Drama and Music as well as a wide variety of extra-curricular activities enabling every child to develop their individual strengths, talents and interests and discover new ones.





## **The School**

The School consists of approximately 270 boys and girls, aged 3 to 13 years. The week runs from Monday to Friday and there is no Saturday School. We offer optional boarding (up to three nights a week from Year 5 and up to four nights a week from Year 6) which is very popular. Applicants should bear in mind that all academic staff are expected to contribute to the extra-curricular life of the School as well as teaching in the classroom.

Ashfold is broadly non-selective at the point of pupil entry and follows a wide and challenging curriculum to prepare pupils for both Common Entrance and Scholarship examinations. The majority of pupils remain at the School to the end of Year 8.

Ashfold has been awarded 'EXCELLENT' in all categories by the Independent Schools Inspectorate (ISI) following our recent Compliance & Educational Quality Inspection. Further information can be found at [Latest report marks us 'excellent' - Ashfold School](#).

## **The Stowe Group of Schools**

Ashfold's membership of The Stowe Group will enable the School to benefit from a wealth of shared expertise in areas such as strategic leadership and governance, resources for teaching and learning, professional development as well as delivering cost efficiencies across the Group. The Stowe Group has committed to investing in Ashfold's facilities and the Governors' Estates Committee will work with the Ashfold Leadership team to identify development priorities.

The Stowe Group recently launched its Change Maker vision, inspiring pupils and colleagues to be Change Makers who will shape positive futures for themselves, their families and the global community.

Through the Change 100 programme, the Stowe Group aims to raise £100m for transformational bursaries. The programme will promote social mobility by allowing unprecedented access, regardless of financial means or circumstances, to a Stowe Group education.

The Group has developed partnerships with local schools, created strategic links with universities, businesses and NGOs and continues to actively explore international opportunities.



## **The Role**

The Head of Ashfold School reports to the Head and Governing Body of The Stowe Group and is a member of The Stowe Group Executive Leadership Team.

The Head is expected to provide dynamic and thoughtful leadership so that the School can flourish both at an operational and strategic level. The duties of the Head include but are not necessarily limited to the following:

### **Strategic Direction**

- Work with the Board of Governors and the Executive Leadership Team to deliver the Change Maker vision and implement the strategic plan with clear and measurable targets.
- Secure the commitment of the School's key constituents to the strategic vision and overall direction of the School, including colleagues, parents, alumni and the wider community.
- Support and encourage the Protestant and Evangelical principles of the Church of England.
- Ensure that positive relationships between colleagues, pupils and parents (prospective, current and former) remain a priority.
- Integrate Ashfold into The Stowe Group of Schools and ensure that Ashfold aligns with Stowe's Change Maker Vision.

### **Leadership & Management**

- Provide overall leadership to all colleagues, continuing to develop a culture of excellence across all areas of School life and show a deep commitment to a high-achieving, child-centred community.
- Ensure that the School is fully compliant with the Department for Education and Local Authority Child Protection and Safeguarding regulations and best practice.
- Take overall responsibility for the delivery of excellent pastoral care – ensuring the security and pastoral care of all pupils in line with Safeguarding legislation, including Safer Recruitment and working alongside external agencies as appropriate.
- Oversee and ensure compliance with all aspects of Health and Safety guidance and regulation.
- Continue the development of strong, cohesive and proactive Senior Management, Education and Pastoral Teams, ensuring that roles and responsibilities are clear and that the highest standards of performance are set and maintained.
- Foster a strong commitment to the values of the school among the teaching and support colleagues.



- Provide the highest level of care for the physical and mental health and well-being of all pupils and colleagues.
- Ensure that appropriate policies and procedures are in place to recruit, develop, reward and retain the best and most committed teaching and support colleagues to ensure that the school is effective in delivering its aims.
- To ensure that suitable pupils are recruited and to play a full part in Open Days and other recruitment events.
- Attend all meetings of the Executive Leadership Team and Governing Board and other such committees as required by the Head of The Stowe Group, providing reports (written and/or oral) as required.
- Deal with concerns and complaints with care and sensitivity, and in line with School policy.

### **Educational Leadership**

- Provide strong, visible and accessible leadership to the whole school community, overseeing the development of an appropriately challenging curriculum, informed by high academic standards, to achieve the best academic results for each pupil.
- Oversight of teaching to ensure outstanding lessons are delivered across the whole School at an appropriate level of educational challenge.
- Ensure that all required arrangements are in place to facilitate successful inspections and provide guidance and leadership through the inspection process.
- Oversee and regularly review procedures relating to assessment and regulation, reporting on pupil performance and progression.
- Ensure that that the teaching and learning opportunities presented by being part of The Stowe Group are fully explored for the benefit of the pupils and colleagues.





## **External Engagement**

- Maintain the School's profile within the education sector, including membership of IAPS, and work with The Stowe Group Executive Leadership Team to ensure that the School maintains and develops its brand and public profile.
- Work closely with the Executive Leadership Team and The Group Director of Finance to ensure that the School meets its financial targets.
- Ensuring positive relationships with current and potential parents, as well as the School's alumni.
- Continue to build the strong relationships that Ashfold enjoys with its network of senior schools.
- Work with The Group Director of Marketing & Admissions to meet recruitment targets for the School and to ensure an appropriate public relations/media profile.
- Work with The Group Director of Development to engage the School's community in the development plan through fundraising.
- Support the maintenance and further development of community engagement and foster a sense of public service among pupils and colleagues.

## **Business Management**

- In conjunction with the Board of Governors and supported by The Group Director of Finance and the Prep Schools' Director of Finance, assume overall responsibility for the strategic financial planning of the School.
- 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.

**This role profile is not exhaustive and it will be subject to periodic review.**



## **The Candidate**

### **Qualifications & Experience**

- A good university degree with experience of senior management within a School.
- A proven track record of success in management and leadership. Experience of building, developing and leading high performing teams.
- Experience of prioritising and delegating effectively in a busy and demanding school.
- A clear commitment to leading by example to ensure the safety and security of all pupils and colleagues, and that this must remain at the heart of the School's mission and day-to-day practices.
- A thorough understanding of Head's responsibilities in relation to Safeguarding and Child Protection issues and a clear commitment to delivering best practice in Safeguarding.
- Have the skills to run an inclusive and diverse school community, valuing and promoting inclusion.

### **Knowledge, Skills & Values**

- Ability to lead, inspire, delegate and motivate.
- Set the highest standards of teaching excellence and inspire the same in others.
- A clear understanding of, and affinity to, both the boarding and day school market, and the full co-curricular environment that it demands.
- Excellent listening and clear communication skills (written and oral).
- Willingness to be externally visible and act as a high-profile ambassador for the School to current and potential parents, acting with wisdom, strength of purpose and engagement.
- Knowledge of, and ability to manage, financial matters, risk, regulatory and legal issues.
- Commitment to meaningful engagement and working in partnership with the wider community.
- Excellent decision-making and problem-solving skills.



## Applications

Interested candidates are invited to complete the application form which can be downloaded from [Stowe - Application Form](#)

Alternatively, if you would like to speak with the Recruitment Team, please contact: [recruitment@stowe.co.uk](mailto:recruitment@stowe.co.uk) or call 01280 818344.

Please submit a completed application form, CV and a covering letter addressed to the Head of The Stowe Group, Dr Anthony Wallersteiner. The letter should explain your reasons for applying and outline your suitability for the role.

The closing date for applications is 6pm on **Sunday 8 December 2024**

## Interviews

Short-listed candidates will be invited to interview on **Friday 13<sup>th</sup> December 2024**

Ashfold is committed to the protection and safety of its children. Applicants will be required to undergo child protection screening appropriate to the position, including checks with past employers, the Disclosure and Barring Service (DBS) and online background checks by a third-party provider. The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DBS filtering rules) in order to assess their suitability to work with children.

## Remuneration and Benefits

A generous salary will be offered to reflect the importance of the post and the experience and qualifications of the individual appointed.

The post requires the applicant to live on-site in a reasonably sized family house within the School grounds and generous fee remissions are available.

## Safeguarding

The welfare, health and safety of all those who learn, work or visit Ashfold School is our prime concern. The post holder is responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible or with whom they come into contact with. They must adhere to and ensure compliance with the School's Safeguarding Policies and procedures at all times. If, in the course of carrying out the duties of the post, the postholder becomes aware of any actual or potential risks to the safety or welfare of the children at the School they must report any concerns to the School's Designated Safeguarding Lead or to the Chair of Governors.