



LGS
STONEYGATE

Deputy Head - Pastoral
Full-time
September 2025

A message from the Principal

Many thanks for your interest in Leicester Grammar School Trust. I hope that the following introductory notes will give you an impression of our thriving and ambitious schools and will help you to decide whether or not to submit an application. You will gather from the Trust's remarkable history that it is an inspiring and vibrant place both to learn and to work, with a commitment to preparing young people for a lifetime of challenge and fulfilment. Staff share high expectations not only of what children can achieve but, above all, of who they can become – when enthused through dynamic teaching, provided with outstanding opportunities and supported through attentive pastoral care.

I hope you may wish to be part of this warm and happy community as it goes from strength to strength.

John Watson Headmaster of Leicester Grammar School and Principal of Leicester Grammar School Trust



Leicester Grammar School Trust

Leicester Grammar School Trust (LGST) is a forward-thinking family of schools, underpinned by a strong sense of values. Its mission is to be an inspiring centre for co-educational excellence in academic and personal development, within a Christian ethos. We attract and encourage enthusiastic, dedicated and innovative teachers and support staff who all contribute to our pupils' progress and happiness.

At the heart of the Trust is Leicester Grammar School, founded in 1981 in response to the demise of the maintained grammar schools in the area. The Junior School was added in 1992, which broadened the educational offering of the Trust. The defining milestone in the Trust's development was the bold and inspired decision in the mid-2000s to move the two schools from the heart of Leicester to the edge of Great Glen, a rural village some seven miles to the south of the city. Since September 2008, the two schools have occupied a very attractive, 75-acre campus, which was officially opened by Queen Elizabeth II.

The acquisition of nearby Stoneygate School in 2016 has brought a third educational institution under the umbrella of the Trust, offering greater choice to parents in Leicestershire and surrounding areas who seek an independent education for their children. In September 2021, Stoneygate was relaunched as LGS Stoneygate, with its own unique ethos and identity within the Trust's family of schools.

Situated on the outskirts of one of the most multicultural cities in the UK, all three LGST schools are proud to draw children from city and country, and to welcome pupils and staff from a rich range of cultural and religious backgrounds.

A message from the Headmistress

LGS Stoneygate is a co-educational day school for pupils from the age of four to sixteen. Originally founded in 1856, it remains one of Leicestershire's most respected and well-regarded schools, set on a beautiful rural campus.

In addition to a robust academic curriculum, LGS Stoneygate is proud of its small class sizes, and forty acre campus that together offer a genuine space to learn and grow. Our close-knit community is one in which everyone is known as an individual, yet one where everyone plays their part to enable us to field successful sports teams, play together in orchestras and stage drama productions.

We aim to give each child a well-rounded education blending notable academic achievement with excellence in each child's individually-discovered talents. Our committed staff work together to support the learning of every child through our broad academic curriculum and by virtue of the provision of a wide range of co-curricular activities.



Christina McCullough
Headmistress

The school aims to empower, enthuse and inspire children in a happy, safe and caring environment and our core values (The 4Cs) inform all that we do:

- **Caring** - As a school community we care about ourselves, each other, the local and global environment
- **Creative** - Pupils and staff are encouraged to be creative in every subject area and in all that they do
- **Curious** - Children should explore, experiment, question and challenge theories
- **Committed** - At LGS Stoneygate we believe that all staff and pupils must show commitment and perseverance

Opportunity, achievement and community

Our pupils enjoy exceptional opportunities with and beyond the classroom; we have high expectations, but the success of our community stems above all from a culture of aspiration and care.

Examination results at key stage 4 include: 94% of results grade 4 or above and Value Added +0.7 in 2024 (GCSE and BTEC).

Our recent ISI report states that "Leaders and staff create an ethos of mutual respect where pupils appreciate the individuality of others and feel they can be themselves".

Campus and Facilities

LGS Stoneygate is based on traditional values yet future focused. Our beautiful historic buildings stand alongside modern science and food technology labs, IT and sports facilities. We value books, art, technology, sport and performing arts; we embrace our unique culture built and refined over the last 165 years, yet successful at preparing pupils for the modern world. Within our glorious surroundings, we possess a deep and genuine commitment to provide a first-class education, one through which our pupils develop a passion for learning, a capacity for independent thought and an appreciation of academic rigor.

The Post

From September 2025, we require a Deputy Head (Pastoral) with the vision, experience and talent to lead the pastoral care of pupils in this vibrant school.

The Senior Leadership role will suit an innovative and inspiring teacher with a proven record of excellence both in the classroom and in pastoral middle or senior leadership; it represents an exceptional opportunity for an outstanding educationalist who may aspire to headship in due course.

The successful candidate will care passionately for the personal development of every individual within our warm, happy and ambitious community. They will enjoy working with young people, have a clear understanding of both the joys and pressures of adolescence, and will recognise and nurture the immense potential of every child.

Job Description

As a member of the Senior Leadership Team:

- Promote the vision and aims of the school
- Lead improvements in achievement and attainment for all pupils
- Raise aspirations in standards of teaching and learning
- Ensure the effective strategic direction, leadership and management of all aspects of school organisation
- Share responsibility for the effective running of all school events
- Attend all meetings, including SLT meetings (including before the start of term, and those after school)
- Write, review and implement school and Trust policies to ensure the school meets all statutory guidelines
- Plan, deliver and implement INSET sessions, and other such meetings
- Lead by example both in a teaching capacity and through supporting the school's activities, performances and events
- Consistently and fairly uphold and enforce school rules and to work in co-operation with colleagues to promote the high standards of behaviour and concern for others
- Promote and attend parents' evenings, Taster Days, Open Days and other such events



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- To liaise with parents and colleagues over all matters relating to the pupils' progress and well-being as appropriate
- Perform those tasks necessary for the administration of the day-to-day life of the school
- Ensure the effective use of resources
- Organise duty and assembly rotas as required
- Work as a team to organise and promote all public events
- Take part with the Headmistress in a Professional Development Review meetings which will include the agreement of professional development/ training objectives for the coming year
- Conduct Teacher Development Reviews as required
- Contribute to Trustee meetings as required
- Write and deliver the Induction of new Staff programme

Pastoral

- Oversee effective pastoral care at all levels in the school.
- Bring a pastoral perspective to the consideration of those pupils experiencing academic difficulties
- Oversee and monitor the induction and integration of all new pupils into the school
- Act as a strong advocate of pupil voice, overseeing the activity of the School Councils and Food Council
- Monitor the content and implementation of the pastoral programme in form time and assemblies
- Provide up-to-date information on any new thinking or research which positively influences school pastoral care
- Take responsibility for the development of pastoral strategic planning and contribute to the school action plan
- Play an active role in the training and development of staff in matters relating to pastoral care
- Develop and implement a programme of pastoral information and guidance events for parents
- Manage and enhance the school's rewards and sanctions policy and procedures

- Ensure that expected standards of behaviour and dress are maintained and offer support to staff as appropriate
- Act the school's Designated Safeguarding Lead, working and liaising with the Trust DSLs and Safeguarding Trustee.
- Actively promoting and liaising with Trust-wide well-being team to ensure LGS Stoneygate pupils benefit from access to all services
- Manage the delivery of PSHE, well-being and charity work across the school
- Meet with the Head of Prep & Pre- Prep weekly
- Chair the weekly pastoral Multi Disciplinary meetings and implement actions as required
- Liaise with external agencies as required
- Ensure trips include the relevant pastoral information before departure
- Work with the Trust DSLs to write and deliver annual safeguard training
- Work collaboratively with all departments
- Embrace multi-disciplinary safeguarding

Organisation

- Advise staff about the start and end of term arrangements in liaison with the Headmistress
- Ensure the school calendar and CPOMS are kept up to date and accurate
- Oversee the League system, meetings and assemblies
- Organise duty rotas
- Organise the co-curricular clubs and activities timetable

As Deputy Head, the appointee will be expected to:

- Deputise for the Headmistress in her absence
- Teach approximately a 50% timetable
- Undertake the duties and responsibilities expected of a teacher at the Leicester Grammar School Trust
- Ensure, with the Headmistress, that the school fully meets the regulations and expectations of the Independent Schools Inspectorate
- Promote good relations with feeder schools
- Undertake such other duties to support the Headmistress as may, from time to time, be reasonably expected as a Deputy Head



Additional Duties

- Support the aims and objectives of the Leicester Grammar School Trust, in line with all school policies and as detailed in the staff handbook
- Be an effective advocate for the individual pupil and be an effective ambassador for the school
- Maintain personal resilience and well-being as a key to supporting others
- Supervise children as required at break and lunch times
- Work within current safeguarding and schools' guidance and legislation
- Use excellent organisational skills and interpersonal and communication skills to manage own workload and build relationships

All members of SLT support the Headmistresses with staff and pupil recruitment and take an active interest in all aspects of school life. They are expected: to remain abreast of developments in their sphere of responsibility; manage their own personal and professional development; to lead meetings with parents and to take assemblies, thus contributing positively and actively to the culture of the school.



Person Specification

Essential Qualifications, Experience and Skills

- Have a recognised teaching qualification and academic degree
- Be an outstanding, experienced and qualified teacher, either up to 11+, 13+ or GCSE
- Have a proven record of excellence in pastoral middle or senior leadership
- Have a track record of initiative and innovation
- Have an understanding of whole-school strategy, having contributed to an aspect or aspects of whole-school development
- Have the ability and imagination to develop strategy which enhances the pastoral care of pupils and staff
- Be able to build effective working relationships quickly and bring people with you
- Able to lend clear direction to discussion and to ensure implementation of agreed actions
- Be committed to raising standards and new initiatives
- Be an outstanding administrator and organiser, with an eye for detail
- Have outstanding written and oral communication skills, and relate very well and sensitively to pupils, staff and parents
- Have strong collaborative skills and therefore work very well as part of a Senior Leadership Team, whose members are mutually supportive and complement each other through their diverse skills and abilities
- Be wholly supportive of school aims, ethos and policies/ procedures
- Enjoy involvement in the pastoral and co-curricular life of a busy and ambitious school community
- Exercise own responsibility for the safeguarding of young people.

Desirable Qualifications, Experience and Skills

- Experience of teaching in a Prep, Senior or all-through school
- Have a Masters or NPQSL or equivalent
- Strong ICT skills, and the willingness and ability to learn new systems, as required by the post

- Have a very good understanding of the issues which both positively and negatively influence pupil behaviour and well-being
- Have an understanding of co-education, diversity and inclusion
- Demonstrate commitment to own professional development
- Have an understanding of the benefits of co-education
- Able to demonstrate and promote positive values, attitudes and behaviour with young people

Personal Qualities

- Be seeking a fresh challenge, which might in due course lead to headship
- Have the humility to listen and the ability to engender trust
- Have a positive and enthusiastic outlook
- Be entirely trustworthy and appropriately discreet
- Have an enthusiasm for your subject specialism
- Willingness to work flexibly according to the fluctuating demands of the role
- Model and promote good manners and an understanding of the needs of pupils of all abilities
- Ability to work as part of a team and collaboratively across the school
- Excellent interpersonal and communication skills
- Creativity, common sense and a good sense of humour.

Please note this job description outlines the main duties and responsibilities of the position and is designed for the benefit of both the post holder and Leicester Grammar School Trust in understanding the prime functions of the post. It should not be regarded as exclusive nor exhaustive as there may be other duties and requirements associated with and covered by the post.

Original certificates will be required as proof of qualification. All other attributes will be assessed using the contents of the application form, at interview and with professional references.





Hours and benefits

Staff in our schools are well qualified and enthusiastic and have high expectations of themselves and their pupils. The Trust has a strong reputation for pastoral care and teaching staff are committed to co-curricular activities.

Start Date	September 2025
Hours	Full-time
Salary	Competitive
Pension	The Trust has two pensions schemes which are open to all teachers: Teachers' Pension Scheme or the Aviva APTIS Pension Scheme
Lunch	School lunch is provided during term-time
Education	Fee remission for the children of our staff is available at all schools across the Trust
Car Parking	Free car parking is available at the school site
Gym	Employees have access to the LGS gym (time restrictions apply)



Application Details

Interested candidates are advised to apply early as we reserve the right to close this vacancy earlier than the specified deadline, if a suitable candidate is found. Previous applicants need not apply.

The closing date for applications is **31 March, 9:00am**.

Interviews

1st Stage interviews will take place on 4 April

2nd Stage interviews will take place on 8 April

Please note that tours of the school form part of the interview for short-listed candidates. Also, references will be obtained prior to interview. Leicester Grammar School Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Applicants must undergo safer recruitment checks, including checks with past employers, on-line searches and the Disclosure and Barring Service (DBS). This role involves engaging in regulated activity relevant to children, it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

This role is exempt from the Rehabilitation of Offenders Act 1974 and the Trust is therefore permitted to ask you to declare all convictions and cautions (including those which would normally be considered "spent") in order to assess your suitability to work with children.

If you are successful in being shortlisted for this role, you will be required to provide information about your suitability to work with children by completing a self-declaration form. In this form you will be required to provide details of all spent and unspent convictions and cautions. However, you will not have to disclose a caution or conviction for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

Please refer to the Data Privacy Notice and Annexes on the Policies page of the school's website for the Data Privacy Notice for individuals applying for work within Leicester Grammar School Trust (Annex 3).

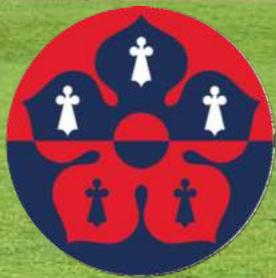


Equal Opportunities

Leicester Grammar School Trust is an equal opportunities employer and is committed to equality of opportunity for all staff. The Trust takes very seriously its duty to safeguard children, to remove discrimination, to advance equality of opportunity and to foster positive and caring relationships, by integrating safety and equality into each school's core priorities and functions.

We welcome applications from all sectors of the community as we aspire to attract staff who reflect the social and cultural diversity of our pupils. We consider the most important factor to be the right skills, abilities and aptitude for the job which will ultimately improve the education and well-being of our pupils. We also encourage applications from individuals at all stages of their career, and regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage / civil partnership.





LGS
STONEYGATE

Independent Co-educational Day School for children aged 4-16
Stoneygate School, London Road, Great Glen, Leicestershire LE8 9DJ
0116 2592282 | adminoffice@lgs-stoneygate.org.uk | www.lgs-stoneygate.org.uk
Stoneygate School forms part of the Leicester Grammar School Trust, a Company Limited by Guarantee and a Registered Charity in England and Wales.
The Company Registration number is 1521751 and the Charity Registration number is 510809.