



BROMSGROVE

CANDIDATE INFORMATION
FOR THE POST OF
DIRECTOR OF GCSE

THE POST

This job description is only an outline for the position as the role itself might change and evolve subject to discussion and negotiation. While there will inevitably be some overlap with the work of Houseparents, the Director of GCSE will work to ensure that pupils in Years 9 to 11 experience a smooth and positive induction into the Senior School, follow an enriching and well-supported GCSE pathway in which they are both challenged and supported to maximise their achievement, and are then guided towards the most appropriate Sixth Form courses.

The targets must be achieved through sensitive liaison with a broad range of constituencies including: pupils, parents, the Heads Curriculum Support, G&T, EAL and other academic Departments, teachers, Houseparents, the Directors Futures (University & Careers) and of the IB and A Levels and the Deputy Head (Academic).

The successful candidate will be the public face of the three younger year groups in the Senior School in terms of academic issues. They will seek to ensure that students' individual needs are well catered for by ensuring that pupils are studying the 'right' subjects in the 'right' sets and are given timely access to appropriate support and stretch. The successful candidate will:

- Monitor the progress of students through the use of grade and assessment data (generated both internally and externally to the school) to ensure they realise their academic potential.
- Initiate and enable remedial support systems to be put in place by CS, EAL, G&T or at the house or departmental level.
- Advise, approve and communicate information on adjustments to students' programmes with parents (which will, in part, involve being in School and dealing with parents during the summer after gcse results)
- Further develop the use of value added data with the Deputy Head (Academic)
- Actively promote a strong work ethic and study skill programme, working with and through House Parents and tutors and Heads of Department.
- Produce documentation in conjunction with the Deputy Head (Academic) regarding pupil monitoring.
- Advise on individual pupil's setting arrangements, liaising with Heads of Department, House Parents, Admissions and the School's timetabler.
- Oversee the Fourth and Fifth Form Tutoring Programme (to support students' study and inter-personal 'softer' skills as well as their interests and aspirations beyond I/ GCSE specifications), the use of study periods and the smooth running of the ALP programme.
- To encourage high aspirations by encouraging stretch and academic exploration beyond I/GCSE specifications.



- Support the smooth administration of the year groups, organising baseline testing, prizes, the Fourth Form Forum, helping with internal assessments and the school's reporting systems.
- Take particular interest in those who join Bromsgrove in Year 10, 11 or at other non-standard times to ensure that they are well-supported.
- Work with the Deputy Head (Teaching) to ensure that the Parents' Information Evenings for Years 9 to 11 are relevant to the parents in these years.
- With the Deputy Head (Academic) seek opportunities to further develop our academic offering to pupils in Years 9 to 11, drawing on the best and most appropriate innovations

Academic issues faced by students in our Fourth and Fifth Form will be understood within the context of what students have experienced before and what the expectations of them are in future - close liaison with the Prep School and Winterfold and the Directors of A Level and IB will be necessary. Indeed, as a member of SALT, the Director of GCSEs will be fully involved in collegial discussions that help define the school's academic tone and direction.

Administrative efficiency and the ability to use data productively will be crucial to the successful fulfilment of the role. However, good 'people skills' will also be vital, as after examinations in particular there will be difficult face-to-face dealings with parents and pupils. The successful candidate will have the personal credibility to liaise effectively with other senior colleagues and parents. They will be as keen to nurture the scholasticism of our most able as they will be to ensure that those who are struggling are engaged with the curriculum.

The successful candidate will have an office from which to work and an appropriate level of time remission in order to carry out the role effectively.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
Experience/Qualifications		
Strong degree in relevant subject	*	
Post-graduate degree		*
QTS	*	
IT literate	*	
Skills, Knowledge and Abilities		
Strong verbal and written communication skills	*	
Ability to meet deadlines	*	
Personal		
Motivated	*	
Approachable	*	
Interested in personal development	*	

APPLICATION PROCESS

To apply, please complete the online application form. Strong candidates will be interviewed at the first opportunity.

For an informal discussion regarding the post, please contact Mr Peter Ruben, Deputy Head Academic at pruben@bromsgrove-school.co.uk .

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.

ABOUT BROMSGROVE

Bromsgrove pupils are academically ambitious and resilient: their behaviour is exemplary. Whilst we are not an exceptionally selective school, we expect our pupils to work hard and fulfil their potential – around two-thirds achieve a 9-7 in each of their GCSEs and over a half achieve at least an A grade in their A Levels. In 2025 our IB Diploma students averaged 39.8 points. Over a quarter of our Year 13 leavers move on to undergraduate courses at World Top 50 universities, with UCL, KCL, Manchester, Exeter and Bath tending to be the most popular destinations.

We field nationally competitive teams in all main sports; we have been one of the top six ranked schools for sport nationally in each year over the last dozen years that rankings have been published. Staff are encouraged to support areas of extra-curricular life where they have a real passion and interest. Pastorally, the school is based on the House system. Each house has a Houseparent and a tutor team which caters for around 85 pupils. Almost all teaching staff are House tutors, each caring for around 12 pupils. Involvement with the boarding life of the School is most strongly encouraged.

The School is a hardworking environment - both the working day and week are long although terms themselves are relatively short. We offer a diverse range of opportunities for pupils and staff within a strongly academic and ordered framework. We seek to appoint teachers who are passionate about their subjects and the learning experience pupils receive. We aim for teachers to actively inspire and engage students by putting learning within the context of intrinsically interesting academic disciplines. The School encourages pupils both to reflect on their evolving ability as learners and to demonstrate their ability to learn and understand content and concepts.

Bromsgrove is a happy, unstuffy school where all are equally valued. Pupils are offered an education that is rounded and broad: for example, in the Sixth Form, A levels, the International Baccalaureate and BTECs are all on offer. Massive investment in facilities means co-curricular opportunities are outstanding. Whilst Bromsgrove is a large school, great care is taken to ensure pastoral care is personalised, and a thriving House system means a strong sense of belonging to a warm, inclusive and lively family is a keynote of the Bromsgrove experience.

With a contemporary and global outlook, Bromsgrove seeks to turn out young adults who have achieved at the highest level in a wide range of fields, who have a well-developed sense of community and the flexibility and resilience to deal with whatever life throws at them: in short, they are 'future-ready'.

LOCATION AND CAMPUS

Bromsgrove is a small, leafy market town in Worcestershire surrounded by rolling countryside. It is very well connected, situated just 16 miles southwest of Birmingham (26 minutes by train to Birmingham New Street) and 14 miles northeast of Worcester. London is around 2 hours 15 minutes away by train, and Birmingham Airport is only a 30-minute drive away.

Although half of central Bromsgrove is taken up by the School's 100-acre site, it does not physically dominate the town. There is no iconic building or long driveway. It is like a secret walled garden, but its influence and importance to the local economy is immense. Like the young people it aims to send out, it makes a crucial difference to the community in a way that is creative, respectful and unpretentious.

Behind the walls, Bromsgrove boasts beautiful grounds – the main Senior School (1,074 pupils aged 13–18) campus is a tree-lined oasis. The Preparatory School (501 pupils aged 7–13) sits adjacent to the Senior School in its own 35 acres of grounds. The Pre-Preparatory and Nursery School (204 pupils aged 2–7) is two miles away, located in a Victorian mansion house with extensive grounds. Bromsgrove School merged with Winterfold School nine years ago; it has 284 pupils aged 2–13 and is situated six miles from Bromsgrove in a glorious rural setting.

A huge expansion programme over the past twenty years has led to a current roll of 2063 pupils aged 4–18, including just under 600 boarders. The attendant building programme has been massive, intense and imaginative. Projects include new boarding houses, a huge sports complex, eighteen new science labs, refurbished dining facilities and an impressive performing arts centre, which opened in 2017. Most recently, a new day house has opened, boarding houses have been refurbished and the staff common room and heritage centre have been modernised.

BROMSGROVE SCHOOL MISSION STATEMENT:

FLAIR : DISCIPLINE : ACADEMIC RIGOUR

Bromsgrove School aims to produce: happy, creative, moral citizens who live motivated, fulfilled lives while enriching the lives of others.

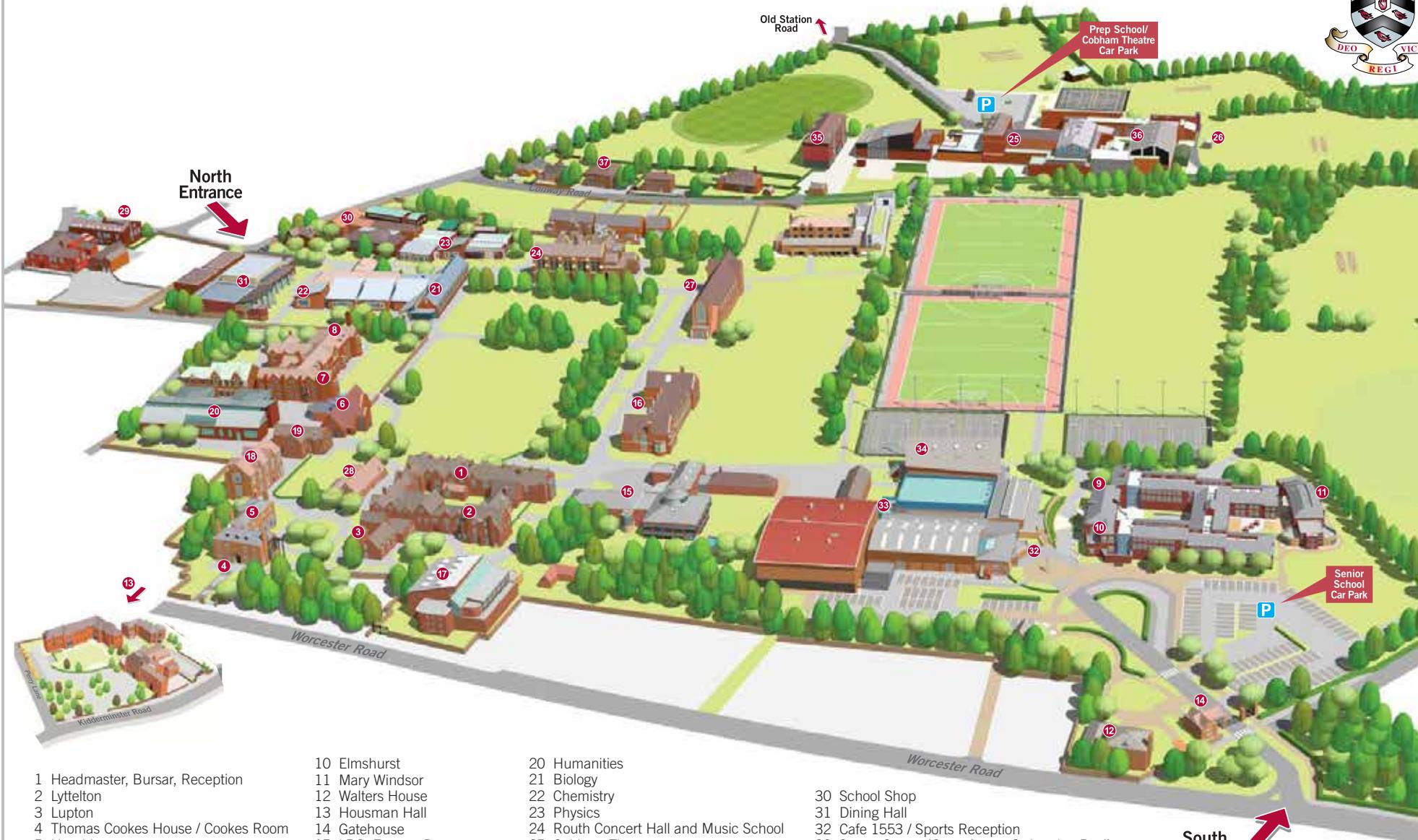
It seeks to achieve this through an enlightened, disciplined and broad education that responds to global change while retaining core values.

The Core Values Bromsgrove seeks to foster in its pupils are: Humility and Confidence; Compassion and Ambition; Respect and Curiosity; Tolerance and Vision





BROMSGROVE SCHOOL - SENIOR SCHOOL



- 1 Headmaster, Bursar, Reception
- 2 Lyttelton
- 3 Lupton
- 4 Thomas Cookes House / Cookes Room
- 5 Hazeldene
- 6 Ottile Hild House
- 7 Wendron-Gordon
- 8 School House

- 10 Elmhurst
- 11 Mary Windsor
- 12 Walters House
- 13 Housman Hall
- 14 Gatehouse
- 15 LRC, Futures Department
- 16 Kyteless
- 17 ADT
- 18 Big School
- 20 Humanities
- 21 Biology
- 22 Chemistry
- 23 Physics
- 24 Routh Concert Hall and Music School
- 25 Cobham Theatre
- 26 The Observatory
- 27 Memorial Chapel
- 28 Old Chapel

- 30 School Shop
- 31 Dining Hall
- 32 Cafe 1553 / Sports Reception
- 33 Sports Centre (Gym, Arena, Swimming Pool)
- 34 Hospitality Suite
- 35 Webber
- 36 Prep School

South
Entrance
B61 7HP

One of the UK's leading co-educational boarding and day schools.
2060 pupils aged 2 - 18

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