Royal Russell

Deputy Head Learning

To start September 2027



Welcome

I am delighted that you have expressed an interest in joining Royal Russell.

A leading co-educational independent school in South London, Royal Russell is different by design. We are a family school and we value those things which make each of us distinctively brilliant. Our school motto is *'Non Sibi Sed Omnibus'* which translates as 'not for oneself, but for all', and from this, we make a commitment to help every member of our learning community strive for their vision of success.

Our beautiful, green campus offers exciting learning opportunities and first-class facilities for both pupils and staff to develop and flourish. Staff are dedicated to providing a total education and this is reflected in the outstanding academic outcomes of our pupils.

Openness and inclusiveness are integral to the Royal Russell experience and we encourage applications from all communities, so that our staff body reflects our ambitious, open, distinctive and courageous Royal Russell pupil body.

If you are interested in joining a forward looking and successful school, I look forward to receiving your application.



Chris Hutchinson
Executive Head





Welcome from the Head of Senior School

As Head of Senior School, I am delighted that you are considering Royal Russell School as the next step in your professional journey.

Royal Russell is a school with ambition, but also with heart. Every day, I have the privilege of working alongside talented colleagues and remarkable young people who bring energy, curiosity and purpose to our community. Together, we strive to create an environment where every pupil is known, valued and encouraged to become the very best version of themselves.

Our aim is simple: to provide an exceptional education that prepares young people not only for examination success, but for meaningful and fulfilling lives. Academic excellence matters deeply to us, and we are proud of the achievements of our pupils. Equally important, however, is the development of character, confidence and compassion. Whether in the classroom, on the sports field, on the stage, through service initiatives or in the outdoors, our students are challenged to discover their strengths, embrace new opportunities and contribute positively to the world around them.

What makes Royal Russell special is the quality of the relationships that underpin school life. Ours is a warm, inclusive and supportive community where pupils and staff alike are encouraged to flourish. We have high expectations, but we also understand the importance of kindness, collaboration and a genuine sense of belonging. Visitors often comment on the atmosphere of the school; it is something we are proud of and work hard to preserve.

The success of our pupils depends upon the dedication, expertise and commitment of our staff. We are therefore committed to creating an environment in which colleagues feel valued, supported and able to develop professionally. We invest in professional learning, encourage innovation and provide opportunities for staff to make a meaningful contribution to the wider life and strategic direction of the school.

We are looking for individuals who share our belief in the transformative power of education and who are excited by the opportunity to make a difference to the lives of young people. Whether you are an experienced professional or at an earlier stage in your career, I hope you will see Royal Russell as a place where you can grow, contribute and thrive.

Thank you for your interest in Royal Russell School. I hope this recruitment pack gives you a flavour of our community, our values and our aspirations. I look forward to receiving your application and, perhaps, welcoming you to Royal Russell in the future.

Sam Powell
Head of Senior School





Our School

Royal Russell is a HMC/IAPS co-educational school with over 1,200 pupils between the ages of 3 and 18, situated on a beautiful green campus of 110-acres in South London, with a Junior School, Senior School and 200 pupil boarding community.

We are proud of our day and boarding facilities that rank amongst the best in the UK. Our pupils, parents and staff experience a warm and friendly environment with strong pastoral care for every pupil alongside a comprehensive co-curricular and enrichment programme. Royal Russell is proud to have achieved the highest grade of 'excellent' in every aspect during our most recent ISI Inspection.

Community Values

Royal Russell is a warm and thriving community of pupils, parents, staff, governors, Old Russellians, friends and supporters. We are bound together by our family ethos, a strong sense of pride in our school and a willingness to get involved.

By working together, supporting each other and having fun together, we have created a welcoming and inclusive environment for all. Living by our motto '*Non Sibi Sed Omnibus'*, we encourage the qualities and values of responsibility and giving - which make Royal Russell special.

We are committed to our responsibilities to our wider community - local, national and international. We encourage our pupils to contribute, participate and lead so that they can learn the skills and attributes needed to make a positive contribution to society, now and in the future.



Deputy Head Learning

Reports to Executive Head through Senior Deputy Head

Works closely with Senior Deputy Head, Deputy Head Pastoral and members of the School Leadership Team

Responsible for Academic leaders and operational roles allocated to the post, including specified Heads of Department, Timetable Team, Examinations Officer, Head of Learning Enrichment/SENCO and Deputy Head Learning Assistant

Teaching commitment will normally be 4-6 periods per week, subject to the needs of the School

The Deputy Head Learning is the School's strategic academic leader, responsible for the quality, ambition and continuing development of learning across Years 7-13. Working closely with the Executive Head, Senior Deputy Head and senior colleagues, the postholder will set and deliver a clear academic strategy that enables every pupil to achieve highly, develop intellectual curiosity and become an increasingly confident and independent learner.

The Deputy Head Learning will lead curriculum development, teaching and learning, assessment, academic standards and the responsible use of data and technology. They will support and challenge academic leaders, foster a culture of professional learning and ensure that evidence about pupil progress leads to timely and effective action.

As a senior whole-school leader, the postholder will contribute fully to the strategic direction and day-to-day leadership of Royal Russell, deputise for the Executive Head and Senior Deputy Head when required and play a visible part in the pastoral, co-curricular and community life of the School.



Key Responsibilities

Strategic academic leadership

Work with the Executive Head, Senior Deputy and other senior colleagues to define, communicate and deliver an ambitious academic vision for the Senior School, aligned with the School's strategic priorities and ethos.

Lead the development, implementation and evaluation of the School's academic strategy and annual academic development priorities.

Advise the Executive Head, School Leadership Team and governors on academic standards, curriculum development, national policy and emerging educational practice.

Ensure that academic policies, systems and decision-making support consistently high expectations, equitable opportunity and strong outcomes for every pupil.

Lead the academic preparation for ISI inspection and other relevant external review, ensuring that evidence of impact is current, coherent and well understood.

Contribute fully to whole-school strategy, policy development, risk management and the effective day-to-day leadership of the School.

Deputise for the Executive Head, Senor Deputy, or undertake other senior leadership responsibilities, when required.

Curriculum, teaching and learning

Lead the design and periodic review of a coherent, ambitious and inclusive curriculum across Years 7-13, ensuring appropriate breadth, depth, progression and challenge.

Ensure that teaching is consistently effective and that pupils experience high expectations, intellectual challenge, purposeful feedback and well-judged support across all departments.

Establish a clear, evidence-informed framework for evaluating and improving teaching and learning, using learning walks, work scrutiny, pupil voice, departmental review and other appropriate evidence.

Oversee the School's approach to assessment, feedback, recording and reporting, ensuring that it is proportionate, reliable and useful to pupils, parents and teachers.

Ensure that curriculum pathways, option processes and academic guidance enable pupils and families to make ambitious and well-informed choices.

Provide strategic oversight of provision for scholars, highly able pupils and those who require additional support, working through Heads of Section, Heads of Year, Heads of Department and the Head of Learning Enrichment/SENCO.

Lead the purposeful, ethical and responsible use of digital technology, data and artificial intelligence to enhance teaching, learning, assessment and pupil independence.

Promote intellectual curiosity, academic enrichment and scholarship within and beyond the taught curriculum, in collaboration with academic and co-curricular leaders.

Academic standards, assessment and data

Set ambitious expectations for pupil progress, attainment and academic habits, ensuring that these are understood and applied consistently across the School.

Oversee systems for monitoring pupil progress and attainment, ensuring that information is accurate, timely and translated into effective classroom practice and intervention.

Analyse internal and public examination outcomes, baseline measures and value-added information by subject, department and relevant pupil group.

Work with Heads of Department and pastoral leaders to identify patterns of strength or underachievement and ensure that timely, proportionate and evaluated action follows.

Oversee baseline testing and the effective use of academic data in target-setting, curriculum planning, departmental review and pupil support.

Report regularly to the Executive Head, School Leadership Team and relevant governor committees on academic standards, trends, risks and improvement priorities.

Ensure that parents and pupils receive clear, accurate and constructive information about academic progress, including regular reports and appropriate opportunities for dialogue.

Maintain strategic oversight of internal assessments and public examinations, working closely with the Examinations Officer and relevant senior colleagues.

Leadership of people and professional learning

Lead, support and hold to account the academic leaders and operational staff assigned to the post, establishing clear expectations, priorities and measures of success.

Chair Heads of Department and other relevant academic meetings so that decisions are focused, evidence-informed and implemented consistently.

Develop the leadership capacity of Heads of Department and other academic leaders through regular review, coaching, challenge and professional dialogue.

Oversee a coherent programme of professional learning linked to School priorities, pupil needs and the development of excellent teaching.

Work with the Senior Deputy Head and HR team to ensure that appraisal and professional review contribute meaningfully to staff development, accountability and succession planning.

Contribute to the recruitment, induction, deployment and retention of high-quality teaching staff, advising on current and future academic staffing needs.

Ensure that effective induction, mentoring and professional development arrangements are in place for Early Career Teachers, trainee teachers and colleagues new to the School.

Promote a culture of professional enquiry, collaboration, openness to feedback and shared responsibility for pupil success.

Monitor workload implications arising from curriculum, assessment and reporting arrangements and take proportionate action to support sustainable professional practice.

Academic operations

Oversee the construction and effective implementation of the Senior School timetable, ensuring that it reflects curriculum priorities, pupil choices, staffing and appropriate links with the Junior School.

Lead the annual curriculum planning and options process, identifying and communicating staffing, timetable, resource and budget implications in good time.

Provide strategic oversight of internal and public examination arrangements, ensuring compliance, security, appropriate access arrangements and effective communication.

Ensure that the academic calendar, assessment points, reporting cycle and departmental processes are coherent, manageable and published in a timely manner.

Oversee the budgets allocated to the role and work with Heads of Department and the Director of Operations to ensure that resources are deployed effectively.

Identify the staffing, resource, data-system and accommodation implications of the School's academic strategy and advise the Executive Head and Director of Finance and Operations accordingly.

Ensure that academic policies, handbooks and procedures remain current, compliant and consistently implemented.

Work with relevant colleagues to ensure that academic information required for statutory, HMC, ISC or other returns is accurate and supplied by the applicable deadline.



Whole school leadership and community contribution

Be an active, collaborative and constructive member of the School Leadership Team and other agreed leadership or policy-making groups.

Contribute to the formulation and implementation of the School's aims, strategy, policies and annual development priorities.

Provide visible and approachable leadership to pupils, colleagues and parents, communicating academic priorities and decisions with clarity, confidence and sensitivity.

Maintain high professional standards and support a culture of excellent conduct, positive relationships and shared accountability.

Contribute actively to the pastoral and co-curricular life of the School and maintain an appropriate presence at major School events, including Royal Russell Day and Open Day.

Teach approximately 4-6 periods per week in a subject offered by the School, remaining closely connected to classroom practice and pupil experience.

Build effective relationships with Junior School colleagues where curriculum continuity, transition or shared provision requires collaboration.

Represent and promote the School positively to current and prospective families, professional networks and external partners.

Attend relevant meetings, training and conferences and undertake other reasonable duties commensurate with the seniority and scope of the role.

Promote and safeguard the welfare of children and young people at all times, complying with the School's safeguarding and child protection policies, safer-working practices and reporting procedures.

Maintain appropriate professional boundaries and comply with the Staff Code of Conduct.

Comply with the School's health and safety, equality, data protection and other applicable policies and procedures.

Complete required training and display School identification while on site.

Carry out any other reasonable duties requested by the Executive Head that are commensurate with the nature and level of the post.

General responsibilities

Promote and safeguard the welfare of children and young people at all times, complying with the School's safeguarding and child protection policies, safer-working practices and reporting procedures.

Maintain appropriate professional boundaries and comply with the Staff Code of Conduct.

Comply with the School's health and safety, equality, data protection and other applicable policies and procedures.

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This job description describes the principal responsibilities of the post but is not exhaustive. It may be reviewed and amended following consultation to reflect the changing needs of the School. The postholder will participate in the School's appraisal process, during which the role and job description will be reviewed.



Our Offer

Royal Russell offers excellent benefits including a competitive salary on our own salary scale.

As part of the vibrant community at Royal Russell, you will join a friendly and dedicated team with easy access to transport links (Coombe Lane tram stop is opposite the School entrance).

In addition, we offer:

- Pension scheme and life insurance
- Meals in the dining hall during term-time
- Social events throughout the year, including a Christmas party for all staff
- Cycle to work scheme (salary sacrifice)
- Octopus electric car scheme (salary sacrifice)
- Free on-site parking
- Use of our on-site sports facilities, including tennis courts, swimming pool and gym

A discount of up to 50% on school fees (85% discount for wrap around care before and after school during term-time) and a 25% discount with Royal Russell Holiday Club, which operates during school holiday periods.

Further Information

Full details of our staff benefits and recruitment procedures can be found on our school recruitment page at: www.royalrussell.co.uk/discover/vacancies

You can also contact us by email at hr@royalrussell.co.uk or telephone HR on 020 8657 4433.

Applications (forms can be found on our website) will be considered on receipt and should arrive no later than **09:00 on Monday, 23rd November 2026**. Longlist interviews will be held at the end of the same week, with second interviews the following week. We welcome early applications and will review these on receipt.

If you have not heard from us by 27th November 2026 you should presume that you have not been successful on this occasion.

The School is committed to safeguarding and promoting the welfare of children. All appointments are subject to a satisfactory enhanced Disclosure and Barring Service check (including a check against the Children's Barred List) and other pre-employment screening including references and medical fitness.



Campus Map

Our 110-acre campus contains incredible facilities for learning.



Main Facilities

1. Car Park
2. Reception / Headmaster's Study
3. Junior School
4. Early Years Centre
5. Performing Arts Centre / Auditorium
6. Dining Hall / Café
7. Chapel
8. Great Hall
9. Chapel Quad
10. Lime Tree Quad
11. Aston Webb Building
12. Library / Sixth Form Study Centre
13. Health & Wellbeing Centre
14. Science Block

Sports Facilities

15. Swimming Pool
16. Sports Hall
17. Top Pitch
18. The Paddock
19. Netball Courts
20. North Pitch
21. Astroturf Pitch
22. MUGA (Multi-Use Games Area)
23. West Pitch
24. Pavilion

Boarding / Houses

25. Buchanan / Reade
26. Cambridge
27. Hollenden
28. Keable
29. Latessa
30. Madden
31. Oxford
32. Queen's
33. St Andrew's



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www.royalrussell.co.uk

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