



Head

Candidate Information

Welcome

Having secured the future for the school, Mr Robert Upton decided to leave Yateley Manor School to focus on his passion of wellbeing and mental health, mindful of the growing needs of children and adults in the years since the pandemic.

We are immensely grateful to Rob for all he achieved in his nine years, for guiding the School through the challenges of Covid, as well as helping Yateley Manor transition to become part of the Inspired Learning Group (ILG).

Being part of the Inspired Learning Group since 2023 has provided Yateley Manor School with security and stability for the future. We recognise that the School is currently operating below capacity and there is plenty of work required to ensure that the School can return to its rightful position as a leading player within the Hampshire educational scene. We are therefore looking for an individual who is a creative and warm leader, an excellent communicator, has an eye for marketing and has the ability and ambition to guide Yateley Manor through the next stage of its journey.

Leading and managing on our priorities for development will present the new Head with a wonderful opportunity to make a significant impact on the future direction of this already high-achieving school.

As the CEO of ILG I am fully committed to and believe in the potential of Yateley Manor and am looking for the right leader to bring this to fruition.

If this is a role that excites you and you feel you have the requisite skills and experience, we would be delighted to hear from you.



Mr Amit Mehta
CEO, Inspired Learning Group



History, Overview & Core Values

History

The Yateley Manor Preparatory School was founded in 1947 by Mrs Sybil Fyson. After opening with 3 pupils, the schools numbers steadily rose. By 1951 the school had grown to 93 pupils including 11 boarders. In the first 10 years, the school had grown to include 10 classrooms and a gymnasium, science lab, concert hall, playing field and a swimming pool.

During the 1970s and early 80s the school continued to run as a boarding school with around 200 pupils. In 1992 boarding at Yateley ended, and then in 1988 the school became fully co-educational and pupil numbers grew. Expansion of the grounds saw Yateley grow to what you see today.

Overview

Yateley Manor continues to thrive as an independent prep school for children aged 2 to 13, but is expanding its provision to be 2 to 16 by September 2026. The school is nestled in an expansive site, offering a holistic education; an indoor swimming pool, Creative Arts and Languages Centre, Music Technology Suite, a fully equipped Dance Studio, Cookery Centre, Woodland Learning Area and even its own Climbing Wall.

The school's reputation for academic excellence and a relentless focus on opportunities to build confidence for the future is well supported.

From September 2024, Yateley Manor School will be expanding and extending education to GCSEs. Three additional year groups (Years 9, 10 and 11) will be incrementally added to the School from September 2024 onwards.

Our motto "Your Child, Their Journey, Our Focus" epitomises our approach, to provide an education for every child that challenges and supports, in a school where relationships and the family feel mean everything to us.

Core Values

The values of Yateley Manor are a heartbeat for everybody. Values guide our actions, so they are in alignment with our beliefs. They also connect us to the core of who we are.

At Yateley Manor we have six core values. They help guide the way we are with one another; they channel our behaviour and bring the community together to provide children with opportunities which will lead to successful adult lives.

Happiness - Happiness is something that people seek to find, yet what defines happiness can vary from one person to the next. It is often described as involving positive emotions and life satisfaction. Even when faced with discomfort, people experiencing happiness have an underlying sense of optimism that things will get better, that they can deal with what is happening, and that they will be able to feel happy again.

Reflectiveness - Reflection brings learning to life. Being reflective helps us find relevancy and meaning in life and supports the making of connections between educational experiences and real-life situations. It increases insight and creates pathways to future learning.

Community - The word community is, without question, central to human experience. Having a sense of community embraces spirit, character, image, and pride and is a vital element of a healthy community. Everyone in our school community matters to one another.

Resilience - Resilience is the ability to bounce back when things do not go as planned. Resilience gives us the ability to see past problems, find enjoyment in life and better handle stress. Resilient people do not dwell on failure – they embrace it as part of the learning process.

Teamwork – Teamwork, in simple terms, is the process of collaborating and working together in a group to achieve a common goal. When a group of people works cooperatively, they are combining each of their personal strengths to enhance their overall performance of the team. Teamwork will follow children throughout their lives and therefore its development in childhood is vital.

Relationships - Strong relationships can dramatically enhance levels of motivation and therefore promote learning. Strong relationships between adults and children need to include expressing care, challenging growth, providing support, and expanding possibilities. An excellent school is built on the foundation of strong relationships and these are palpable at Yateley Manor.



Inspired Learning Group

ILG currently owns and operates 25 schools and nurseries in the UK. Overall, we look after over 2,000 pupils, making us one of the largest independent school groups in the UK.

We are delighted to have added Yateley Manor, in June 2023 and when it becomes 2 to 16, it will be our sixth senior school in the group joining Saint Felix School, Southwold, St Francis College, Letchworth, Rookwood School, Andover, Derby Grammar School, Derby and Shebbear College, Devon.

We see ILG as one extended family, allowing us to share best practice and innovation between schools in order to raise standards of teaching and learning for all our students. We recognise and respect that each school has its own history and identity. We encourage individuality, so that new ideas can grow naturally with the best ideas then being implemented right across the group. This collaborative spirit is an effective way of ensuring that education practices do not fall behind the times and it is why we encourage out-of-the-box methods such as Apple teaching and future thinking.

ILG schools may look reassuringly traditional in some ways, but our move away from standardisation toward customisation is not just modern but quietly revolutionary. We make the effort to understand the differences between individual children and tailor their teaching at a personal level. This means that all children, no matter their needs, are catered for. Our commitment to parents is that no one child will ever be left behind.

ILG empowers its schools to achieve their mission and vision through challenging yet supportive governance. We connect schools, stakeholders and professional associations to create opportunities and build capacity. We work with school leadership to set clear school improvement goals through engagement with pupils, parents, staff and the wider community.

We recruit, invest in and retain outstanding practitioners and ensure the provision and monitoring of a broad and balanced personalised curriculum for children with individual learning needs.



The Opportunity

This appointment is a great opportunity for an existing or aspiring Head to make a lasting impression. Yateley Manor School is a warm and supportive school which impacts our teaching and support staff, as well as our pupils, parents and extended family. It is a happy and high-achieving school with huge potential to achieve even greater things in the future, particularly now with the backing of ILG.

The new Head must be willing to work closely in partnership with ILG, but also have the strength and independence to make their own decisions for the benefit of the School and its community. The Head reports to the CEO and Finance Director of ILG, but also has plenty of scope for autonomy in terms of the running of the school.

Understanding and nurturing this relationship with ILG is key to the new Head being able to maximise the considerable opportunities this role offers. It is by nature a reassuring and supportive relationship, not a smothering one. ILG provides Yateley Manor School with strategic guidance, financial security and management, plus back office functions such as human resources/talent acquisition and estates, thus allowing the Head to focus on the educational leadership of the School.

An Advisory Board consisting of senior ILG personnel, including the CEO and chaired by an educational consultant, provides the governance structure within which the Head can be supported and guided. The opportunity to learn from the wisdom and experience of others in the support group of ILG Heads is a further benefit of ILG's involvement in the School. The Heads meet together termly to share best practice and concerns.

Short and medium term challenges

- There is a need for the new Head to consider carefully the priorities for further development of the School in order to see a return to pupil numbers which can assure its future.
- The significant decision to extend the educational provision until 16 with effect from September 2024, will need clear management and implementation.
- The ability to develop a strong nursery facility which looks after children from 6 months old is a key priority which will contribute to the further growth of the School.



The School Sections

Little Lodge, Yateley Manor Nursery

The nursery at Yateley Manor caters for children aged 2 – 4 years. With specialist teachers offering an all year-round provision.

We offer an innovative and nurturing atmosphere in our Nursery providing a secure, gentle introduction to school life. Children quickly settle into our homely environment and soon realise that learning is fun.

The focus is on balancing active, play-based learning with carefully structured teaching. Children keenly engage in creative play, singing songs, role-play and story time as well as small group teaching of numbers, letters and even French. The Nursery is situated in an attractive, purpose-built secure building with bright, well-equipped rooms and a large and imaginatively designed outside play area.

With the support of inspirational staff, the children develop a love of school, become sociable and confident, and are eager to continue their journey of discovery.

Pre-Prep

Yateley Manor's Pre-Prep children flourish, we combine an exciting and stimulating education with a supportive and nurturing environment. Our aim is to allow every child to develop into a confident, well-educated individual with an enthusiastic love of learning.

Classrooms are bright, welcoming places where children can explore and learn. Children are taught by a class teacher, with a full-time teaching assistant for each class, who offer a broad range of activities and subjects and who make learning fun.

As children move into Year 1 and Year 2 we aim to support them in their independence. A focus on reading, writing and number work continues, with daily phonics lessons and an expectation that children are heard reading by an adult regularly.

The curriculum is linked by topics so that learning is meaningful in context, with discrete subjects such as mathematics and phonics taught separately. Children are taught by the subject specialist teachers in the Games department for swimming and sport.

Prep

Classes in Years 3 and 4 are in their own section of the school where all the classrooms are closely linked to each other. Children have the extra benefit of being able to access all the facilities across the school including Art, Cookery, French and Music. We actively encourage participation in sports and the children will begin to participate in inter-school matches.

There is a creative, nurturing and vibrant learning environment in Years 3 and 4. Our aim is to provide children with school days full of new experiences, exciting learning and a huge number of activities and extra-curricular clubs. We strive to create a fun, hands-on learning experience for every child. These range from a visit to an ancient Celtic farm to a Roman legionnaire putting the children through their paces.

Years 5 and 6

As children move into Years 5 and 6 at Yateley Manor they extend and accelerate their learning with access to subject teaching specialists across the entire curriculum. Every lesson is taught by a subject specialist and children move about the campus from one room to another.

There is a strong emphasis on pastoral care across the school and this is evident in Year 5 upwards with very small tutor groups (typically 10 in a group). The Form Tutor stays with the Form for two years which offers the opportunity to develop very strong relationships. The Form Tutor is the first point of contact for general matters but parents are welcome to contact individual teachers directly for more specific information.

For children moving on to senior schools early, at the end of Year 6, a thorough programme of learning is in place to support them with entry examinations.

Senior

Years 7 and 8 at Yateley Manor are formative in the sense that children appear to develop so much and prepare for their GCSE years 9-11. So many parents have commented on the change that they have witnessed in their child during these two years, where they have moved from a quiet and unassuming member of the year group to a confident child able to speak in a large public arena.

Every child in Years 7 and 8 is expected to take some responsibility around the school. Every child is linked with a class and is expected to collect the class for assembly as well as provide support for them at break times when the weather is poor. Some children in Year 8 are given the role of Prefect which brings additional responsibilities.

Presenting with confidence is a key skill which is honed in the senior years. Children are often invited to attend meetings with parents as well as act as tour guides for prospective families. All children in Year 8 are asked to work in small groups and deliver a complete assembly to the whole school. In addition they will be asked to run an assembly for Pre Prep children.

With a continued focus on the PSB core skills and numerous opportunities to develop their character and confidence, children in Years 7 and 8 really do benefit from a holistic approach to education and are fully prepared for the next part of their educational journey.

Yateley Manor has continually shown an innovative approach and maintained its reputation for a forward-thinking school. For many years we have been running GCSE PE for our Year 7 and 8 pupils, with tremendous success – testament to our high academic standards and desire to challenge every child, with no ceilings on learning.

In recent years parents have been asking us to consider offering GCSEs with a Year 11 cohort. They enjoy the excellent standards of teaching at Yateley Manor across the curriculum, the strength of pastoral care and the extensive opportunities available for children. Frankly, they wanted more of it.

The announcement that we are growing has been met with excitement and commitment, from our existing families and those new to the school.



Beyond the Classroom

Sport

Yateley offers pupils a range of sporting activities throughout the year. Pupils take part in fixtures every Wednesday and Friday competing against local schools.

Pupils participate in Modern Pentathlon, there are Laser Run events, we are the only school in the area to offer it. We have various clubs on offer including Mountain Biking and Biathlon.

Music

50% of pupils at the school participate in 1:1 or group music sessions each week. Pupils achieve excellent results in music with the MTech a popular choice. The school choir regularly performs in the community.

Performing Arts

The school boasts a LAMDA - 100% pass rate with merit or distinction in our last set of examinations. There is a Drama Masterclasses and Ballet classes.

Outside the Classroom

Yateley Manor understands that developing a child is about so much more than academic success. With over 100 weekly extracurricular clubs in a typical term, we offer a wide variety of opportunities that link to our core values. Residential trips, sporting events and community projects to name but a few.



Governance & Leadership

The School is run by a dedicated and hard-working Governing Body known as the Advisory Board. The Head is required to attend full Board meetings and also those of the Education Committee and the Compliance Committee.

The Advisory Board is chaired by David Tidmarsh and comprises educationalists as well as key members from Inspired Learning Group, including the CEO, Head of Finance and Head of Operations. Members of the Senior Leadership Team are invited to attend the committees and board meetings.



The Role

Key Aims of the Role

- To lead, motivate and develop the school and its staff so that it fulfils the academic, pastoral, spiritual and social needs of the pupils and their parents, by providing an excellent, broad-based education in line with the school's ethos.
- To work with the Advisory Board, drawing on their experience and expertise, to fulfil all the duties and responsibilities for the proper governance of the school; to ensure that the Chairman and Board receive timely notice and appropriate information on all relevant matters.
- To work closely and cooperatively with the CEO and Finance Officer, in accordance with the Board's strategic direction, in terms of financial matters and site development.

Key Responsibilities of the Role

The Head is responsible, directly and by delegation, for

- The leadership and management of the School.
- The care and development of each child and for maintaining excellent academic standards within the School
- The pastoral care and welfare of all staff and pupils.
- The overall financial performance of the School, for which they will be assisted by the finance team, and for meeting the annual budget agreed.
- Leading, managing, and motivating the Senior Leadership Team and, with them and through them, all academic and support staff.
- The appointment of all staff.
- The assessment, appraisal, guidance, support, and professional development of all teaching staff with the objective of achieving inspirational teaching at all levels.
- The marketing of the School, including fundraising, the production of publicity, literature and any advertising, the public relations profile, management of the School's website and the establishment of positive relations with prospective parents.
- Recruiting a full complement of pupils, and overseeing admission and entrance procedures.
- Planning and implementing an effective curriculum and timetable.
- Planning and implementing the academic organisation of the School, reviewing as appropriate.
- Monitoring pupils' progress and ensuring that parents are provided with regular and appropriate feedback setting realistic expectations.
- Creating the appropriate balance between all areas of school life, extra-curricular activity, and community involvement.
- Maintaining good communications and relationships within the School and with key stakeholders including neighbours, local schools, the local community, and former pupils.
- Developing and maintaining good professional relationships with the parents of pupils.
- Delegating effectively and appropriately to achieve the above.

Working with the Advisory Board

The Head is responsible, directly and by delegation, for

- Ensuring that the School meets all its legal obligations including compliance with Child Protection, Data Protection and Health and Safety regulations
- 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
- Implementing policies agreed by the Board and contributing to the vision for the future of the School through strategic leadership and planning
- Submitting policy proposals for the approval of the Board or assisting the Board in the development of tactical and strategic policies, as well as implementing and monitoring these policies
- In partnership with the Chairman, ensuring that the Board receives sufficient and timely information and advice in order to make informed decisions
- Implementing Board decisions
- Preparing and updating the School Development Plan

General

- To undertake other duties appropriate to the general purpose of the post, which may from time to time be reasonably assigned by the Chairman or the CEO
- To carry out teaching duties as appropriate and time permits
- To set an example of continuous personal development, participating in appropriate training in order to maintain an up-to-date professional expertise
- The new Head should be aware of trends in education, the requirements of schools and public examinations and, where appropriate, recommend policy changes to the Governors
- It is expected that the Head will represent the School on sector bodies which the Advisory Board deem suitable.

The Person

Candidates must be genuinely committed to working in an environment where the happiness, wellbeing and safety of the children in our care is central to all that is done.

In addition, good candidates for the role are likely to demonstrate much of the following:

- Senior leadership experience.
- Strong academic credentials and preferably QTS status.
- Understanding of and support for the values and ethos of the School, and commitment to embedding successful all-round education and co-education.
- Inclusive leadership, valuing and promoting the diversity of the community.
- Commitment to delivering top academic, co-curricular and pastoral provision for every pupil, mindful of their wellbeing.
- Natural and easy communication with pupils, staff, parents, prospective parents, the governors and alumni
- The skills and integrity to win confidence and trust from all stakeholders.
- Ability to articulate and promote the strengths of Yateley Manor and raise the profile of the School.
- A strategic and analytical mind with vision but also a degree of pragmatism – ready and able to address the complex political, social and economic issues ahead.
- Change management skills.
- Commitment to partnerships and bursaries – with a strong sense of social responsibility.
- A primary commitment to Yateley Manor but a broader interest in embracing, promoting and contributing to the Inspired Learning Group.
- A national and global perspective on the best in education with a forward-looking but discerning approach to selecting what is truly of value in a fast-changing educational climate.
- Effective team leadership, with the skills to motivate, inspire and enable all in the leadership team and the wider staff.
- The skills to appoint the very best people.
- Courage, high expectations and inner steel.
- Strength in the softer skills – the ability to listen, empathise and show compassion.
- Financial and commercial acumen.
- Commitment to ensuring that Yateley Manor is compliant with all regulations, with a thorough understanding of the Head's responsibilities in relation to safeguarding and Child Protection issues and a clear commitment to delivering best practice in safeguarding.
- Enjoyment of learning and the sense of humility which accompanies the desire and will to develop personally and professionally.
- A sense of joy and optimism in leading the Yateley Manor community.





Terms and Conditions

The successful candidate will be offered a competitive salary and an appropriate package of benefits which could be shaped to meet individual he needs of the successful candidate.



Application Process

The search for a new Head for Yateley Manor School will be selected by a panel chaired by Mr David Tidmarsh, Chair of the Advisory Board.

Interested candidates are invited to contact Inspired Learning Group prior to application for a discussion.

Closing Date for receipt of the application: Midday on Wednesday 22nd May 2024

Applications should be made electronically to Inspired Learning Group.

You should submit the following (both in PDF format):

- A completed application form (available alongside the candidate information pack)
- A covering letter addressed to David Tidmarsh, Chair of the Advisory Board. The letter should explain your reasons for applying.

If you have any questions about uploading your application documents, please contact Tom Havard, Head of Recruitment and Resourcing at Inspired Learning Group, tom@inspiredlearninggroup.co.uk, 07706323847

The process is as follows:

- All applications will be acknowledged by e-mail and initial call.
- Long List interviews with the Governors' panel will take place via Teams/at the ILG offices in Stanmore, Middlesex on Wednesday 5th June 2024.
- During weeks commencing 10th June, short-listed candidates will be invited to visit the school and to undertake a personality test online.
- Short List interviews with the Governors' Appointment Panel will take place at Yateley Manor School on Wednesday 19th June 2024.

The Inspired Learning Group is totally committed to safeguarding the welfare of children and young people and expects the same from its employees. All new staff will be subject to enhanced DBS clearance, identity checks, qualification checks and employment checks to include an exploration of any gaps within employment, two satisfactory references and registration with the Disclosure and Barring Service (DBS).

