



Queen Mary's
SCHOOL



Appointment of Head

Ref: LBRAA | April 2024

Welcome from the Chairman of Governors

Thank you very much for your interest in the role of Head at Queen Mary's. We are hugely proud of our wonderful School, which has earned an enviable reputation in Yorkshire for 99 years.

Most of the adjectives used on School websites are widely shared, yet we each strive to identify what is different and special about our School. At Queen Mary's, that is an easy job. Our culture of flexibility and openness is genuinely exceptional. As a small school, we never tolerate compromise in standards, and we work to provide a breadth of activity, opportunity and outlook far beyond our scale.

Queen Mary's is proud of its place in the Woodard Corporation, a group of schools founded on clear Church of England principles in the nineteenth century. Those principles guide our values, manifested in the practice of school chaplaincy and in our regular chapel services.

We know our Yorkshire market well. The Head at Queen Mary's has a place in the wider community that serves the reputation of our School and the opportunity of its pupils. You should relish this, as it offers a wonderful opportunity to represent and enhance an already well-regarded organisation.

Our team and our wider community are looking forward to getting to know our new Head. We will have an expectation of clear and positive leadership and in return our community will offer an immense array of support and a wealth of goodwill.

Do please come and see us, once across the threshold, you'll be impressed and delighted by all Queen Mary's has to offer.

With very best wishes



Chairman of Governors



About Queen Mary's School

*A leading day and boarding school between Ripon and Thirsk
for girls aged 3 – 16 and boys aged 3 – 8.*

Queen Mary's School, part of the Woodard Corporation, stands in an impressive Palladian mansion that has just celebrated its tercentenary. The School is about to celebrate its centenary.

The lovely parkland setting between Ripon and Thirsk is home to a tightly knit community of 232 students. Queen Mary's caters to girls aged 3-16, with boys admitted up to the age of 8. The School offers both day and boarding options, with around one third of pupils boarding at some point. The full boarding offer, though taken up by a minority, is an important part of school life and culture.

The distinctive Christian ethos of a Woodard School is faithfully represented at Queen Mary's where the family feeling and reputation for kindness is underpinned by a clear sense of aspiration for pupils. Pupils leaving for sixth forms, or at 13+, will already have experienced many of the same opportunities available at their sixth form setting.

The school's countryside location offers inspiring garden views, woods, formal gardens, the River Swale, ornamental and woodland grounds and much more. Although surrounded by wonderful countryside, Queen Mary's is not remote, it is less than ten minutes from the A1 and more than a million people live with one hour's drive.

The historic City of York and the spa town of Harrogate are close by and the culture capitals of Leeds, Newcastle, Edinburgh and London are all within a two hour train ride. Pupils routinely exploit these connections, as well as exploring the Dales and North York Moors and the North East Coast.



Values & Ethos

A Woodard School

Queen Mary's is a member of The Woodard Corporation. This educational charity was founded in the mid nineteenth century and inspired by the vision of Canon Nathaniel Woodard. An exponent of the Oxford Movement and the Catholic revival in the Church of England, the Founder's concern was the transformation of his contemporary society through the provision of an education founded on "sound principle and sound knowledge, firmly grounded in the Christian faith."

The foremost charitable object of a Woodard school is "to promote and extend Education (including spiritual, moral, social, cultural and physical education) in accordance with the doctrines and principles of the Church ... in a manner which develops and sustains a Christian environment centred on the Anglican tradition of the Eucharist and at which a fundamental importance is attached to the teaching of those principles." This means that a Woodard school seeks to provide a strong and distinctive vision and ethos founded on Christian beliefs and values.

Our 4 cornerstones



Good Hard Work



Public Spirit



Good Manners



Trustworthiness



'Ut Serviamus'

Our Core Purpose

Queen Mary's is a Christian community that values, nurtures and respects every individual. A place where academic excellence and extensive extra-curricular activities are found within a culture where all are challenged to do their best, serve others, show compassion and act with integrity.

Our motto 'Ut Serviamus' (that we may serve) permeates school life, practically and spiritually. It informs the way we support all our pupils, treat each other and look outwards in public service. What matters to us is that we produce girls who are engaged beyond themselves and who are guided by strong internal principles.

Our School Aims

- Strives for excellence in every endeavour
- Loves life and enjoys learning
- Nurtures spirituality and personal growth
- Respects individuality and embraces diversity
- Enhances character and builds resilience
- Creates independent young people
- Makes strong and lasting friendships



Pre-Prep & Prep School

Pre-Prep

Queen Mary's Pre-Prep, for boys and girls aged 3 – 8, provides the best start to a child's individual learning journey.

Everything is bespoke. Whether he or she is a budding astrophysicist, lawyer or musician, the opportunities for formal tuition and informal learning through play will excite curiosities, encourage self-confidence and unlock potential.

Within Queen Mary's Pre-Prep we create a happy, homely, caring atmosphere that is educationally stimulating, challenging and exciting. Children grow in confidence, respect others and create magical childhood memories.

Prep

Queen Mary's Prep School is located in the West Wing of the Main School Building providing an exceptional, all-round education for girls aged 7-11. Supportive and highly experienced tutors provide stability alongside many lessons taught by subject specialists.

Facilities include the light and airy classrooms, Science labs, Art Studio, Food and Textile Rooms, Music Studios and the IT Suite. Sports facilities include the new full sized floodlit astro pitch, the River Swale and the stunning and safe 40 acre grounds where there are many adventures to be had.



Boarding

Our boarders live in the heart of Queen Mary's School. As a magnificent 300 year old building, originally built as a family home, our dorms have period features alongside modern bathrooms and most have superb views across the 40 acres of gardens and grounds. We promote integration between year groups with vertical boarding. Within the building there are separate areas for prep and senior dorms and common rooms to ensure age-appropriate support and care can be provided.

Alongside our experienced boarding staff, the Pastoral Team and the whole Queen Mary's staff creates a community where respect and understanding is built and tolerance and trust is paramount.

Like everything at Queen Mary's, our boarding provision is flexible to suit your family's needs. We offer full, weekly and flexi boarding.

Our boarding promotes communication with home and allows for quality family time. Many parents enjoy coming into school for frequent concerts, fixtures and events. Our Queen Mary's Friends, a group of parents, host events across the year and we have Parent Representatives in each year group.





“Queen Mary’s is the best decision we made as parents.”

- Year 11 Parent

“We have freedom to express ourselves and not fit into a mould.”

- Year 9 Pupil

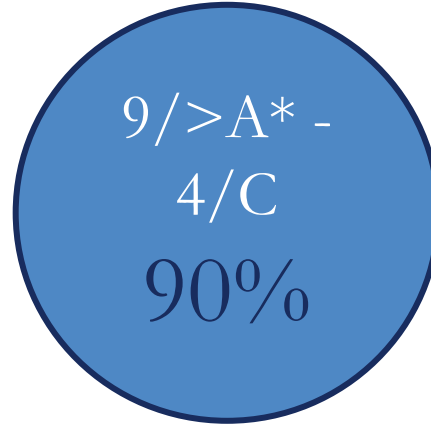
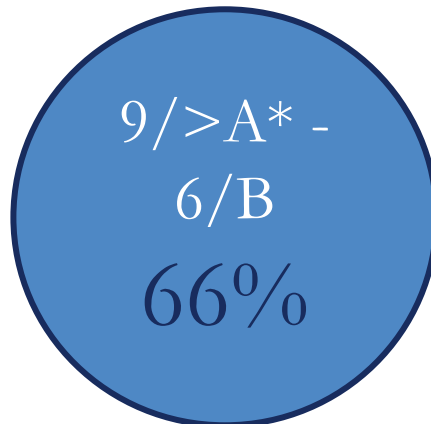
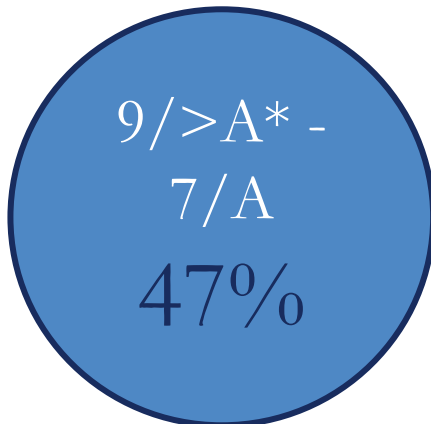
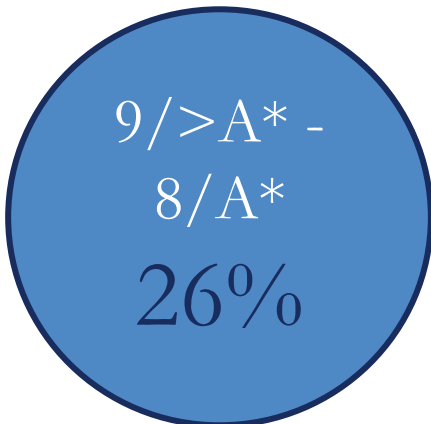
“There is a wonderful sense of ‘anything is possible’ instilled in the girls which is very evident in the successes achieved.”

- Year 6 Parent



Academic

In 2023 more than 1 in 4 GCSE entries were awarded the most outstanding grades 8-9, the equivalent of an A* or A**. All our leavers go onto their first choice sixth forms. Oxbridge and Russell Group universities are popular choices for Queen Mary's old girls. Whether your sights are set on a certain sixth form, university, vocational course or specialist course, girls leave Queen Mary's as confident and independent individuals ready to embrace challenge and contribute to their communities.



Co-Curricular

Queen Mary's School offers an exceptionally wide range of extra-curricular activities. From creative, cultural and spiritual opportunities to activities for the adventurer, dancer, musician, athlete and rider there are many clubs and societies to choose from including Gymnastics, Dance, Debating and STEM as well as outstanding Music and Choral provision. Queen Mary's pupils have received national awards in Music, Sport and Riding and get involved in everything from the Annual House Show to the UK Youth Parliament.

Many of our sports teams across the school have successes at local, county, regional and national level and most of the Prep School and Senior School pupils compete for the school in at least one sport promoting a balanced and healthy lifestyle, confidence and competitive spirit.

A particular asset for the school is our British Horse Society (BHS) approved Equestrian Centre where we offer group or private riding lessons and host events with the National Schools' Equestrian Association.

Tennis

Netball

Climbing

Coding

Movie Making

Story Writing

Football

Debating

Board Games





The Queen Mary's Family

Queen Mary's feels like a big happy family, living in a family home. Boarders and Day Girls, who can stay into the evening, create a friendly community. A Queen Mary's education for girls from age 3 - 16 is very special. It encourages friendship across the year groups, earlier leadership opportunities for senior girls and opportunities for peer to peer learning proven to increase academic outcomes.

The Opportunity

Queen Mary's seeks an inspiring Head to guide the school confidently into its next phase. This is an exciting opportunity to shape the future direction of Queen Mary's and reinforce its standing as a school which is dedicated to providing a superb and well-rounded education.

The incoming Head will spearhead strategic initiatives and provide robust leadership to enhance Queen Mary's reputation for educational excellence among girls. The successful candidate will embody the school's ethos and values while championing its mission. Under the governance of the Board, the Head will oversee strategic planning, internal operations, academic programmes, and curriculum development.

Key Responsibilities:

Strategic Leadership & Management:

- Collaborate with the Board to drive an ambitious vision and strategic roadmap that positions the school for sustainable growth and success.
- Directly report to the Board of Governors on all matters pertaining to the school's operations and performance.
- Inspire and guide the Senior Leadership Team, ensuring clarity in roles and responsibilities and upholding the highest standards of performance.
- Provide visible and accessible leadership to all staff, fostering a culture of excellence across all facets of school life.
- Oversee the overall management of the school, ensuring the advancement and preservation of QM's reputation.
- Recruit, develop, and retain top talent, fostering a supportive environment for all staff members.
- Safeguard the inclusive ethos of the school community, valuing and respecting individuals of all beliefs and backgrounds equally.



The Opportunity

Educational & Pastoral Leadership:

- Provide the educational vision and intellectual direction to drive the school's commitment to providing exceptional education.
- Uphold the school's Christian ethos and objectives and foster personal growth among both students and staff.
- Ensure the safety, well-being, and discipline of students, working closely with the school's Designated Safeguarding Lead.
- Maintain high standards in pastoral care and contribute to the enhancement of the school's well-being programme.
- Encourage and support co-curricular activities, actively promoting the health and well-being of the entire school community.

Business and Risk Management:

- Work closely with the Bursar to manage the school's business operations, including maintaining oversight of the annual financial budget.
- Supervise the Bursar's responsibilities, encompassing financial management, property maintenance, facilities management, and operational activities.
- Establish robust risk management protocols, ensuring compliance with all legal and regulatory requirements.
- Assist in enhancing the school's commercial initiatives to optimise revenue generation.

Marketing & Admissions:

- Collaborate with the marketing team to actively promote the school, driving recruitment efforts to maintain Queen Mary's appeal to prospective and current students and families.
- Develop a comprehensive marketing and admissions strategy that aligns with the school's objectives.
- Act as an advocate for the school, locally, nationally, and internationally, enhancing its standing and reputation within the community.
- Cultivate strong relationships with feeder schools to support enrolment and engagement initiatives.



The Person

The incoming Head will be an innovative and visionary leader with intellectual acumen and authority, capable of effectively involving students, staff, parents, and stakeholders in achieving the school's objectives. Demonstrating a dedication to girls' education, the Head will possess strategic foresight to foster lofty aspirations for Queen Mary's as it moves forward into its next phase.

Qualifications & Experience:

- Educated to degree level.
- Demonstrated success in enhancing academic outcomes and achieving exceptional results.
- Proven experience in advocating and ensuring top-tier pastoral care, preferably within a boarding school context.
- Track record of effectively formulating, executing, and overseeing strategic initiatives.
- Demonstrated ability to inspire and lead both academic and support teams to success.
- Established track record of building and nurturing relationships with a variety of stakeholders.
- Excellent history of operational excellence within an educational setting.

Knowledge, Skills & Abilities:

- Exceptional communication abilities, both written and verbal.
- Demonstrated readiness to represent the school externally and serve as a prominent advocate for its mission to various stakeholders, including current and prospective parents, feeder schools, and the broader community.
- Capacity to establish rapport effectively across diverse segments of the community.
- Highly organised



- A talent for inspiring and motivating others.
- Comprehensive understanding of financial management, risk assessment, regulatory compliance, and legal considerations
- Competence in driving innovative initiatives
- Strong decision-making and problem-solving acumen.
- Dedication to achieving excellence in academic standards.
- A comprehension of and alignment with the boarding school market.

Personal Attributes:

- An alignment with the Christian values and heritage of the school, and its place in the Woodard Group
- Strategic capability that is characterised by vision and inspiration.
- Charismatic and engaging
- A leadership style that is visible and accessible, with the ability to both lead from the front and empower others to perform.
- High emotional literacy.
- A passion for all-girls education.

Terms of Appointment

The ideal start date for the new Head is September 2025. This will be negotiable depending on the successful candidate's notice period.

A competitive package accompanies the post, dependent on experience. Family accommodation is included, in the Lodge on site.

Address: Baldersby Park, Topcliffe YO7 3BZ

Safeguarding:

Queen Mary's is committed to safeguarding young people and promoting the welfare of children. Applicants must be willing to undergo child protection screening and safer recruitment checks appropriate to the post, including checks with past employers and the Disclosure and Barring Service. All positions within the school are exempt from the provisions of the Rehabilitation of Offenders Act 1974.



How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Queen Mary's on this appointment.

Candidates should apply for this role via www.saxbam.com/appointments using code LBRAA. Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application

The closing date for applications is noon on Wednesday 15 May.

GDPR personal data notice:

According to GDPR guidelines, Saxton Bampfylde Ltd are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

KCSIE online checks:

In line with the latest KCSIE guidance, Saxton Bampfylde will conduct a search of online records that are publicly available on shortlisted candidates. These checks are used only to meet the intended purpose of the KCSIE's recommendation in relation to whether an applicant is suitable to work with children and young people. All data will be held in line with data protection regulations.



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