



Merchant Taylors'  
Schools

Ambition | Character | Excellence

# CANDIDATE BROCHURE

Head

Closing Date: Thursday 6th February

Saxton Bampfylde









## INTRODUCTION



# WELCOME FROM OUR CHAIR

Merchant Taylors' has a proud history of educating boys and girls in Crosby for nearly 405 years. The move to fully co-educational learning from September 2025 at the Harrison Site marks a new and exciting chapter for our school. It also provides us with a unique opportunity to continue to redevelop our senior school to provide all our senior school pupils with first rate, state of the art facilities on a par with those already enjoyed by our junior and preparatory school pupils at Stanfield.

We are now looking to appoint a new Head who has excellent management skills together with the drive, ambition and determination to realize our objective of making Merchant Taylors' the leading independent school in Merseyside.

On behalf of the Board of Governors, I look forward to welcoming you to Crosby and to discussing the future of Merchant Taylors' at what is a very exciting time for our schools.

*Philip J Marshall KC*

*Chair of the Board of Governors*



## A Unified Future



From September 2025 Merchant Taylors' Girls' and Merchant Taylors' Boys' will come together to create a single, co-educational senior school. The newly created school will be known as Merchant Taylors' Crosby and will be co-educational for all pupils aged 4-18, creating one school, one community, with one vision.

With a proud 400-year history, Merchant Taylors' has been a beacon of excellence, but we recognise the need to evolve with a rapidly changing world. Our strategy builds an outward-looking, inclusive, and forward-thinking school that reflects modern society. Staying true to our founding purpose of educating and inspiring young people, we are committed to fostering partnerships, embracing innovation, and serving our community with integrity.

This strategic development marks an exciting new chapter for Merchant Taylors', enabling us to broaden and enhance our academic offering while creating equal opportunities for every pupil. By uniting the schools on the Boys' school site, soon to be known as the Harrison Site, we can maximise operational efficiency and ensure resources are invested directly into enriching the pupil experience. A single, co-educational senior school will also allow us to develop state-of-the-art facilities that meet and exceed community expectations.

As we embark on this transformation, the Governors are determined to preserve the strengths of both the Girls' and Boys' schools. The new co-educational school will be rooted in its rich heritage while embracing a future-focused vision, continuing to serve its community with agility, ambition, and purpose.





## School Life



Merchant Taylors' Crosby will offer an outstanding education, where academic success is complemented by breadth of achievement, ensuring every pupil is inspired to reach their full potential in an inclusive, dynamic community.

### Academic:

Merchant Taylors' Crosby sees the joining of two of the best academic schools in the country. Success is a result of the pleasure the boys and girls take in thinking independently and enjoyment of conversation in the search for explanations and solutions. We offer a balanced curriculum, combining traditional and new subjects whilst those who need it are offered individual support. Throughout the wide range of subjects and opportunities we ensure that each and every pupil discovers their own strengths and talents.

### Co Curricular:

At Merchant Taylors' Crosby both boys and girls will continue to enjoy a well rounded curriculum that offers a range of activities for all interests. Examples of clubs and activities currently happening in both schools include: CCF, cricket, debating, equestrian, Duke of Edinburgh, netball, hockey and various bands and choirs. As we move to a co-educational environment, our offering will continue to evolve, providing even greater opportunities for collaboration and inclusivity, while introducing new initiatives that cater to the diverse interests and talents of all our students.

### Stanfield Preparatory School:

Stanfield Preparatory School is a happy, friendly school where young minds are encouraged to explore and be inquisitive, unafraid to make and learn from mistakes. It is proud to be the starting point of the Merchant Taylors' journey for boys and girls, and children are not required to sit any further entrance assessments as they move into the senior school.





For 400 years, our school has endured as one of the finest in the North of England, founded on a commitment to academic excellence and a nurturing environment that helps every child to achieve their full potential.

Across the Liverpool city region, our name is synonymous with excellence, achievement, heritage and culture. We are proud to be well-respected in the eyes of our local community and we take that responsibility very seriously as an organisation.

We are also known as an employer of choice within the education sector.

We are committed to hiring the very best people, giving them opportunities for personal and professional development, offering market-leading rewards packages and providing a friendly, challenging and inspiring work environment to our teaching and non-teaching staff.

Wellbeing is at the forefront of everything we do and staff have access to physical and mental health professional support as part of their employment with us. We also have a strong support network amongst our team to ensure that staff at all levels feel able to seek and receive help or advice whenever they may need it.

Merchant Taylors' offers a lifelong connection and our children, parents and staff all share an immense pride in being part of the Merchant Taylors' community, taking part in formal school functions or attending informal events with former colleagues and pupils long after they have left the school.



# THE OPPORTUNITY

Becoming Head of Merchant Taylors' Crosby is an opportunity to lead one of the UK's most historic schools through a transformative and exciting stage of its development. This is a chance to shape the future of a unified co-educational school, blending the rich traditions and strengths of the Boys' and Girls' Schools to create a progressive, inclusive community for pupils aged 4-18.

The role offers a unique platform to influence the strategic direction of a school with a 400-year legacy while embracing the challenges and opportunities of a rapidly evolving educational landscape. With the full support of Governors and a talented leadership team, the Head will have the scope to innovate, foster excellence across all areas of school life, and enhance the experiences of every pupil and member of staff.

This is a role for a visionary leader, ready to balance tradition and modernity, uphold the school's ethos and values, and ensure Merchant Taylors' continues to inspire and prepare young people to meet the demands of an ever-changing world. It is a rare chance to leave a meaningful legacy, securing the school's position as a beacon of excellence well into the future.



# WORKING AT MERCHANTS'









## Job Description - Head

The role of the Head of Merchant Taylors' Crosby is to provide inspirational leadership and overarching vision for the whole school and to be responsible for its day-to-day leadership. The Head will replace the current Executive Head role in a new structure which will bring greater visibility to and involvement with the school community.

### Responsibility for staff:

- Teaching Staff
- Professional Services Staff

### Direct Line Management of:

- Head of Stanfield Prep
- Senior Deputy Head
- Deputy Head (Academic)
- Deputy Head (Co-curricular)
- Deputy Head (Pastoral)
- Director of Finance & Resources
- Director of Estates & Operations
- Head of Admissions & Marketing
- Head of Development & Alumni Relations
- Clerk to Governors/Executive Assistant





# Job Description - Head

## Leadership

1. To create a culture of excellence, belonging, wellbeing, and engagement across the school community.
2. Ensure that the ethos and values of the school are sustained and that excellent relationships with staff, pupils and parents are an ongoing priority.
3. Be aware of, and respond to, the local and wider external environment of the school and sector in the UK, being proactive in seizing opportunities for the school and adapting plans and strategies in response as necessary.
4. Seek ways to improve and develop the school on an ongoing basis and make recommendations to the Governors as appropriate.
5. Work with the Governors, to develop a vision which establishes clear priorities and direction for the future.
6. In collaboration with the Governors and senior staff, set aims and objectives for the school in formulating the school's strategic plan in light of developments in the wider education sector, including the future of independent education.
7. Oversee the implementation of strategy via senior staff through the development and monitoring of annual development plans.
8. Evaluate the school's operations and in the effective planning and management of resources to secure improvements.
9. Report regularly to the Governing Body on progress towards the strategic priorities, operational objectives, financial performance and educational delivery and outcomes of the school.
10. Work with colleagues to share educational ideas and best practice to help the school deliver its strategic aims.
11. Ensure strong financial management, overseeing the school's financial operation within the annual budget agreed with the Foundation.
12. Work in partnership with the Senior Deputy Head and Head of the Prep School to enable and support a one Foundation approach in all areas of a Merchant Taylors' education, curriculum, pastoral care, cocurriculum, staffing, transition, &c.
13. Carry final responsibility for all significant disciplinary decisions [e.g. temporary or permanent exclusion of pupils].
14. Represent Merchant Taylors' School at local area meetings, and the annual HMC Heads Conference.

## Educational Culture

1. To champion the Merchant Taylors' commitment to innovation and excellence in all aspects of school life.
2. To champion, and balance, Merchant Taylors' proud tradition of excellence in academics, sport and the creative and performing arts, demonstrating a nuanced understanding of the ethos of the school while evolving it further in pursuit of current and future goals.
3. To encourage consistently high-quality and innovative teaching and communicate a clear message of continuous improvement to the staff body.
4. To take a collaborative, trusting approach to leadership, empowering senior and middle academic leaders to drive a culture of academic rigour and success.
5. To uphold the highest standards of pastoral care ensuring pupil welfare informs all decisions made within the School.

## Leading Safeguarding & Pastoral Care

1. Ensure that pastoral care and safeguarding are clear priorities for all staff working in the school.
2. Ensure that the policies and procedures adopted by Governors are fully implemented and followed by all staff.
3. Ensure the Merchant Taylors' safeguarding team works closely with external agencies, as required.
4. Ensure that sufficient resources and time are allocated to enable staff to discharge their safeguarding responsibilities, including taking part in strategy discussions and other inter-agency meetings, and contributing to the assessment of children.
5. Ensure that all staff and volunteers feel able to raise concerns about poor or unsafe practice, should it be in accordance with all procedures such as whistle blowing practices, and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle blowing practices



# Job Description - Head

## Operational Management

1. To provide clear leadership to the Executive and the Senior Leadership Teams and, with them and through them, to the school's academic and professional services staff.
2. To build productive and creative relationships with the Governors, enabling them to fulfil their duties and obligations.
3. To build capacity and develop leadership at all levels, championing an open and collegial working culture in which staff are empowered to take initiative and ownership.
4. To model a working culture that ensures equality, diversity and inclusion and the safeguarding of young people inform all decisions made within the School.
5. To recruit, retain and develop high calibre staff, ensuring that all staff benefit from continuing professional development and training opportunities.

## External Engagement

1. To play a leading role in Merchant Taylors' development and fundraising activities, engaging persuasively and confidently with alumni and donors.
2. To be a compelling and persuasive ambassador for Merchant Taylors', communicating the school's vision, aims, and ethos to a wide range of audiences.
3. To promote the interests and reputation of the school in the local community, establishing and nurturing positive relationships,, and continuing to build the profile of Merchant Taylors' on a local and national level.
4. To lead the school's outreach efforts, ensuring the school retains an active and positive role within the wider community.
5. To invest in building strong relationships with both current and prospective parents, ensuring that Merchant Taylors' is regarded as a school of first choice.
6. To maximise the opportunities offered by collaboration within the Foundation for staff and pupils.
7. Ensure that Departments within the school are looking forwards and planning for changes in the external market place [economic, technological, socials] and considering the potential impact for the future success of Merchant Taylors'.

## Professional Development

1. Maintain and update own knowledge and skills in line with legislation and the needs of the role and the independent schools' sector.

## Equal Opportunities

1. Maintain an up-to-date knowledge of Equality and Diversity legislation and the School's Equality and Diversity policies and procedures, in particular regarding the recruitment and retention of staff.

## Safeguarding

1. Maintain an up-to-date knowledge of Safeguarding legislation, and the Schools' safeguarding policies and procedures.

## Health and Safety

1. Ensure that an up-to-date knowledge of Health and Safety legislation as applicable to the role is maintained and that the School's Health and Safety policies and procedures are fully implemented and adhered to.
2. Keep up-to-date with legislation, guidance, rule changes and leading-edge practices and, in conjunction with the Health and Safety Officer, annually review policies and risk assessments.
3. Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are on the School premises and when they are engaged in authorised school activities elsewhere.







# The Person

The Head will be an outstanding educationalist with the clarity of vision, depth and breadth of experience and natural leadership abilities to lead Merchant Taylors' Crosby into the next exciting stage of its evolution. The successful candidate will be excellent at change management, and will bring a vision for a unified co-educational environment that is grounded in academic excellence, coupled with a holistic approach. [S]He will have the following experience, skills and knowledge and personal attributes.

## Skills & Knowledge

1. Proven capacity to think and operate strategically in complex organisational settings;
2. Strong communication and interpersonal skills with high levels of emotional intelligence and self-awareness;
3. A broad understanding of the changing external environment in which Merchant Taylors' operates, educationally and beyond, and the opportunities and challenges this presents;
4. A sound understanding of the business aspects of school leadership.
5. Able to develop and articulate a clear idea of where the School could and should be going, and capable of demonstrating commitment to the highest academic, pastoral and co-curricular standards.
6. Highly articulate, capable of communicating both orally and in written form at all levels, including public speaking.
7. Outstanding problem-solving skills and the track record to support this.
8. Able to delegate and motivate others.

## Personal Attributes

1. A warm and collaborative style of leadership marked by a willingness to embrace the benefits of working as part of a wider group;
2. A deep personal commitment to the Merchant Taylors' aims and to the power of education to transform lives and opportunities;
3. An adaptable and flexible approach;
4. Exemplary personal qualities of integrity, judgment, energy and resilience.
5. Happy being visible, both inside and outside the School.

## Leadership Behaviours

1. Support and further the vision of Merchant Taylors', embracing change with energy and optimism
2. Reflect on himself/herself, both successes and failings, and commit to continuous improvement
3. Willingness to receive and to give criticism, constructively and fearlessly.
4. Show courage in all dealings – to express and face truth, to work outside one's comfort zone, to delegate, rely on and trust others, and to expect and achieve the highest standards.
5. Have outstanding interpersonal skills and high levels of emotional intelligence, fostering a culture of open communication and constructive feedback

## Qualifications and Experience

1. Experience of senior level leadership in a school.
2. Educated to degree level with any postgraduate or leadership qualification an advantage.
3. Outstanding teaching track record, with relevant pastoral involvement.
4. Experience of working collaboratively with a board or group of other senior leaders on strategic planning, demonstrating the ability to translate strategy into a clear plan.
5. Good understanding of education and challenges therein across the full 3-18 age range.
6. Demonstrable experience of engaging and building relationships with key internal and external parties.
7. Experience of the full range of staff management processes, from recruitment, development, retention and performance management to dismissal.

## THE LOCAL AREA



The beach at Crosby is home to Antony Gormley's [Another Place](#), an art installation of 100 cast iron figures facing out to sea, known locally as the 'Iron Men'.

(Photo by 'Alamy Stock Photo')

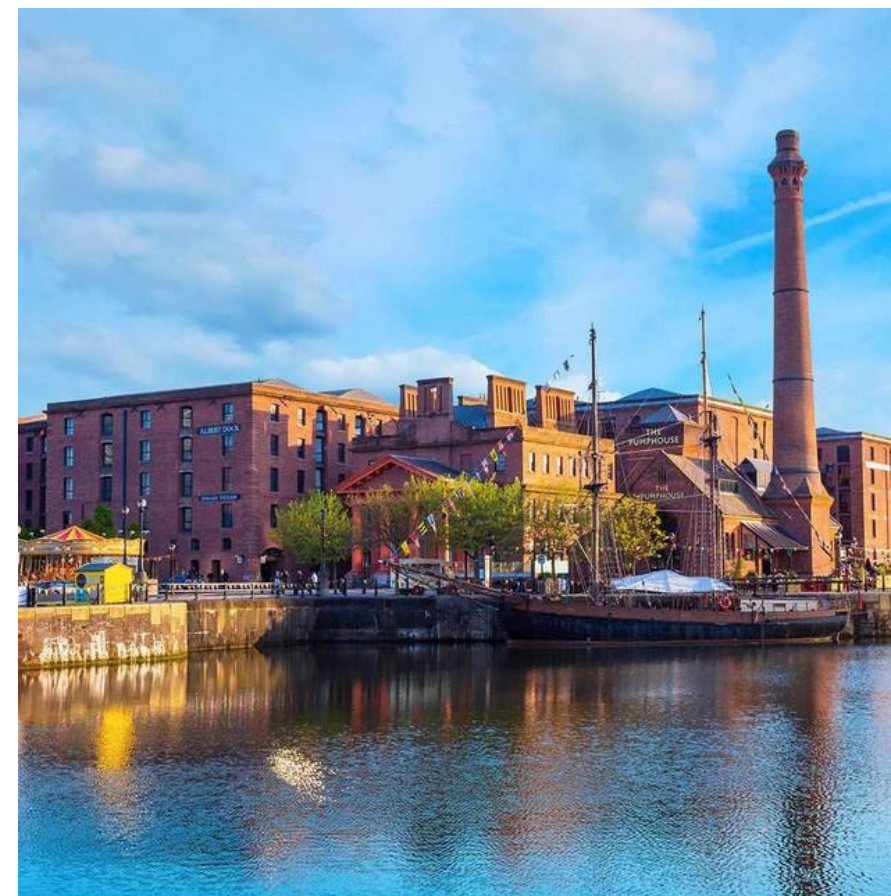
Crosby is an historic coastal town located six miles north of Liverpool. Its expansive sandy beach faces on to the Irish Sea and marks the beginning of the wider Sefton Coast, a 12-mile stretch of shoreline that runs north to Southport and is internationally-recognised for its geological and biological features.

Crosby offers an abundance of independent cafes, bars and restaurants and amenities in the town include the [Plaza Cinema](#), [Lakeside Adventure Centre](#) and [Crosby Leisure Centre](#), while it is also home to [Waterloo RFC](#) and [Marine FC](#).

Large areas of beautiful woodland, wide beaches and peaceful countryside are within easy reach of the town, while the bustling and richly diverse city of Liverpool is a 20-minute drive away.

Crosby has three stations on the Northern Line of the [Merseyrail](#) network, connecting passengers between Southport and Hunts Cross via Liverpool, with further connections to John Lennon Airport, Chester and Manchester, as well as the national rail network. Liverpool to London is just over two hours by train from Liverpool Lime Street.

While many of our staff live near to the school, a large number live in desirable communities all over the Liverpool city region, including Formby to the north, Ormskirk to the east and the Wirral peninsula, which is south-west across the River Mersey. We would be only too happy to give you practical advice and support if you are relocating to join our team.



(Photo by 'Go Guides')





# A SAFE ENVIRONMENT SAFEGUARDING ←

At Merchant Taylors' Schools, we recognise our moral and statutory responsibility to safeguard and promote the welfare of all children. We endeavour to provide a safe and welcoming environment where children are respected, valued, and can recognise when they are at risk and how to access help when they need it.

We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. The procedures contained in this policy apply to all staff, governors, volunteers and contractors.

Staff working with children at Merchant Taylors' Schools will maintain an attitude of 'it could happen here' where safeguarding is concerned. When concerned about the welfare of a child, staff will always act in the best interests of the child, and if any member of our community has a safeguarding concern about any child or adult, they should act immediately. Safeguarding of children is a central thread of the culture at Merchant Taylors' Schools. Our Child Protection and Safeguarding Policy and associated procedures will be made available through our school's websites, reviewed and ratified annually by the Governing Body. We will ensure it remains current and incorporates all revisions made to local and national guidance. Parents/carers can request a copy. We are also able to arrange for our policy to be made available to parents whose first language is not English, upon request.

Our governing body recognises the need to ensure that it complies with its duties under legislation, and this policy has regard to statutory guidance; Keeping Children Safe in Education (KCSiE), (2023), Working Together to Safeguard Children (2018), Key statutory and non-statutory guidance and any locally agreed inter-agency procedures. Appendix 1 - Key Statutory and non-statutory guidance

The schools will ensure we practice safer recruitment in checking the suitability of adults to deter and reject unsuitable people from entering the workplace. Appendix 2 - Safer Recruitment, selection and preemployment vetting (Part 3 Keeping Children Safe in Education 2023 - KCSiE)

Merchant Taylors' Schools will work in partnership with Sefton Strategic Safeguarding Partnership to safeguard and promote the welfare of children in the local area, and follow relevant local arrangements, policies and procedures as set out under the local safeguarding strategic partnership arrangements.











Merchant Taylors' School is committed to providing the best possible care and education to its pupils and to safeguarding and promoting the welfare of children and young people.

The school is also committed to providing a supportive and flexible working environment to all its members of staff. The school recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment.

For further information in our safeguarding policy please click [here](#).

POLICIES AND PROCEDURES

# SAFER RECRUITMENT AND DBS

## THE AIMS OF THE SCHOOL'S RECRUITMENT POLICY

To ensure that the best possible staff are recruited on the basis of their merits, abilities and suitability for the position

To ensure that the best possible staff are recruited on the basis of their merits, abilities and suitability for the position

To ensure that all job applicants are considered equally and consistently

To ensure that no job applicant is treated unfairly on any grounds including race, colour, nationality, ethnic or national origin, religion or religious belief, pregnancy or maternity, sex or sexual orientation, marital or civil partner status, gender reassignment, disability or age

To ensure compliance with all relevant legislation, recommendations and guidance including the Education (Independent School Standards) Regulations 2014 (ISSRs), the statutory guidance published by the Department for Education (DfE), Keeping children safe in education (1 September 2023) (KCSIE), Disqualification under the Childcare Act 2006 (DUCA), the Prevent Duty Guidance for England and Wales (2015 updated on 1 April 2021) (the Prevent Duty Guidance) and any guidance or code of practice published by the Disclosure and Barring Service (DBS); and

To ensure that the school meets its commitment to safeguarding and promoting the welfare of children and young people by carrying out all necessary pre-employment checks.





# How to Apply

Saxton Bampfylde Ltd is partnering with Merchant Taylor's Crosby on this appointment.

Candidates should apply for this role via [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code LAXAC. 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 9am Thursday 6<sup>th</sup> February.

## 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.

## BENEFITS

- ✓ Competitive salary.
- ✓ Teaching staff enjoy 50% discounted school fees for their children attending the school as well as membership of the APTIS pension Scheme [Aviva pension Trust for Independent Schools].
- ✓ We provide a supportive working environment where your continuous professional development is a priority and where you will enjoy working amongst a team of talented professionals.
- ✓ All of our people have access to a free hot or cold lunch during term time.
- ✓ We provide free fitness facilities by allowing our people to access the fitness suite where they can train exclusively between the hours of 7.15am - 9.00am and 4.00pm - 6.00pm.
- ✓ We also provide all of our people with access to our employee assistance programme which offers a counselling and advice helpline 24/7 for them and their immediate family.
- ✓ We provide all our people with £25.00 towards the cost of an eye test and contribute £50.00 towards the cost of a prescription if you require glasses for VDU use.
- ✓ Free onsite car parking.



