



APPLICATION PACK
FOR THE POST OF
**DEPUTY HEAD
ACADEMIC**

*(To start April or September
2025)*



CHEAM | Overview

Cheam is a wonderful co-educational prep school on the Berkshire/Hampshire border. The school is situated in a stunning rural location ten minutes from Newbury and fifteen minutes from Basingstoke, just off the A339. It is surrounded by smaller towns and villages from which it draws many of its pupils.

Cheam was founded in 1645 and is one of the oldest prep schools in the world. Cheam is an IAPS boarding and day school with some 375 pupils, boys, and girls. Cheam prides itself on its excellent all-round record academically, musically, artistically and on the sports field. The facilities are outstanding. On completing their life at Cheam, children move on to the top Public Schools in England, including Eton, Wellington, Marlborough, Radley, Harrow, Winchester, Bradfield and St. Mary's Calne. The school is non-selective yet achieves consistently high standards academically.

Deputy Head - Academic

An outstanding opportunity has arisen to join the team as a full time and inspirational Deputy Head Academic.

The Deputy Head Academic leads the Teaching and Learning of the School, working closely with the Director of Teaching and Learning and Heads of Department in ensuring excellence in academic opportunity and attainment.

Reporting to the Head, the Deputy Head Academic is a member of the Senior Leadership Team (SLT) and works closely with the Deputy Head Pastoral, Deputy Head Co-Curricular and the Head of Pre-Prep to ensure that teaching and learning across the whole School is first class.

JOB DESCRIPTION



Key responsibilities include:

Leadership

- As a member of the SLT to participate in all areas of the School's policy development and the strategic management of the School ensuring strategies directed towards achieving the Heads vision are in place.
- To be responsible for the development and implementation of the academic and curriculum content aspects of the School's strategic plan.
- To develop, communicate and implement a vision for ensuring Teaching and Learning across the School is exemplary and fit for the rapidly changing modern world.
- To act at all times with integrity and be a role model of exemplary and professional behaviour.

Academic Policy and Management

- To oversee, in liaison with the Head of Pre-Prep, the delivery of all curriculum subjects across the School.
- To develop the Prep School timetable ensuring fair and adequate staffing levels are maintained and daily staff cover is provided as necessary.
- To be responsible for academic tracking, assessments, internal and external exams and reporting.
- To lead the scholarship process.
- To ensure the curriculum reflects diversity and inclusion and is taught in such a way as to reflect these values.
- To manage programmes for ECT's and PGCE students.
- To encourage cross-curricular links within the school including curriculum links with the Pre-Prep School.

Parent Liaison

- To support Heads of Department and other academic staff with parent liaison.
- To oversee the set-up of parents evenings.
- To support the Head and Deputy Head Co-Curricular in the choice of future schools and scholarships.

Staff Management

- To line manage the academic Heads of Departments and Academic Staff including carrying out regular appraisals.
- To chair regular meetings with the key leaders in the various academic teams.
- To advise on academic staffing levels and deployment of teaching staff.
- To lead on the selection and recruitment of new academic staff.
- To ensure the effective induction and training of all new academic staff.

Working at Cheam

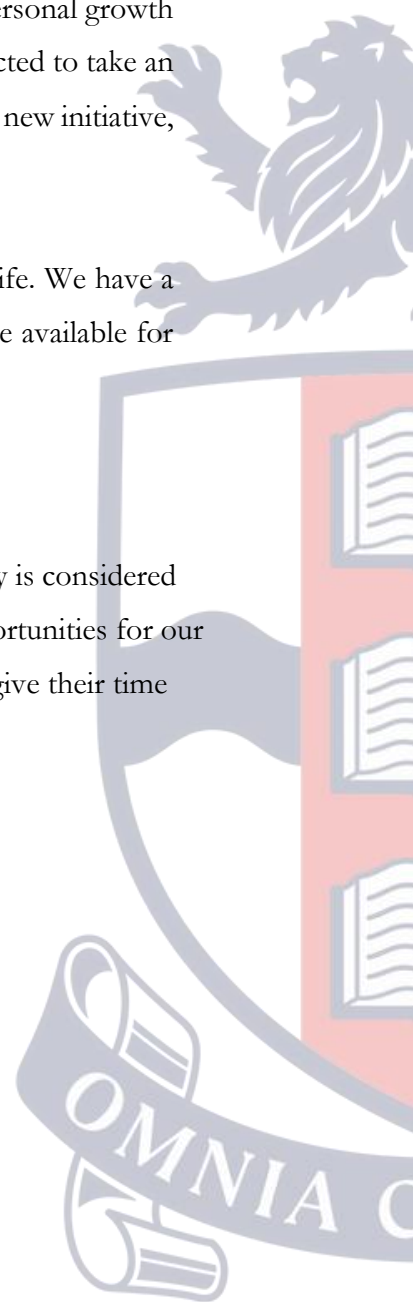
It is expected that all staff at Cheam support the strong collective dynamic and inspirational ethos of the educational philosophy of the school and support the community aims of our school life. We are looking for a candidate who has confidence, integrity, humility, fun and humour and is happy to give their time, expertise, skill and intellect to children and colleagues.

At Cheam, we are not only committed to academic excellence but also to the personal growth and character development of each and every student. Staff at Cheam are expected to take an active role in helping the children reflect upon and grow their characters, using a new initiative, the Cheam Diploma, as a platform to guide and support this process.

Our extensive and beautiful grounds provide the perfect backdrop for school life. We have a school swimming pool, golf course, staff gym and tennis courts all of which are available for staff use.

Other Responsibilities

A willingness to contribute to the life of the school beyond the usual school day is considered essential. We are a busy prep school offering a wide range of co-curricular opportunities for our pupils, and we are seeking a dedicated and enthusiastic Deputy Head who will give their time freely in support of the Head.



Salary and Hours

Salary will be competitive, according to experience and qualifications and in line with our own salary scales.

This is a full-time role. Full time staff work six days a week Monday to Saturday but receive a half day off on one day.

School Holidays | Days Off

School holidays are usually 3 weeks at Christmas, 3 weeks at Easter, 8 weeks in the summer, 1 week for February, May and October half terms. There are regular staff meetings and INSET days just before the start of each term and all staff are expected to attend these.

BENEFITS

LOCATION

Nestled in 100 acres of beautiful Berkshire countryside



CAREER PROFESSIONAL DEVELOPMENT

including mentoring and a variety of training opportunities



LUNCHES

Meals, snacks and refreshments provided



GENEROUS PENSION SCHEME



WELL-BEING

Focus on staff well-being, yoga classes, team socials and access to physio and counsellors



FACILITIES

Use of school facilities when available



WORKING AT CHEAM



Our staff are Cheam's greatest asset. From the inspiring and experienced teachers to the efficient and friendly support teams, everyone contributes to the special environment at Cheam. Cheam offers the brightest of learning environments. It is the perfect place for staff to thrive and grow.

“Having worked in a number of schools, when I found Cheam, it felt the most like home. The team, the amazing site and the positive, can-do attitudes are what makes it a great place to work and live.”

“The pupils who are happy, engaged, so well-mannered and keen to learn make coming to work something I genuinely look forward to.”

“The feeling of camaraderie amongst the staff and being part of the Team Cheam. It's a very special community.”

“It's a privilege to work in such a beautiful setting, with a brilliant group of colleagues who make coming to work worthwhile.”

Quotes from Staff Members

- “The quality of the pupils academic and other achievements is excellent.”
- “Pupils throughout the school display extremely positive attitudes towards their learning.”
- “Pupils show highly developed knowledge and strong understanding and skills across their studies.”
- “Pupils are excellent communicators.”
- “The quality of the pupils personal development is excellent.”
- “Pupils show high levels of self-understanding and self-confidence for their age.”
- “Pupils behave notably well and show respect and kindness towards others.”
- “Pupils have a strong understanding of how their decisions affect their development.”
- “Pupils are extremely socially aware and collaborate highly effectively across all areas of school life.” *Quotes from the ISI Inspection Report 2023*

See also:

[THE GOOD SCHOOLS GUIDE](#)

[MUDDY STILETTOS SCHOOLS REVIEW GUIDE](#)

HOW TO APPLY & KEY DATES



- Candidates should complete the application form and equal opportunities form found on our website at www.cheamschool.co.uk and provide a covering letter. Applications will not be accepted without a completed application form.
- Covering letters and application forms should be submitted by post to Cheam or online to the Head's PA, Cal Austin at austinc@cheamschool.co.uk

Key Dates

Closing date for receipt of applications is **Tuesday 11th February 2025.**

Interviews are likely to be held soon afterwards on 13th or 14th February 2025. The School reserves the right to call someone to interview before the closing date.

Start Date: April or September 2025

Cheam School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

At Cheam we are committed to a culture of equality, diversity and inclusion. We value difference and recognise that individually we perform well but collectively we shine. If you believe your personal values would fit with the Cheam values we would love to hear from you. Whatever your background, if you lead by example, show resilience and kindness and seek always to integrate and share, please get in touch.



