



MILLFIELD

Appointment of Deputy Head (Pastoral)
January 2027
LBLCD

Saxton Bampfylde

Welcome from the Headmaster

Millfield is a remarkable school, and the post of Deputy Head (Pastoral) should be career defining for someone who has the appetite for very hard work and for rapid learning within an entrepreneurial and cutting-edge educational environment.

At Millfield, no decision is too frightening, so long as it supports the learning and development of children, now and in the future. We are looking for a colleague who shares our diverse and disruptive view of education and wants to contribute to the debate and to learn from a remarkable team of colleagues and students in all areas of the school. Culture eats strategy for breakfast. This role is pivotal in the definition and celebration of culture and full boarding at Millfield, which has never been more important.

The scale of Millfield daunts some and excites others. If you are excited by the nature and scale of this role and if you anticipate that your next role will be as the Head of a great school, then we are keen to meet you and to discuss your vision for education.

Gavin Horgan
Headmaster



An Introduction to Millfield School

Millfield School was founded in 1935 by R.J.O. Meyer, affectionately known as 'Boss' Meyer, following his return from India with seven boys, six of whom were Indian princes. The school was originally based in Millfield House in Street, Somerset, and grew steadily from these modest beginnings. From the outset, Meyer's vision was distinctive: as early as 1939, Millfield became one of the first independent schools in the country to be co-educational. The school also pioneered inclusive education. In 1942, Martin Attlee joined the school to overcome 'word-blindness', and the Millfield method proved so successful that he went on to university, earning the school recognition as the first in the country to deal successfully with dyslexic students.

Millfield is not like other schools; it never has been. It is diverse in a way that others are not, of a scale that others are not, and holds ambitions for its children that others do not. The Millfield Way is an attitude that brings together key staff in a child's life in a way that does not happen in other schools, with an excellence of teaching and coaching placing the child at the centre. This philosophy runs from the youngest pupils all the way through to Sixth Form: from the moment children arrive, aged two onwards, Millfield helps them develop their character, resilience, relationships, abilities, skills and knowledge. Once a child finds their passion, Millfield tailors an education programme that is right for them, wherever their talents lie.

As one of the largest co-educational boarding and day schools in the UK, with over 1,300 students at Millfield and 440 at Millfield Prep, the school has the resources to offer world-leading teaching and coaching. Millfield is set in 200 acres and features a 50m Olympic-sized swimming pool, golf course, equestrian centre with stabling for 90 horses, indoor cricket and golf centres, a concert hall, 450-seat theatre, art gallery, world-class music centre and cutting-edge science facilities. Class sizes are typically between 8 and 12 at Millfield, optimised for personal attention so staff can stretch the most able and support those who need an extra helping hand. Millfield is also a name synonymous with sport, and its representation at the Olympics and Commonwealth Games evidences the unique environment athletes access at Millfield, which helps set them on their path to success.

Today, Millfield stands as one of the UK's leading independent schools for boys and girls aged 2 to 18. Along with Millfield Prep, the school has some 1,700 students and over 1,000 employees, yet its founding philosophy remains unchanged: to help every individual child achieve their full potential and discover their brilliance. That ethos is perhaps best reflected in its remarkable alumni, who span sport, the arts, politics and business. Notable Old Millfieldians include Welsh rugby legend Gareth Edwards, Olympic gold medallists Duncan Goodhew, Peter Wilson and Helen Glover, Formula One driver Lando Norris and Stewart Copeland of the legendary rock group The Police.





Purpose, Vision & Mission

Our Purpose

To break the mould as an activist educator and provide an education and an experience that honours the individual.

Our Vision

To be the world leader for the development of children.

Our Mission

Discover brilliance in every child and transform lives through education. Be the world's best at immersing children in limitless academic, creative and sporting opportunities, in a full boarding environment. Create an environment which fosters disruptive leadership and wellbeing.

We pride ourselves on providing an exceptional, all-round education that enables each child to try everything on offer, to find out what they really enjoy and are good at. The capacity to engage children at many different levels is central to life at Millfield and we offer countless opportunities across many different learning contexts both inside and outside the classroom. Talented and committed staff work with our children to achieve these ends. The school is grounded in the strength of relationships that are the bedrock of all great communities. Millfield is tremendously diverse in terms of the academic, cultural and sporting backgrounds of its children, and we celebrate this diversity. Millfield is committed to build on its legacy to look forward without losing sight of what has come before.

Our Values

As a community we have established a collective set of values for all: every child, every employee and every volunteer. Our values will act as a target and a guide, in our learning, our work and our life at school. They will help each individual to discover their own brilliance: Be Curious. Be Disruptors. Be Brilliant. Be Authentic. Be Kind.

Curriculum

Millfield provides a broad and balanced education which not only prepares students for public examinations but also gives them the confidence to achieve success throughout their adult lives. The school believes that education should open doors, not close them by premature specialisation, and up to the age of 16 every student receives a rounded education in both Arts and Sciences.

Millfield offers an exceptionally wide range of courses which underpin the school's curriculum whilst still allowing students' programmes to be tailored to individual needs. An exciting range of vocational courses are also available in the Sixth Form, including BTECs and Leith's Introduction to Confident Cooking.

The newly launched and innovative Brilliance Curriculum is inspirational in nature, aspirational in scope and carefully planned. Teachers have considered the core concepts of their subject to form cross-curricular links between topics to aid greater understanding. For example, the teaching of the importance of water purification in Geography is followed by the teaching of different mechanisms for water purification in Chemistry, with teachers from each department explicitly referring to this cross-curricular link. Core concepts in all subjects are used as the catalyst for personal discovery rather than where knowledge and ambition are hampered by exam specifications.

Students are taught in small sets, made possible by a high staff to student ratio. Up to GCSE level, in order for every student to access an appropriate curriculum and make good progress, classes are banded by general ability, with additional streaming taking place in English, Mathematics, Science and Languages.







Pastoral Care

The care of each individual student is central to the philosophy of pastoral care at Millfield. Small tutor groups provide an environment for all students to meet others, seek the guidance and support of their tutor, and experience the Personal, Social, Health and Economic Education programme. Each tutor group is attached to a house, and all students can access their Housemaster or Housemistress and Assistant Housemaster or Housemistress.

In boarding houses, staff seek to make the environment a homely place with a family atmosphere, and all houses have matrons who spend most of the day in the house supervising and supporting pupils and staff. Outside the house units, students may seek guidance from the Spiritual Director, Medical Centre staff, school counsellors, the safeguarding team and Assistant Head (Pastoral) – all of whom are removed from the disciplinary structure, allowing students to speak openly about any difficulties in a safe environment.

Healthcare is provided by the Millfield Medical Centre, located at the heart of the campus, staffed 24 hours a day, seven days a week during term time by seven fully qualified nurses and a healthcare assistant. The centre houses 15 beds and a self-contained isolation unit, and offers a wide range of services including asthma and travel clinics, teenage sexual health support, cardiac risk testing and a physiotherapy clinic.

Millfield's Character Education and Life Skills programme (CELS) – the school's name for PSHEE – is compulsory for all students and covers health and wellbeing, living in the wider world, and relationships and sex education. The programme aims to develop confidence, resilience and strength, and is designed to support students' social, health and economic development in an age-appropriate manner.

Spiritual and moral development is also considered a vital part of a Millfield education. All students, irrespective of their religion, are encouraged to explore and develop their own faith and learn from that of others in an atmosphere of generosity and tolerance. The school chapel is dedicated for use as a place of worship for all faiths, and the Spiritual Director is available to all members of the school community.

Boarding

The boarding environment at Millfield encourages students to live their lives to the full in as many spheres as possible, allowing individuality to flourish. Around 75% of students are full boarders, living at school seven days a week, and there is a vibrant weekend programme of activities. The houses are the focal point of students' lives at school, with boarders highly supportive of each other's achievements and regularly coming together for sports matches, concerts and plays. As the ISI Inspection Report noted, "based on mutual respect and trust, boarding staff offer an outstanding quality of pastoral care to the members of their houses."

There are 19 boarding houses situated on or within easy reach of the campus, with separate houses allocated for boys and girls. The standard of accommodation is high across all houses, with gardens and spaces for outdoor recreation. Each house has a resident Housemaster or Housemistress, an Assistant Housemaster or Housemistress who also lives onsite, and house managers and non-resident tutors who together provide a warm and supportive atmosphere. The houses range from purpose-built campus properties to beautiful country houses set in their own grounds, each with its own distinct identity and strong house spirit.

Houses have excellent facilities including kitchens, common rooms, open-plan living areas and ample spaces for prep. Bedrooms for students in Years 9 to Lower Sixth are typically shared rooms; Upper Sixth students have single rooms. All houses are equipped with state-of-the-art Wi-Fi networks and rooms are inviting and personalised. Year 9 students are given dedicated houses – Acacia and Keen's Elm for girls and boys respectively – designed to help them settle into boarding life and build the friendships and confidence they need before moving into their senior houses.

Boarding houses compete in many events as a house and are also grouped together for larger competitive and social occasions, with a strong sense of community running through the school in major competitions including singing, debating and most sports. Students speak enthusiastically about life in their houses, as one Sixth Form boarder reflected, boarding at Millfield means having the opportunity to study hard while keeping up the intensity of sporting training, with everything in one place. It is, at its heart, a community built on friendship, shared experience and mutual support.





Co-Curricular

Millfield firmly believes in an all-round education where academic pursuits are supported by wonderful co-curricular opportunities. The wide-ranging programme of activities, societies, events and trips allows students to find alternative avenues of interest to explore and enjoy, with the aim of enhancing enjoyment of school life and developing personal skills.

The co-curricular offer spans four key areas. Activities and societies give students the chance to pursue a broad range of interests outside the classroom. The arts – covering music, drama, dance and visual arts – provide rich creative outlets alongside academic study. International trips broaden students' horizons and cultural understanding, while charity and community service encourages a sense of social responsibility and engagement beyond the school gates.

Students also have access to the Duke of Edinburgh's Award, Ten Tors and the Combined Cadet Force, all of which develop leadership, teamwork and resilience. Together, these programmes reflect Millfield's commitment to nurturing well-rounded individuals who are equipped not just academically, but for life beyond school.

Location & Facilities

Millfield Pre-Prep, Prep and Senior Schools are situated in the beautiful rural south west of England in the county of Somerset. Millfield Prep and Pre-Prep is in the historic town of Glastonbury, within an eight-minute drive of Millfield Senior, which is located in Street. London is 135 miles away, and major air links via Bristol, Heathrow and Gatwick airports, rail connections at Castle Cary and Yeovil, and road links via the A303 and M5 are all within easy reach. The prep and senior schools are set across 450 acres of Somerset countryside, with pupils living in 19 boarding houses at the senior school. Houses feature excellent facilities including kitchens, common rooms, open-plan living areas and ample spaces for prep.

The sporting facilities at Millfield are among the finest of any school in the country. The 50m Olympic-size swimming pool, built to FINA/AASA standards, is the most impressive training facility of any school in the country, and the 400-metre athletics track offers world-class training for all 20 athletics disciplines, enabling Millfield to host regional and national schools' championships as well as elite pole vault competitions. Beyond this, the campus features 11 full-sized football pitches, three world-class water-based hockey AstroTurfs, six squash courts, three indoor tennis courts, a purpose-built fencing salle with ten training pistes, and extensive golf facilities including a 350-yard driving range. The Indoor Riding Arena spans 30,300 square feet with stabling for 53 horses, and the Millfield Institute of Sport and Wellbeing supports pupils across nutrition, physiotherapy, performance analysis and strength and conditioning.

Academic facilities are equally world-class. The Music School is one of the largest in the UK, featuring a concert hall, over 30 dedicated teaching and practice rooms, two professional recording studios and a Steinway Model D Concert Grand piano. The Johnson Hall, seating 350, is one of the finest concert halls in the South West of England. The Meyer Theatre seats 400, the Media Studio is equipped with industry-standard cameras and editing software, the Product Design Department features the latest 3D printing and CNC technology, and the library holds over 23,000 texts alongside extensive digital and multimedia resources.

Student wellbeing is central to campus life. The Wellbeing Hub is staffed by four counsellors available Monday to Friday, with a dedicated common room and quiet snug for students who need support during the day. The purpose-built Dining Hall overlooks the Sir Gareth Edwards pitch and includes a Sixth Form Café with a full barista bar, social seating and study spaces. The Medical Centre is staffed 24 hours a day, seven days a week during term time, ensuring students have access to healthcare whenever they need it.





The Role

The Deputy Head (Pastoral) is responsible to the Head and as a member of the Senior Leadership Team, is the Head's key adviser on all matters relating to the pastoral care of students, house staff and the boarding programme.

Principal Responsibilities

Strategic

- Advise, support, and guide the Head and deputise in their absence.
- Take a collective leadership responsibility for maintaining a culture of purpose, discipline, and ambition in the senior school, championing the school's values.
- Member of the Senior Leadership Team and Strategic Working Group with responsibility for mid to long term pastoral and whole school strategic planning.
- Lead on full boarding strategy, which is enshrined in Millfield's strategic objectives.
- Draft pastoral, behavioural, and boarding policies and consultation papers pertinent to the senior school and contribute to those with a whole school implication. Present such papers to the senior leadership team and other senior management meetings.
- Ensure that senior managers are aware of current ISI requirements.
- Attendance at the Governors' Education Committee.
- Lead on the school's attendance strategy.
- Lead on the school's mental health strategy.
- Engage collaboratively with Millfield Prep School pastoral leadership team.

Operational

- Advise and line manage the Pastoral Assistant Head team.
- Advise and line manage aspects of the Assistant Heads of Section and Director of Year 9 roles with regard to programme, student management and day to day campus organisation.
- With senior leaders, organise staffing of key activities and events; be a presence on the campus and at school events. Oversee, advise, assist, and direct the Assistant Heads of Section as necessary in the planning and timing of the key events in the school year.
- Chair Assistant Heads of Section meetings.
- Visit all houses on a regular basis.
- Ensure all boarding regulations are adhered to in conjunction with the Assistant Head (Pastoral and Enrolment).
- Undertake midweek and weekend duties as part of a senior staff roster.
- Fulfil the role of Deputy Designated Safeguarding Lead (DDSL).

Staff

- Take a collective responsibility for maintaining a culture of purpose, discipline and ambition in the senior school.
- Participate in recruitment for senior school teaching appointments.
- Advise the Head on middle management and senior staff appointments, overseeing shortlisting, arranging, and conducting interviews as required.
- Line manage the Assistant Heads: Pastoral and Enrolment; DSL and Student Welfare; Head of Middle School; Head of Sixth Form.
- Work closely with the Head of CELS, the Head of Relationships and Sex Education and the Spiritual Director.
- Appoint house staff in conjunction with the Assistant Head (Pastoral and Enrolment).
- Advise Housemasters/Housemistresses on house issues.
- Oversee the work of all Housemasters/Housemistresses through the Assistant Head (Pastoral and Enrolment).
- Attend Housemasters/Housemistresses meetings.
- Work with Assistant Head (Pastoral and Enrolment) to allocate Group Tutors to houses.
- Arrange with the Head of Human Resources for the induction and training of all pastoral staff, including matrons and other house staff through the Assistant Head (Pastoral and Enrolment), and oversee arrangements for staff training: first aid, health and safety, child protection, and safeguarding.
- Oversee pastoral INSET, induction arrangements and the corresponding budget. Present key pastoral information at Brilliance Conferences.
- Act as counsellor, confidante, and advisor to all staff, as required.
- Involvement with formal (Stage 2) complaints, disciplinary and grievance procedures.

The Role

Students

- Liaise with the Deputy Head (Enrolment and Outreach), Assistant Head (Pastoral and Enrolment), Assistant Head (Head of Sixth Form), Assistant Head (Head of Middle School), Heads of Year, Director of Year 9, and Millfield Prep Head of Year 8 over the placement of students into houses.
- Manage the process of house moves from Year 9 to 10 and oversee all house moves by current students in conjunction with the Assistant Head (DSL and Student Welfare).
- Liaise with the Assistant Heads and Assistant Heads of Section over issues relating to student welfare.
- Advise the Assistant Heads of Section on matters pertaining to student discipline and progress.
- Support the Assistant Head (Sixth Form) in their work with Prefects and when recommending Prefects for appointment by the Head.
- Advise and support all middle and senior managers in dealing with students and their parents.
- Manage all major disciplinary incidents (suspensions) with assistance from the Assistant Head (Head of Sixth Form), Assistant Head (Head of Middle School), or Director of Year 9, as appropriate.
- Interview prospective students, as appropriate.
- Monitor student behaviour patterns.
- Attend School Council meetings.
- Oversee Assistant Heads of Section work related to parental requests for early departures and late returns to school.
- Champion culture, values and positive behaviours amongst students.

Child Protection and Safeguarding

- Act as the school's Deputy Designated Safeguarding lead, with the DSL, and advise the Head on safeguarding and child protection policy and procedure.
- Advise the Head and governors on all matters related to child protection, safeguarding, and student wellbeing.
- Develop and maintain links with the local safeguarding authorities.
- Safeguarding children is the responsibility of all members of Millfield staff.

Marketing and Communications

- Coordinate arrangements and communicate with parents in extreme circumstances.
- Attend Open Days and meet prospective students and their families.

Teaching

- The Deputy Head will teach up to 6 periods (of 55 minutes) per two-week cycle.

General

- The Deputy Head (Pastoral) will be required to live on campus.
- Undertake additional duties that are appropriate to the role as directed by the Head.
- In pursuance of these responsibilities, the Deputy Head (Pastoral) should expect to have regular meetings with the Head, Finance Director, Deputy Head (Academic), Director of Sport, Deputy Head (Chief of Staff) Assistant Head (Pastoral and Enrolment), Assistant Head (DSL and Student Welfare), Assistant Head (Head of Sixth Form), Assistant Head (Head of Middle School), Heads of Year and attend senior leadership team meetings.

Administrative Support

- The Deputy Head (Pastoral) has the support of an administrative assistant.

The Person

This personal specification outlines the qualifications, skills, and personal qualities required for the role of Deputy Head (Pastoral). Candidates should demonstrate a strong commitment to promoting the well-being and development of students, the ability to lead and manage effectively, and a deep understanding of educational leadership and child protection principles. The ability to demonstrate behaviours in line with our values would be advantageous.

Qualifications and Experience:

- **Educational Leadership:** A postgraduate qualification in educational leadership or a related field is essential.
- **Teaching Experience:** A successful track record of teaching, preferably in a senior school setting, with a minimum of 5 years of teaching experience.
- **Leadership Experience:** Proven experience in a senior leadership role within a school environment, such as a Head of House, Head of Department, or Assistant Head, is essential.
- **Child Protection and Safeguarding:** In-depth knowledge of child protection and safeguarding policies and procedures, with experience in a designated safeguarding lead role.
- **Pastoral Care:** A strong understanding of pastoral care principles and practices, with experience in implementing pastoral programs to support students' well-being and personal development.
- **Experience of working in a boarding school.**

Skills and Abilities:

- **Leadership:** Exceptional leadership and management skills, including the ability to provide guidance, support, and direction to a team of staff members.
- **Strategic Thinking:** Strong strategic thinking and planning abilities to contribute to the development and implementation of school-wide policies and initiatives.
- **Communication:** Excellent written and verbal communication skills, with the ability to articulate and present complex ideas and policies clearly and persuasively.
- **Interpersonal Skills:** Exceptional interpersonal skills to build positive relationships with students, staff, parents, and external stakeholders.
- **Problem Solving:** Strong problem-solving skills to address issues related to student discipline, welfare, and well-being effectively.
- **Compliance:** A deep understanding of education regulations and standards, including ISI requirements.

Personal Qualities:

- **Commitment:** A strong commitment to promoting a culture of purpose, discipline, and ambition within the senior school.
- **Empathy:** The ability to empathise and connect with students, staff, and parents to support their well-being and development.
- **Confidentiality:** Discretion and the ability to handle sensitive and confidential information with utmost integrity.
- **Resilience:** The capacity to handle challenging situations and maintain composure under pressure.
- **Team Player:** A collaborative and inclusive approach to working with colleagues as part of the Senior Leadership Team.
- **Adaptability:** Flexibility to adapt to changing circumstances and prioritise tasks effectively.
- **Values:** Millfield expects all leaders to live by the schools five values.

Other Requirements:

- **Teaching Commitment:** Willingness and ability to teach up to 6 periods per two-week cycle.
- **Residence:** Willingness to live on campus, as required.
- **Availability:** Flexibility to undertake additional duties as directed by the Head, including attending regular meetings with various stakeholders.
- **Administrative Support:** Ability to work effectively with administrative support staff to manage the pastoral responsibilities efficiently.



How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Millfield School on this appointment.

Candidates should apply for this role via roles.saxbam.com using code LBLCD. 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 9am on Thursday 21st May.

A competitive package accompanies the post, dependent on experience.

Safeguarding:

Millfield School is committed to providing a safe and inclusive environment for all. We are a community that celebrates diversity, supporting our pupils and employees to be brilliant as individuals. We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Specific safeguarding responsibilities for this position are outlined in the job description. Offers of employment are subject to satisfactory safeguarding checks including, but not limited to, Enhanced DBS clearance. All positions within the school are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

Be kind, be individual, be brilliant. Millfield School, where being an individual is recognised as the key to brilliance.

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.

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