



Bradford
Grammar
School

Candidate Brief

Deputy Head
September 2027

bradfordgrammar.com



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About Bradford Grammar School

Founded in 1548, this thriving independent day school has a proud heritage at the heart of Yorkshire. Educating pupils from Reception to Sixth Form, it provides a transformational education that combines academic ambition with exceptional pastoral care and a strong sense of purpose.

Academically high-performing, socially inclusive and values-led, the school was described by the Independent Schools Inspectorate as "highly effective across all areas", with particular recognition given to the clarity of leadership and the strength of its ethos. Expertise, ambition and strategic vision at governor and senior leadership level ensure that high standards, ethical conduct and pupil wellbeing remain central to every decision.

A broad and dynamic curriculum spans STEM, the arts, humanities and sport, encouraging intellectual curiosity, creativity and independent thinking.

Beyond the classroom, an extensive co-curricular programme and meaningful community engagement develop resilience, leadership, social responsibility and global awareness.

Tradition and innovation sit comfortably side by side at this forward-thinking school. Historic spaces such as the Price Hall complement modern facilities including the Clarkson Library, reflecting a school that honours its past while continually evolving to meet the needs of the future. Alumni including Sir Ken Morrison, Alistair and Jonny Brownlee, and David Hockney exemplify its long-standing culture of achievement and character.

Guided by the values of **Excellence, Opportunity and Happiness**, the community is ambitious, supportive and optimistic. It is an exciting time to contribute to a school where tradition and innovation meet, and where staff are empowered to make a lasting difference to the lives of young people.



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The Opportunity

The Deputy Head is one of the most important appointments at Bradford Grammar School.

The Deputy Head works closely with the Headmaster to lead and represent the School whilst setting the benchmark and tone for the management of the teaching staff. The role carries responsibility across the full breadth of School life and requires someone with the judgement, confidence and gravitas to project the authority of the Headmaster when needed.

We are looking for an accomplished and ambitious school leader who is ready for broad institutional responsibility. The successful candidate will combine credibility with judgement, be comfortable operating on a public platform and understand the importance of high standards, reputation, visibility and respectful relationships, in the management and leadership of a school.

The breadth of the role offers a rare opportunity to contribute across all aspects of the School, with a focus on the management of the teaching staff and will be particularly attractive to someone who has the capacity and ambition to progress to headship.





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Person Specification

The successful candidate will be:

- A highly credible and effective school leader with significant management experience in a secondary school environment.
- Able to demonstrate a strong track record of improving educational outcomes, leading school improvement and delivering sustained organisational change.
- Experienced in leading and developing colleagues, building leadership capacity and holding others to account for standards and outcomes.
- Skilled in using evidence, data and professional judgement to inform decision-making and drive improvement.
- Committed to the highest standards of academic and co-curricular achievement, pastoral care and pupil wellbeing.
- Demonstrates the potential and ambition to lead a School in the future.
- A strategic thinker with the ability to translate vision into effective implementation.
- An excellent communicator, capable of building trust and credibility with pupils, colleagues, parents, governors, alumni and external partners.
- Able to make balanced decisions in complex situations and exercise sound judgement under pressure.
- Resilient, emotionally intelligent and able to lead with confidence, integrity and professionalism.
- Committed to continuous improvement, both personally and organisationally.
- Willing and able to make a full contribution to the wider life of the School.

Qualifications and Experience

Essential

- Qualified Teacher Status.
- An excellent degree or equivalent academic qualification.
- Significant management experience in a secondary school.
- Experience of leading a major area of school provision or whole-school improvement.

Desirable

- Experience at Assistant Head level or above.
- Experience within the independent sector.
- A relevant postgraduate or leadership qualification.

Job Description

Job Title: Deputy Head

Reports to: Headmaster

Direct reports: Assistant Head – Curriculum
Assistant Head – Pastoral
CPD Lead
Initial Teacher Training (ITT) Lead

Job Purpose

The Deputy Head works in close partnership with the Headmaster across all aspects of Bradford Grammar School whilst setting the standard and tone for the management of the teaching staff.

As second-in-command, the Deputy Head is a visible leader, trusted adviser and ambassador for the School, helping to strengthen relationships across the School community and contributing to its long-term success and reputation.

The Deputy Head is responsible for ensuring that educational excellence is not left to chance but is systematically developed through strong curriculum and pastoral leadership, evidence informed decision making, adherence to consistently high standards and professional conduct on the part of colleagues, staff development and attention to detail. Working through the Senior Leadership Team and other colleagues, the Deputy Head brings coherence, challenge and support across these areas to ensure that Bradford Grammar remains a leading independent school in our peer group.

As a senior representative of the School, the Deputy Head also plays an important role in building confidence amongst pupils, parents, colleagues, governors, alumni and the wider community, of schools helping to maintain the reputation and standing of Bradford Grammar School, locally and internationally.

Accountabilities and Responsibilities

Deputy to the Headmaster and Whole-School Leadership

To provide leadership, judgement and continuity at the highest level of the School.

The Deputy Head will:

- Act as the Headmaster's principal deputy and trusted adviser.
- Deputise for the Headmaster and exercise delegated authority as required.
- Contribute to the strategic direction and future development of the School.
- Lead significant whole-school initiatives and improvement priorities.
- Work closely with the Headmaster and Bursar supporting effective decision-making to ensure coherent operational management across the School.
- Be known and accessible to pupils, colleagues and parents through a regular and visible presence across the School.
- Set the standard, practice and tone for the management of the teaching staff and support fellow senior and middle managers to get the best from teachers at BGS, including through quality assurance measures.
- Lead on disciplinary processes for the teaching staff.
- Oversee the coordination of the School's annual calendar and major events.
- Provide calm and authoritative leadership in complex, sensitive or unexpected situations.

Representation, Ambassadorship and Community Engagement

To strengthen confidence in Bradford Grammar School through visible leadership and meaningful engagement with the School community and its stakeholders.

The Deputy Head will:

- Act as a visible and credible representative of the School.
- Deputise for the Headmaster at events, functions and engagements as appropriate.
- Build strong relationships with pupils, parents, colleagues, governors, alumni and external partners.
- Support the School's alumni and community engagement activities.
- Promote and uphold the values, high standards and reputation of Bradford Grammar School.
- Contribute to the School's profile and standing within the wider educational community.

Educational Quality and Pupil Experience

To ensure that educational excellence is systematically developed and sustained across the School.

The Deputy Head will:

- Provide leadership and oversight across academic, super- and co-curricular activities, through the line management of the Assistant Head – Curriculum.
- Line manage designated members of the Senior Leadership Team and promoted postholders, including the CPD Lead and ITT Lead.
- Foster high standards of teaching and professional practice through effective oversight of professional development and initial teacher training.
- Ensure that educational priorities are aligned and contribute to a coherent pupil experience.
- Oversee the effective use of evidence, involving performance data and support whole-school improvement plans.
- Promote high standards of academic achievement, personal development and pupil wellbeing.
- Monitor educational quality and address areas where provision or outcomes fall below expectation.

Pupil Conduct, Welfare and Safeguarding

To ensure that pupils are safe, supported and held to high standards.

The Deputy Head will:

- Provide leadership and oversight across all pastoral, safeguarding and child-protection activities, through the line management of the Assistant Head – Pastoral.
- Maintain oversight of pupil conduct, attendance and behaviour, acting as the School's Attendance Champion.
- Lead or support serious pupil disciplinary matters.
- Support the work of pastoral and safeguarding leaders.
- Exercise senior judgement in complex safeguarding and welfare matters.

- Ensure that safeguarding and pupil welfare remain central to leadership decisions.
- Maintain a visible presence in the daily life of the School.

Inspection, Evaluation and Educational Compliance

To provide assurance that the School can demonstrate the quality, effectiveness and compliance of its educational and pastoral provision.

The Deputy Head will:

- Assume overall responsibility for preparation for ISI inspections and other external reviews.
- Oversee the implementation of educational, pastoral and safeguarding policies.
- Oversee educational self-evaluation and quality assurance activity.
- Coordinate the contribution of senior leaders to inspection preparation.
- Ensure that the School can demonstrate compliance with relevant educational and regulatory standards.
- Support governors through reporting, analysis and professional advice.
- Maintain an informed understanding of developments in inspection, regulation and independent education.
- Use inspection findings and external scrutiny to inform continuous improvement.

Staff Standards, Conduct and Wellbeing

To maintain high standards of professional conduct and practice across the School.

The Deputy Head will:

- Set and model clear expectations of professional standards.
- Work in partnership with HR on employee relations matters.
- Lead or support staff disciplinary, capability and conduct matters, as delegated by the Headmaster.
- Promote staff wellbeing and identify issues requiring senior leadership intervention.
- Maintain oversight of staff attendance and absence management.
- Balance appropriate support for colleagues with clear accountability for standards and performance.

Data Protection

The School's Data Protection Policy is available on the all staff shared drive within the Bradford Grammar School policy section. All job roles within Bradford Grammar School are required to adhere to the School's Data Protection Policy at all times when handling personal data in the course of executing their role responsibilities. Failure to comply with the School's Data Protection Policy may be dealt with under the School's disciplinary procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

General

Undertaking such other duties as may be requested from time to time.

How to apply

All candidates should complete our application form, including a personal statement outlining how they meet the requirements for the role.

Closing date for completed applications is 15 November 2026.

Assessment interviews will be held 30 November 2026 / 1 December 2026

Final interviews will be held 7 December 2026

CVs cannot be accepted

As part of Safer Recruitment regulations please read the Recruitment and Selection Guidance and the School's Safeguarding Policy by clicking on the links below

[Recruitment and Selection Guidance](#)

[Employment of Ex-Offenders Guidance](#)

[Safeguarding Policy](#)

[Privacy Policy](#)

To provide false information is an offence and may result in your application being rejected or summary dismissal, if already appointed.

Selection for interview will be undertaken by a panel. Each panel member will assess which candidates most closely meet the necessary experience and skills criteria for the role. All members of the interview panel will hold a current Safer Recruitment Certificate.



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What we offer

Bradford Grammar School offers a professional working environment where autonomy is trusted, excellence is expected and service matters, alongside a competitive and carefully considered benefits package.

The salary for the Deputy Head position ranges from £89,910 with enrolment in the TPS to £102,407 with a 10% employer pension contribution if enrolled in the Aviva Defined Contribution Pension Scheme.

The school offers a **wellbeing and employee assistance programme**, including confidential counselling and access to legal, medical and financial advice. Staff also have access to a **pensions adviser**.

Additional benefits **include lunch provided on each term-time day**, use of **on-site facilities** including a swimming pool and gym, and **50% fee remission for children of full-time employees**.





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