

# DEPUTY HEAD (ACADEMIC AND INNOVATION)

CANDIDATE INFORMATION



**King's  
Worcester**

INDEPENDENT CO-ED DAY SCHOOL FOR AGES 2-18



# Welcome

## Thank you for your interest in the role of Deputy Head (Academic and Innovation) at the King's School Worcester.

The King's Foundation is made up of three schools: King's Senior School and two preparatory schools, King's St Alban's and King's Hawford. Together, they form a vibrant and nurturing educational community.

King's Senior School educates approximately 850 pupils aged 11-18 on our stunning city-centre campus. Sharing this site is King's St Alban's, a thriving prep school for around 150 pupils aged 2-11. Just north of the city, in the beautiful Worcestershire countryside, King's Hawford provides a dynamic learning environment for approximately 260 pupils aged 2-11. All three schools are united under a single governing body, ensuring a cohesive vision and shared values across the Foundation.

At the core of the King's Foundation is a steadfast commitment to delivering an outstanding education which is made possible by our exceptional staff. We are proud to foster a strong, supportive, and inclusive professional community built on trust, respect, and collaboration.

Our Schools are exciting and rewarding places to work, and we are delighted that you are considering joining us. Our professional family includes a wide range of teaching and support roles, each playing a vital part in the life of our Foundation. Central to our ethos is a friendly and welcoming atmosphere, underpinned by excellent relationships between staff and pupils who are encouraged to work hard, play hard, and look after each other.

Our search for the right candidate for this role is important to us, and we know it is important to you too. Please take the time to explore the details within this booklet. If this opportunity strikes a chord with you, we look forward to receiving your application, to meeting you in the weeks ahead, and - if successful - welcoming you to our community.

Thank you for your interest in King's Worcester. We hope this marks the beginning of a fulfilling and inspiring journey with us.

A handwritten signature in black ink that reads "Ben Charles". The signature is written in a cursive, flowing style.

Ben Charles  
Head of Foundation

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# Introduction to the role

The Deputy Head (Academic and Innovation) will report to the Head of Foundation in relation to strategic digital aspects of the role and to the Senior Deputy Head regarding academic responsibilities for the Senior School; they will take the lead for Senior School academic matters and provide cross-Foundation leadership for digital strategy and innovation for teaching and learning for all three schools. The successful candidate will be a key member of both the Foundation Leadership Team (FLT) and the Senior School Leadership Team (SLT). The role includes some teaching commitments as needed.

This is a significant leadership position, requiring a highly motivated, experienced, and dynamic individual with a deep commitment to the welfare and development of pupils in an independent day school setting.

The role is permanent, full-time, commencing September 2026 or January 2027.



## The Foundation Leadership Team at the King's School Worcester

The Foundation Leadership Team, led by the Head of Foundation, co-ordinates the running of the three schools, in addition to undertaking the Foundation's strategic and operational planning.

The FLT is made up of the Head of Foundation, Director of Finance and Business Development, Director of Operations, Head of King's Hawford Prep School, Head of King's St Alban's Prep School, and the Senior School's Senior Deputy Head, Deputy Head (Academic and Innovation) and Deputy Head Pastoral.

The FLT convenes weekly to concentrate on strategic priorities and to address operational matters. It is a cohesive team that places a strong emphasis on collaboration and mutual support, recognising the demands and responsibilities inherent in their roles. The group seeks to foster an environment for open dialogue, share accountability in decision-making, and work together with professionalism and understanding.

Each member of the team plays a vital role in shaping the Foundation's culture and ethos by exemplifying the values, behaviours, and standards that define our community.



# Job Description

**Line management responsibilities:** Senior School academic Heads of Department (in conjunction with the Senior Deputy Head), Teaching and Learning Leads, the Examinations Officer, iSAMS Manager and the Academic and Exams Assistant.

Given the seniority of the post, specific responsibilities will evolve over time in line with the School's academic needs and strategic priorities.

While the precise scope of the role will reflect the strengths of the successful candidate, it is expected to include the following key responsibilities:

## Role context and purpose

The Deputy Head (Academic and Innovation) is a senior Foundation leader with a dual remit.

### 1. Academic Leadership (Senior School):

Responsible for high-quality teaching, learning, assessment, curriculum coherence, academic outcomes and the leadership of academic departments.

### 2. Innovation and Digital Strategy for Teaching and Learning (Foundation-wide):

Provides strategic leadership for digital transformation, innovation, AI integration, and digital change management relating to teaching and learning across the Foundation. This

includes chairing the redesigned Digital Strategy structure, embedding the recent ICT review's recommendations, and ensuring all digital development directly supports teaching and learning effectiveness.

The post holder will act as the bridge between educational vision, classroom need and digital capability, ensuring that the Foundation's digital infrastructure, systems and pedagogical approaches are fit for purpose, future focused and fully aligned with the strategic plan.



## Core responsibilities

### 1. Academic Leadership (Senior School)

#### Curriculum and academic vision

- ◆ Provide clear academic leadership across Years 7 to 13.

- ◆ Ensure the curriculum is coherent, inclusive, ambitious and appropriately future focused.
- ◆ Lead academic strategy, ensuring alignment with the Foundation's mission and strategic goals.
- ◆ Set clear priorities for teaching and learning development.

#### Teaching and learning excellence

- ◆ Model excellent teaching practice.
- ◆ Lead a strong professional learning culture across the Senior School.
- ◆ Oversee learning walks, coaching, CPD programming and departmental reviews.
- ◆ Ensure evidence-informed pedagogy is embedded across all subjects.
- ◆ Promote appropriate and purposeful use of educational technologies.

#### Assessment and academic systems

- ◆ Ensure assessment, reporting and academic tracking systems support progress for all pupils.
- ◆ Work closely with the Examinations Officer; oversee public examinations, ensuring accuracy, compliance and effective preparation.

# Job Description

- ♦ Work with data administration colleagues to ensure high-quality analysis that informs intervention.
- ♦ Lead the annual academic options process and the creation of the Senior School timetable.

## Adaptive teaching and SEND

- ♦ Promote inclusive teaching that meets the needs of all learners.
- ♦ Work closely with the Head of Learning Skills and SENCO to ensure that classroom strategies are embedded.
- ♦ Oversee pupil progress meetings and academic interventions.
- ♦ Monitor the impact of interventions and ensure follow-through.

## People leadership

- ♦ Line manage academic Heads of Department, in conjunction with the Senior Deputy Head.
- ♦ Set clear expectations around curriculum development, teaching quality and academic outcomes.
- ♦ Support professional growth and manage the performance of academic leaders.

- ♦ Contribute to the recruitment and induction of teaching and academic staff.
- ♦ Work with the Senior Deputy Head on staff CPD structures and processes.

## Academic standards and quality assurance

- ♦ Lead the quality assurance of teaching and learning.
- ♦ Ensure academic enrichment and scholarly life thrive within the school.
- ♦ Support ISI inspection readiness for academic matters.



## 2. Innovation and Digital Strategy (Foundation-Wide)

### Strategic digital leadership

- ♦ Lead the Foundation's Digital Strategy for teaching and learning, and provide a clear vision for technology-enabled learning and operations.

- ♦ Ensure that the digital strategy for teaching and learning is aligned with the Foundation's identity, mission and strategic plan, addressing all links between vision and ICT provision.
- ♦ Chair the redesigned Foundation Digital Strategy Group.
- ♦ Develop an annual and long-term digital roadmap across all three schools.

### Innovation in teaching, learning and curriculum

- ♦ Lead academic innovation across the Foundation, including AI literacy and digital competencies.
- ♦ Develop future-focused curriculum initiatives, particularly relating to STEAM, digital skills and emerging technologies.
- ♦ Build and lead a network of "super users" to champion digital pedagogy.
- ♦ Ensure digital approaches contribute meaningfully to the pupil experience and enhance staff capability.

### Change management and digital transformation

- ♦ Work closely with the Director of Operations to ensure the provision of outstanding and innovative teaching and learning digital systems.

# Job Description

- ◆ Introduce robust, industry-standard change management processes across all major teaching and learning technology projects.
- ◆ Oversee digital platform decisions and transitions, including the rationalisation of learning platforms (e.g. Firefly to Teams).
- ◆ Ensure staff consultation, training and testing precede major digital transitions.

## Foundation-wide collaboration

- ◆ Ensure that the digital strategy meets the needs of the Senior School and both Prep Schools, respecting their identities while increasing alignment.
- ◆ Oversee decisions on device strategy, including iPad succession and BYOD considerations.
- ◆ Promote consistent, reliable teaching and learning digital experiences for pupils, staff and parents at every site.

## Training and competence development

- ◆ Oversee the digital CPD across the Foundation.
- ◆ Ensure that academic staff across the Foundation have access to high-quality training on digital teaching and learning tools, systems and pedagogical approaches.

## 3. Leadership and Communication

- ◆ Act as a visible, approachable Foundation-wide leader.
- ◆ Communicate clearly about academic priorities and digital developments.
- ◆ Build strong relationships with staff, pupils, parents and governors.
- ◆ Lead communication to establish trust in digital systems, and enhance the skills of the academic staff body.
- ◆ Represent the Foundation's academic and digital ambitions to prospective families and partners.
- ◆ Contribute to governance reporting and strategic planning.

## 4. Safeguarding, Compliance and EDI

- ◆ Uphold high standards of safeguarding in academic and digital processes, actively promoting the welfare of all pupils.
- ◆ Ensure that teaching and learning digital systems comply with data protection, security and regulatory requirements.
- ◆ Promote equality, diversity and inclusion in curriculum, pedagogy and digital provision.

## 5. Additional Expectations

- ◆ Teach a reduced timetable in the post holder's subject.
- ◆ Contribute to the wider life of the school.
- ◆ Lead or participate in Foundation-wide projects as required.
- ◆ Undertake any reasonable requests made by the Head of Foundation and Senior School Senior Deputy Head.



# Person Specification

It is expected that the Deputy Head (Academic and Innovation) will demonstrate a range of qualities, skills and experience, as outlined below:

QUALIFICATIONS AND TRAINING	Essential	Desirable
DfE recognised Qualified Teacher Status	✓	
Appropriate degree	✓	
Evidence of recent and relevant professional development	✓	
Postgraduate or educational leadership qualifications		✓
EXPERIENCE	Essential	Desirable
Outstanding classroom practitioner with strong academic leadership experience	✓	
Successful leadership of whole-school teaching and learning initiatives	✓	
Demonstrable impact on curriculum, assessment and teaching quality	✓	
Experience of digital strategy, academic innovation or technology-enhanced learning	✓	
Experience leading change management or digital projects		✓
Experience working across multiple schools or phases		✓
Experience in working alongside Governors, underpinned by familiarity with governance policies and practices		✓
KNOWLEDGE	Essential	Desirable
Evidence-informed pedagogy and curriculum design	✓	
Digital learning, AI in education, and emerging technologies	✓	
Academic assessment systems and public examinations	✓	
Best practice in ICT strategy, project management, data security and compliance	✓	
SKILLS	Essential	Desirable
Strong instructional and strategic leadership	✓	
Ability to drive innovation and manage complex change	✓	
Clear, confident communication with all stakeholders	✓	
Strong data and digital literacy	✓	
Excellent relationship-building and team leadership skills with the ability to lead and inspire	✓	
Ability to manage large-scale projects with precision and foresight	✓	

Teach to the highest standard, using innovative and interactive methods	✓	
Ability to promote positive attitudes both inside and outside the classroom, encouraging respect, tolerance, co-operation, courtesy and self-control at all times	✓	
Exceptional administrative, organisational and operational skills	✓	
An understanding of, and appreciation for, effective budget management	✓	
ATTRIBUTES	Essential	Desirable
Strategic thinker with creativity and vision	✓	
Calm, resilient and able to lead through complexity	✓	
Collegial, approachable and supportive of staff wellbeing	✓	
Professional integrity and sound judgement	✓	
Commitment to continuous improvement and a growth mindset for both self and colleagues, encouraging and enabling a high performance team and maintaining high expectations	✓	
VALUES	Essential	Desirable
Strong alignment with the Foundation's ethos and values	✓	
Commitment to safeguarding, inclusion and academic excellence	✓	
Enthusiasm for innovation that improves teaching, learning and digital experience	✓	
OTHER FACTORS	Essential	Desirable
A deep understanding of the independent day-school context	✓	
Well-informed on the latest national educational trends and initiatives	✓	
Demonstrate enthusiasm for and enjoyment of teaching	✓	
Good emotional intelligence and a sense of humour	✓	
Commitment to equity, diversity and inclusion	✓	
A thorough understanding of a teacher's role in safeguarding young people	✓	
A commitment to the wider life of an independent school, including evening and weekend responsibilities as required	✓	

# Safeguarding Responsibilities at King's Worcester

The King's Foundation is committed to safeguarding and meeting the needs of all children.

## What is safeguarding?

Safeguarding and promoting the welfare of children is defined as:

- ♦ Protecting children from maltreatment.
- ♦ Preventing impairment of children's health or development.
- ♦ Ensuring children grow up in circumstances consistent with the provision of safe and effective care.
- ♦ Taking action to ensure all children have the best outcomes.

(Definition from *Keeping Children Safe in Education 2025*)

## Our commitment to safeguarding

The King's School, Worcester ensures that safeguarding is given the highest priority and actively promotes the well-being of pupils. Safeguarding and child protection are at the forefront of, and underpin all relevant aspects of, process and policy development.

The Foundation's safeguarding culture supports good practice and enables issues to be addressed promptly and appropriately in the best interests of the children.

## Safeguarding culture at King's

As we strive to maintain an open culture of safeguarding across the King's Foundation, we:

- ♦ Train our staff in safeguarding
- ♦ Work in partnership with King's families
- ♦ Liaise with external support agencies
- ♦ Follow the four Rs: Recognise, Record, Report, Refer
- ♦ Prioritise early intervention
- ♦ Listen to pupils
- ♦ Encourage professional curiosity
- ♦ Create a team around the child.

## Responsibilities of the successful candidate

Staff are advised to maintain an attitude of "it could be happening here and probably is" as far as safeguarding is concerned and should always act in the best interest of the child.

All staff must:

- ♦ Actively promote and safeguard the welfare of all pupils
- ♦ Have proper regard for the Foundation's Safeguarding Policy and related procedures
- ♦ Report any concerns in a timely manner
- ♦ Attend annual safeguarding training.



# Application Process

In order to provide our pupils with a well-rounded and enriched educational experience which is truly representative of the world in which they grow up, the King's Foundation strives to place equity, diversity and inclusion at the heart of everything we do, ensuring that we build a community which is truly representative of all backgrounds and experiences. We believe that we will do that best if our employees come from different backgrounds and if we create an environment of inclusion and belonging for them.

All applications will be acknowledged and all applicants will be notified as to whether or not they have been invited to an interview.

Successful applicants will be advised of the date and time of the interview. References will be requested and candidates should be aware that referees will be asked to comment on a candidate's disciplinary record and whether or not the candidate has been subject to any child protection concerns. Proof of identity will be required at interview.

Candidates unsuccessful at interview will receive written notification.

The School is required to ensure that the successful candidate is checked by the Disclosure and Barring Service. Details of the School's policies on safeguarding and promoting the welfare of children as well as equal opportunities are available on request. References will be obtained and verified prior to the appointment being confirmed.

The King's Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. Shortlisted applicants will be required to complete a self-declaration form in relation to any criminal record or information that may make you unsuitable to work with children, and will be subject to an online search.

First stage interviews are currently scheduled to take place during the week commencing 11th May 2026

Final stage candidates will be invited to interviews taking place during the week commencing 18th May 2026

## How to apply

Candidates should complete a downloadable application form which can be found on the Current Vacancies page of our website at [www.ksw.org.uk/careers](http://www.ksw.org.uk/careers) and should then be emailed to [recruitment@ksw.org.uk](mailto:recruitment@ksw.org.uk) along with a covering letter, addressed to Ben Charles, Head of Foundation, outlining your suitability for the role.

Please submit any queries regarding the role to the HR team at [recruitment@ksw.org.uk](mailto:recruitment@ksw.org.uk)

**Application deadline: 9am Wednesday 6th May 2026**

**We reserve the right to interview suitable candidates and appoint to the role before the closing date, therefore early applications are encouraged.**

Please visit the vacancies page of the School website [www.ksw.org.uk/careers](http://www.ksw.org.uk/careers) to find out more about the benefits of working at King's and to hear why our staff love being a member of the Foundation community.

