



THE PERSE
SCHOOL
CAMBRIDGE



ASSISTANT HEAD
Community and Inclusion

Start September 2026 or January 2027

CANDIDATE PACK



The Perse School, founded in 1615, is one of the country's leading co-educational independent day schools and a charitable company educating around 1,750 children aged 3-18.

The school provides an exceptional education which is both traditional and innovative, ambitious and caring, understanding and structured, industrious and fun. Located in Cambridge, it comprises three schools, the Pelican (3-7), the Prep (7-11) and the Upper (11-18), with a franchise in Singapore, opened in 2025.

The school is in the UK top 30 of *The Times* Independent Schools Exam Results league table for A level, with over 30 students regularly receiving Oxbridge offers. The school is consistently oversubscribed and in strong financial health with an annual turnover of around £40 million.

In addition to the day-to-day curricular and extra-curricular activities of the schools, The Perse provides public benefit to local and international communities, working with over 20 local state schools and Christel House Schools overseas to raise educational attainment.

Key facts and figures:

- **Independent School of the Year** for academic performance East Anglia 2024, 2025 and 2026.
- **Independent School of the Year** East Anglia 2026.
- A beautiful **27-acre site**, featuring state-of-the-art science labs, the Peter Hall Performing Arts Centre, extensive sports fields and the brand new Perse Sports Centre with 25m swimming pool, sports hall and climbing and bouldering walls.
- Excellent pastoral care ensuring that children feel safe and secure in their surroundings.
- Ranked as one of the **top 30** schools for A level results by *The Times* Independent School Exam Results league Tables.
- Ranked in the **top five** independent schools nationally for Oxbridge offers.



The Perse has developed a nationally recognised, embedded culture of inclusion, belonging and pupil leadership which promotes outstanding personal skills development, and has been identified as a significant strength in the most recent ISI inspection. This culture reflects a sustained and strategic commitment to valuing one another, empowering pupils, and fostering a community in which all can flourish.

This restructured role represents an exciting next phase in that journey.

The Assistant Head (Community & Inclusion) will play a key role in sustaining and evolving this established strength, while also diversifying and extending the work to incorporate emerging priorities, particularly in skills-based learning and public benefit. The role sits at the heart of a restructured Community & Enrichment leadership model, working closely with the Deputy Head (Community & Enrichment), the Assistant Head (Extra-Curricular & Partnerships) and other senior leaders to ensure coherence across the 3–18 school.

This is a role with significant breadth, scope and agency. The successful candidate will have the opportunity to:

- Shape and grow new strands of work, particularly at the intersection of community, inclusion, skills-based learning and public benefit;
- Work across all phases of the school (3–18), influencing both strategic direction and day-to-day practice;
- Contribute to a values-driven, outward-facing model of education, where the school's work meaningfully engages with and contributes to the wider community;
- Lead and further develop well-established, high-impact programmes, including pupil culture, leadership and inclusion initiatives.

The role requires a leader who is both values-driven and operationally effective - someone who can build on strong foundations, work collaboratively across teams, and translate vision into impactful and sustainable practice.

In line with the school's ethos, the Assistant Head (Community & Inclusion) will help ensure that:

- Community and inclusion remain central to the pupil experience;
- Pupils are empowered as leaders, role models and active contributors to school and society;
- Pupils develop the skills and capacities for their futures;
- The school's work in this area continues to evolve in response to wider societal need, including safeguarding, equality, skills-based learning and public benefit;
- Opportunities for pupils are meaningful, authentic, inclusive and developmental - providing an outstanding educational experience;
- A culture of integrity and care remains at the heart of our relationships and community.



Job Purpose and Key Responsibilities

To support strategic leadership across Community & Inclusion (3–18), assisting in sustaining and evolving the school's strong and recognised culture of belonging, and contributing to a coherent and impactful approach to community, inclusion, public benefit and skills-based learning. This is to ensure that all pupils flourish through a rich, value-driven educational experience, and that the school engages meaningfully with the wider community in a way that reflects its values and purpose.

The exact scope of the role can be discussed in recognition of skills and experience.

Strategic Leadership & Coherence

- Support and lead strategic development across 3–18 community, culture, inclusion and belonging, public benefit and skills-based learning;
- Work collaboratively with the Deputy Head (Community & Enrichment), other Deputy Heads and Assistant Heads to ensure coherence and alignment across pastoral, co-curricular and academic (where appropriate) provision;
- Assist in developing and embedding a coherent 3 –18 framework for skills-based learning, pupil leadership and community engagement;
- Remain informed by developments in culture & inclusion, public benefit and skills-based learning, supporting their translation into school practice.

Public Benefit & Partnerships

- Support the development and implementation of existing and new public benefit strategy associated with community and inclusion-based issues; contribute to partnerships and community engagement aligned with school values;
- Support public benefit programmes including partnerships with primary schools and other community engagement, working with the Deputy Head (Community & Enrichment), Assistant Head (Extracurricular & Enrichment), Development Department and Director of External Engagement;
- Support and lead on development of partnerships with appropriate organisations and community groups;
- Support and develop provision for pupils in receipt of bursaries with the Deputy Head (Community & Enrichment) and the Assistant Head (Extracurricular & Enrichment) and other appropriate staff.

Culture, Belonging, Leadership & Pupil Voice

- To support the continued development of the school's inclusive and values-led culture, to ensure a coherent and aligned approach across all sections of the school, including pupil leadership, student voice and key culture, partnership and safeguarding priorities (depending on experience);
- Lead across the 3-18 school to develop Community & Inclusion practice, including the support of IE&D leads at the Prep and Pelican Schools;
- With the Lead - Pastoral Culture & Leadership Programme, oversee, lead and sustain the delivery and development of this workstream with a view to scaling the model across the Upper School;
- Oversee the development and supervision of IE&D, ABA and Peer Mentor Coordinators;
- Sustain and develop workstreams related to Perse Culture, assemblies, mentoring, staff training and 3-18 IE&D;



Job Purpose and Key Responsibilities

Culture, Belonging, Leadership & Pupil Voice (cont.)

- Oversee and support the Pupil Voice Coordinator in their work with the Student Council;
- Support the management of pupil prejudice-related incidents and identify culture trends, assisting the Assistant Head (Pupils), Section Heads and Heads of Year (who will manage day-to-day incidents) and ensuring consistency of approach across sections and phases;
- Lead, support and develop prosocial pastoral responses related to Perse Culture working with the Perse Culture & Leadership Team, Section Heads and Heads of Year;
- Oversee appropriate policy development;
- Depending on experience / skills, work with Deputy Head (Community & Enrichment) to support and develop workstreams related to safeguarding (sexual misconduct). Work in collaboration with the Sexual Misconduct Liaison Coordinator, the safeguarding team, Section Heads and Heads of Year;
- Support SMSC embedding as part of a wider team and with overall responsibility remaining with Deputy Head (Pupils);
- Support and deliver staff training in community and culture-based issues where appropriate.

Skills-Based Learning

- Support the development of a coherent approach to skills-based learning across the school which will help shape the future of Perse education and pupil progression and which is relevant in all areas of school development and learning;
- Support and lead on development of skills-based learning frameworks in collaboration with Deputy Head (Community & Enrichment), Assistant Head (Extracurricular & Enrichment) and other appropriate staff;
- Support the alignment across extracurricular, enrichment, curriculum and leadership;
- Support tracking and recognition of skills;
- Support staff development relating to skills-based learning.

Leadership & Line Management

- Line-manage and develop Perse Culture & Leadership Coordinators, Pupil Voice Coordinator, 3-18 leads at the Prep & Pelican;
- Supervise, support, coach and develop colleagues managing prejudice related issues (depending on experience) and wider pastoral / leadership teams.

Collaboration & Senior Leadership

- Model professional integrity, collegiality and care by working as part of a collaborative team that discusses matters openly and honestly;
- Work closely with the Deputy Head (Community & Extracurricular), Assistant Head (Extracurricular & Enrichment), Assistant Head (Pupils), Safeguarding Team and other appropriate staff.

Safeguarding

- Support the alignment of Community & Inclusion work with safeguarding requirements;
- Work with the DSL team.



Person Specifications

Qualifications and Experience

- University degree and teaching qualification/experience.
- A thorough understanding of public benefit, IE&D, transferable skills and extra-curricular provision and how they can be developed.
- Excellent alignment with the vision, values, ethos and approach of The Perse School.
- A strong sense of vocation, a capacity for hard work and a willingness to lead by example.
- Outstanding interpersonal skills including the ability to listen well, communicate clearly, and motivate others to be their best.
- An inspiring leader who combines clarity of thought and vision, with empathy, fairness, and care.
- An excellent intellect that sees both the big picture and the small detail with the ability to prioritise and successfully manage multiple workstreams simultaneously.
- Being calm and clear at all times, and especially when under pressure.
- A creative thinker with a track record of delivery.

Personal competencies and qualities

- Excellent communication and interpersonal skills, with the ability to build positive relationships with pupils, colleagues, and parents, and to contribute constructively to a collaborative learning community.
- Demonstrates exemplary professional conduct and the ability to model and promote the school's core values: intellectual curiosity and scholarship, endeavour, breadth and balance, and valuing one another and the environment.
- Emotional resilience, adaptability and the capacity to learn from challenging situations, with a reflective approach to supporting pupil wellbeing and personal professional development.
- Willingness and flexibility to contribute fully to school life as a 3D teacher, including involvement in co-curricular activities and the games programme as appropriate.
- Demonstrates the ability to work collaboratively and supportively as part of a team; committed to the collective success of the department and wider school rather than individual recognition.
- Strong administrative and organisational skills, with the ability to manage commitments, meet deadlines, and maintain high standards in planning and delivery.
- A commitment to fostering an inclusive environment, respecting and valuing the diverse experiences, perspectives and backgrounds that enrich the School community.



Safeguarding

All staff must understand their responsibilities to safeguard and promote the welfare of children and young people. This will include:

- Promoting and safeguarding the welfare of children and young people at all times, in line with the school's Safeguarding Policy, the Code of Conduct and the statutory guidance Keeping Children Safe in Education (KCSIE).
- Reporting any safeguarding concerns to the Designated Safeguarding Lead (DSL), or a Deputy DSL (DDSL), in line with school procedures.
- Undergoing required safeguarding training and remaining up to date with safeguarding policy updates in line with the timescales required.
- Exercising professional judgement when handling and sharing information and content, ensuring that no material compromises the safety, dignity or privacy of children or young people.

Review

The job specification will be reviewed biennially as part of the professional development cycle. Any changes may only be made by agreement with the Principal.





Terms and Conditions

Perse Assistant Heads are expected to teach around a third to a half of a full teacher timetable. Assistant Head salaries are competitive and commensurate with their roles and responsibilities; they are set annually by the Governors' Senior Staff Salaries Committee.

Teaching Staff Salary Scale and Employment Benefits

The Perse School's salary year normally runs from 1st September to 31st August. The Perse Salary Scale is set significantly above the maintained sector to recognise the high levels of commitment required of all staff and the contribution they make to school life. Teachers at The Perse School are required to be involved in the pastoral life of the school, for example as a form tutor and contribute to the extra-curricular programme, alongside their academic teaching. These elements of a teacher's role are fundamental to working at the school and are embedded in our core values.

Membership of the **Aviva Pension Trust for Independent Schools (APTIS)** is offered to those members of staff on a teaching contract. New teachers joining the school from September 2024 will be auto-enrolled into APTIS. APTIS is a Defined Contribution (DC) scheme.

Contributions are paid into the scheme by both the school and the employee and are invested by the provider (Aviva) on your behalf. The benefits at retirement are based on the amount accumulated within the plan by the time you choose to receive your pension benefits and this, in turn, is determined by the amount of contributions paid in and the investment returns achieved.

The school will contribute up to a maximum of 23.68% of your pensionable salary into the APTIS pension scheme and a Death In Service scheme (life assurance policy, that would pay out a lump sum of three times your salary if you die whilst you are employed by the school).

Teachers can opt to change their employer contribution rate into APTIS, subject to a minimum of 13.75%, with the difference taken as a 'non-pensionable income supplement' **(which equates to additional salary)**.



Benefits

- Teachers undertaking research which will benefit the school may apply for a non-pensionable research award valued at £730.
- Excellent professional development opportunities and access to funding for PGCE, Masters level and Leadership qualifications.
- Ability to get involved with a range of extra-curricular activities and exciting trips including outdoor pursuits.
- School tuition fee remission of 50% for children to the Prep or Upper school (subject to passing admission test requirements). Fee remission does not apply to additional activities such as early/ late stay, summer schools, trips etc.
- Free lunch in the dining room during term-time and tea and coffee in the staff room.
- Free access to sports facilities including a gym and swimming pool during defined periods.
- Opportunity to join in with social activities organised by the School's Social Committee.
- Generous sick leave and parental leave pay above the statutory requirements.
- Assistance with relocation costs in accordance with HMRC rules as specified in the school's Relocation Policy.
- Parking on site and Cycle to Work scheme also available.



Please click on [How to Apply](#) which links to the vacancies section of the website to register/sign-in and submit your application. Any queries regarding the application process should be directed to the HR Co-ordinator at recruitment@perse.co.uk

Interviews

The closing date for applications is **Tuesday 12th May at 9.00am**. Interviews will be scheduled for **Wednesday 20th May**. The interview will include planning and teaching a lesson and candidates will be given information in advance to help prepare.

Safer Recruitment

The Perse School recognises that an important element in safeguarding our pupils is a robust recruitment process that incorporates measures to deter, reject or identify people who might abuse children, or who are otherwise unsuited to work with them. We are committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post including: references from previous employers, a Disclosure and Barring Service check at the enhanced level, as well as eligibility to work in the UK (in compliance with UK immigration regulations). All work carried out at the school on a regular basis amounts to regulated activity. This role is also exempt from the Rehabilitation of Offenders Act 1974.

Safeguarding and promoting the welfare of children is everyone's responsibility. The school is committed to acting in the best interests of the child so as to safeguard and promote the welfare of children and young people. The school requires everyone who comes into contact with children and their families to share this commitment. Interviews will be conducted in person, and they will explore candidates' suitability to work with children.

Recruitment Policy

The school's Recruitment, Selection and Disclosure Policy and Procedure is available for your information on the school website. The Perse School actively supports equality, diversity and inclusion and encourages applications from all sections of society.



Helpful Links



[The Perse Upper
interactive prospectus](#)



[The Perse Sixth Form
interactive prospectus](#)



[The Perse Virtual Tour](#)



[The Perse school
vision and values](#)



[Teacher research](#)



[Working at
The Perse School](#)

The Perse School Cambridge

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