



## **Upper School Boarding Housemaster/Housemistress – Watson’s Allowance 4**

We are seeking a dedicated and experienced individual to join our team as a School Housemaster/Housemistress in this upper boarding house. In this role, you will play a vital role in nurturing our students, providing guidance, and fostering a positive and inclusive living environment within our school community.

### **About Us**

Clifton College is a leading independent day and boarding school educating over 1,200 pupils aged 3 to 18. Founded in 1862, the College provides an all-round education, a rich heritage with modern state-of-the-art facilities. Located in the beautiful suburb of Clifton, we lead the way as one of the best independent schools in the country.

### **What you’ll be doing**

You will be there in the absence of parental supervision to ensure that pupils receive the individual care, guidance, support and encouragement, academic monitoring and discipline needed in order to thrive. Furthermore, a key aim of the post is to actively promote the safety and well-being of all pupils in the House. Responsibilities include:

- Communicate any Safeguarding issues to the DSL and keep clear and accurate safeguarding records.
- Manage, support and train house staff to create a supportive and safe environment for pupils.
- Support all pupils to ensure they experience all the College has to offer.
- Actively support the School’s behaviour and Rewards and Sanctions policy to ensure consistency of sanctions as far as possible between Houses.
- Manage the House budget and day to day running of the house.
- Monitor the academic performance of pupils and share information with pupils and parents.
- Conduct an annual audit of the House in relation to the NMS and a House Development Plan and Risk assessment.
- Be responsible for all House activities that take place away from the House ensuring adequate risk assessments have been done in line with the EVC Policy.
- Manage the house in the evenings, overnight and over the weekend.



## **Required Qualifications**

### **Required:**

- A university degree and the ability to teach an academic subject

### **Desirable:**

- Some mental health and/or counselling training is preferable

First aid, fire marshalling and food hygiene training will be provided in post.

## **Required Traits, Knowledge and Skills**

### **Essential:**

- Calm and friendly disposition.
- Excellent communication skills with the ability to build relationships with pupils, parents, colleagues and the wider College community.
- Fair and consistent approach.
- Good sense of humour.
- Previous experience of working in a boarding house.
- Knowledge and experience of the pastoral needs of children and young people.
- Excellent interpersonal skills.
- Ability to lead a busy boarding house.
- Able to prioritise and manage a busy work load with competing deadlines.
- Flexible and able to act using initiative.

### **Desirable:**

- People management experience

## **How we Recruit and our commitment to Safeguarding**

Clifton College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. That's why we apply robust selection principles to our recruitment, in line with Keeping Children Safe in Education (KCSIE).





If you're invited to interview, you'll be asked to complete an application form (but it's OK if you want to send us your CV too). Although not all the roles at Clifton College are pupil-facing, we treat all roles as regulated activity. This means we can be safe in the knowledge that we have applied the most stringent recruitment checks to safeguard our pupils.

Due to the nature of the role, you will need to complete an enhanced criminal record disclosure (DBS check) and undergo our pre-employment screening. As a regulated sector we are required to ask for references prior to interview. By applying for this role you are consenting for us to contact your referees. This role is exempt from the Rehabilitation of Offenders Act 1974 therefore you will be asked to disclose all previous convictions not exempt under amendments to the Exceptions Order 1975, 2013 and 2020.

If you join us, we will provide regular training on Safeguarding, Equality & Diversity and Health & Safety legislation to ensure that you maintain an up-to-date knowledge of these areas.

### **Equal Opportunities**

Applications are welcome from all suitably qualified candidates regardless of ethnicity, gender, age or disability. We particularly encourage applications from under-represented groups. Clifton College is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

### **How to apply**

Please complete the internal application form and return to [recruitment@cliftoncollege.com](mailto:recruitment@cliftoncollege.com) by the closing date.

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