



CHAIR OF GOVERNORS
CANDIDATE INFORMATION PACK
AUGUST 2024

WELCOME FROM THE INTERIM CHAIR OF GOVERNORS



Nestled in the heart of Kent and yet within easy reach of London, Dulwich Cranbrook offers an all-encompassing day and flexible boarding experience to over 400 boys and girls between the ages of 2 and 16, all within 50 acres of stunning grounds. The School, together with Dulwich Prep London, is a subsidiary of Dulwich Preparatory Schools Trust.

The School was one of the first preparatory schools to move to co-education in the 1970s and its tradition of innovation has endured ever since. Following the recent opening of the Senior School, the expansion up to GCSE is an exciting next stage in the School's development. Sophie Bradshaw was appointed as Head of School from September 2023 and a new Director of Finance and Operations is joining this August.

Dulwich Cranbrook is proud to offer a full spectrum of academic and co-curricular opportunities to its pupils, ensuring that excellence in the classroom is complemented by a fulfilling and varied programme outside it. We champion an individualised approach

to learning – inspiring and supporting each and every child to fulfil their potential, and equipping them with the skills and confidence they need to navigate their own unique educational pathway. This educational philosophy is at the core of our offer, from Early Years right through to GCSE.

Beyond the classroom, our vast and varied co-curricular programme gives every pupil the opportunity to discover their passions, find their strengths and personalise their week. It is a vital component of Dulwich life, in order to equip children with the skillset, confidence and drive to forge a future-ready path for themselves.

The School is now looking to appoint a new Chair of Governors to deliver strong strategic leadership and, together with the new Senior Leadership Team, to deliver the School's strategic plan.

Tom Durie
Interim Chair of Governors



AIMS AND VALUES

The aim of Dulwich Cranbrook is to inspire and develop confident, capable, and compassionate young people – the changemakers of the future.

At Dulwich Cranbrook we are:

Forward Thinking

Like our pioneering founders, we challenge the norm with original ideas, forward thinking and a fresh approach.

Caring

We're nurturing, inclusive, kind and supportive – we ensure that we understand the unique needs and wellbeing of each and every family.

Encouraging

We encourage our children to explore and enjoy a wide variety of incredible experiences and opportunities.

Inspiring

Enquiring minds and creative imaginations are developed alongside the pride and power of teamwork, to build confidence and character.

Empowering

Whichever path they choose, we offer a wonderfully well-rounded education to ensure that each child has the skills and confidence to navigate their own educational journey.



OUR CHAIR OF GOVERNORS ROLE

As the School continues to develop, Dulwich Cranbrook is looking to appoint a Chair of Governors to provide strategic leadership to the Governing Body of the School, at what is likely to be a challenging time for independent schools.

The Chair must ensure the governors work as an effective team to provide the best possible support to the School and oversee the delivery of the agreed strategy of the School. The following description is not exhaustive.

Strategic Responsibilities: Alongside the Head and Senior Leadership Team, the governors are responsible for setting the overall direction and values of the School and for overseeing and approving the strategic plans and relevant policies. The Chair and the Board must monitor the School's performance, in terms of its financial management, business management, operational systems and controls, risk management, regulatory compliance and educational outcomes.

Governance Responsibilities: the Chair ensures that the School has an appropriate governance structure and the Governing Body and Senior leadership's performance are reviewed regularly. This includes considering committee structure and effectiveness, succession planning, performance reviews, training and best practices.

Conduct of the Governing Body: the Chair ensures that all meetings are chaired effectively, encouraging debate and challenge, ensuring different perspectives and dissenting voices are taken into

account, guiding the team to reach consensus and clear decisions in the best interests of the School.

Relationship with the Head of School: the Chair is required to develop an effective working relationship with the Head. To be available to the Head, make time to listen to concerns and provide constructive advice. Ensure that rigorous targets are set for the Head linked to the School's strategic objectives and oversee the Head's performance appraisal, ensuring that processes are followed and appropriate continuing professional development is provided.

Representing the School: the Chair will be a Trustee of the Dulwich Preparatory Schools Trust and be called upon to represent the School to our wider stakeholder group, whether the local community, or our pupils and their parents and guardians.



PERSON SPECIFICATION

We encourage candidates to apply from any sector, strong candidates will most likely have previous non-executive or executive board level experience. They must be highly supportive of Dulwich Cranbrook's Aims and Values and able to contribute to the governance of the School in order to help secure a successful future.

The ideal candidate will demonstrate the following skills and abilities:

Experience and knowledge

- A strong and active interest in education
- Comfortable with, and supportive of, independent education
- An understanding of the regulatory and legal compliance requirements of School governance
- Experience at full board level, or equivalent
- Experience of managing relationships between stakeholders
- Strong appreciation of what good governance looks like
- Ability to chair effective meetings
- Strong leadership skills and ability to contribute to financial and strategic planning
- Experience of inspiring, motivating and leading a team

Personal attributes

- A commitment to and understanding of the ethos of Dulwich Cranbrook and a willingness to promote it within the community
- Strong written and oral communication and presentation skills
- Diplomacy and negotiation skills

- Strong analytical and problem solving skills
- Not afraid to challenge and question in a constructive way
- Good organisational skills
- Honesty, integrity and an ability to make reasoned decisions
- Ability to process information quickly and understand relevant data
- A commitment to safeguarding, health, safety and wellbeing of children
- Promoting equality and diversity
- Improving quality and raise standards
- Make the time commitment required of the Chair to effectively carry out the role

Terms of Appointment

- The role is unremunerated. Reasonable, pre-agreed travel expenses will be reimbursed.
- There is one in-person Board meeting per term held at 5pm mid-week at School.
- Governors are expected to make themselves available to attend key school events and advise on ad hoc matters when they arise.
- Governors are appointed for an initial two 4-year terms, with the option of extending to 10 years.



HOW TO APPLY

We welcome applications from the widest possible diversity of backgrounds and appointments are made on merit following a fair and transparent process.

If you would like to apply, please send your CV with a covering letter explaining why you believe you are suitable for the role by 15th September 2024 to recruitment@dulwichcranbrook.org.

Applications will be reviewed by the end of September and you will be notified of the outcome of these discussions. Shortlisted candidates will then be invited for interview (we plan to hold the first stage interviews online and the final stage on site at the School)

If you would like a confidential, informal conversation about the role, please contact Tom Durie at TDurie09@dulwichcranbrook.org.

Dulwich Cranbrook is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo enhanced child protection screening appropriate to the position, including checks with the Disclosure and Barring Service and previous employers. As part of your role, you will be required to adhere to all School Policies, to include but not be limited to Safeguarding and Child Protection, Code of Conduct and Health & Safety. Dulwich Cranbrook is an Equal Opportunities Employer and appointments will be made without regard to gender, age or ethnic origin.

