



FOUNDING HEAD ARDINGLY BRITISH SCHOOL CASABLANCA



ARDINGLY BRITISH SCHOOL CASABLANCA

Dear Applicant,

Thank you for your interest in the position of Founding Head of Ardingly British School Casablanca.

Education Development Company (EDC) is Morocco's largest education group, educating more than 17,000 students across over thirty schools. Our network includes French, Moroccan bilingual and trilingual, and American curriculum schools, as well as our own language centre and teacher training college. Across this diverse portfolio, our focus is clear: securing the highest possible academic standards, strong outcomes for students and a culture in which excellence is expected at every level.

We are now bringing that experience to an exciting new partnership with Ardingly College, one of the United Kingdom's leading co-educational independent schools. Since its foundation in 1858, Ardingly College has built an outstanding reputation for academic excellence through the GCSE, A Level and International Baccalaureate programmes, while also ensuring that students benefit from a rich and ambitious wider education. Its growing international family already includes schools in Kazakhstan and Vietnam. Ardingly British School Casablanca will be the third school in that international family, the first to bring the Ardingly name and ethos to Morocco, and the first British international school within EDC's portfolio.

Our ambition is to establish one of the leading British international schools in the region: a school known first and foremost for the quality of its teaching, the ambition of its curriculum and the strength of its academic outcomes. It will combine Ardingly's heritage, values and educational philosophy with EDC's local expertise, resources and commitment to continuous improvement.

Academic excellence will sit at the heart of the school. We want every student to be challenged, supported and inspired to achieve at the highest possible level, while also developing the confidence, character and intellectual curiosity required to thrive at leading universities and in an increasingly international world. This is a genuine founding opportunity. Located on a premium site within Casablanca Finance City, one of North Africa's most dynamic and aspirational districts, the school will open a significant new chapter for both EDC and Ardingly College.

The Founding Head will have the rare opportunity to shape the school from the outset: establishing an ambitious academic culture, defining its standards and expectations, recruiting and developing an exceptional team, and creating an educational experience that reflects the very best of British education. They will work closely with colleagues at Ardingly College in the United Kingdom and benefit from the full support, experience and infrastructure of EDC in Morocco.

We are seeking a dynamic, credible and visionary leader with an uncompromising commitment to academic excellence. The successful candidate will have a strong record of school leadership and improvement, a deep understanding of curriculum, pedagogy and assessment, and the ability to translate high expectations into consistently strong outcomes for students.

They will also act as the custodian of the Ardingly ethos in Morocco, building a meaningful bridge between the College's Sussex heritage and the energy, opportunity and international character of Casablanca. Just as importantly, they will be expected to build a school where academic ambition is visible in every classroom, every decision and every aspect of school life.

I recognise that taking on a founding headship is a significant professional and personal commitment. It requires confidence, resilience, imagination and a genuine desire to build something new. In return, I believe this represents one of the most compelling leadership opportunities currently available in British international education: the chance to establish a truly outstanding school, supported by two experienced and ambitious organisations, in one of the most exciting cities in the region.

The pages that follow provide further details about the position, the school and life in Casablanca for you and your family. I hope they convey both the scale of our ambition and the importance we place on appointing a leader capable of turning that ambition into exceptional educational outcomes.

I very much look forward to receiving your application.

With best wishes,

Mohsen Ojja
Président Directeur Général (Chairman and CEO)
Education Development Company - EDC

JOB DESCRIPTION



JOB DESCRIPTION: FOUNDING HEAD OF ARDINGLY BRITISH SCHOOL CASABLANCA

Ardingly College UK and Education Development Company (EDC) are proud to be expanding the provision of high-quality British international education in Morocco, and seek to recruit an exceptional candidate to be the Founding Head of Ardingly British School Casablanca, opening in September 2027.

Ardingly College is a leading co-educational independent school in the UK, and has established a global reputation as a high-performing GCSE, A Level and International Baccalaureate Diploma school.

<https://www.ardingly.com/>.



Our international journey started over 25 years ago with the establishment of the International Baccalaureate Diploma Programme (IBDP) at Ardingly College and developed further over the last decade.



The Ardingly International Family

Ardingly British School Casablanca will be the third international school within the family of Ardingly College international schools, following the establishment of Ardingly Astana, Kazakhstan (2024) and Ardingly Vietnam, Lao Cai Campus (2026). More information can be found here: [//www.ardingly.com/ardingly-college-international/](http://www.ardingly.com/ardingly-college-international/)



Education Development Company

EDC is the largest and most successful schools group in Morocco, with excellent experience in owning and operating more than 30 schools for over 17,000 students with Bilingual, Trilingual and US curriculum schools, a language centre and a teacher training organisation. <https://www.edc.ma/>.

Ardingly British School Casablanca will be the first school to take Ardingly College's brand and ethos in Morocco and the first British International school within EDC's schools portfolio.

The partnership mission between EDC and Ardingly is to deliver a high-quality British international education in Morocco, grounded in the values and ethos of Ardingly College and supported by EDC's commitment to educational excellence, with a strong focus on academic achievement and student development.

Casablanca Finance City



Ardingly British School Casablanca will be based in Casablanca Finance City (CFC), the country's flagship business and finance district. CFC is purpose-built, secure, green and international — home to multinational headquarters, regional business hubs, and a growing residential community of expatriate professionals and their families. It is widely regarded as one of the most premium and aspirational addresses in North Africa.

Ardingly British School Casablanca



Ardingly British School Casablanca occupies a premium site in the heart of CFC. With its building due to complete in late spring 2027, the School will form an integral part of EDC's purpose built, flagship education hub comprising a tri-lingual international school, a university and EDC's headquarters. The campus will benefit from world class facilities including a swimming pool, amphitheatre and coding/robotics lab.

Line Management

- The Founding Head will be accountable to the Board of Governors for the educational leadership, performance and strategic development of the school, and will report to the Président Directeur Général of EDC or another senior executive they designate.

Key Responsibilities

- Develop and articulate a collaborative, innovative, and effective school where all areas of the school work to achieve excellent academic outcomes and strong wellbeing.
- Act as the main point of contact with Ardingly College UK and meet regularly with the Ardingly College UK team. Liaise on all pre-operational matters to ensure the school is ready for opening. This includes Education, Marketing and Branding, IT, HR, Compliance and Policies, Safeguarding, Admissions, Finance, and Procurement.
- Report to the School Board of Governors in conjunction with Ardingly College UK.
- Provide strategic direction and leadership to the school. Develop and implement a strategic development plan across the whole school.
- Believe in, publicly espouse and live the school ethos, providing an example through leadership.
- Lead and manage all operational functions of the school and establish a culture of high expectations amongst staff and students.

- Provide dynamic, holistic, and forward-thinking leadership for the entire school and staff.
- Ensure successful delivery of the vision, ethos, aims, and objectives as determined by the Board and Ardingly College, UK.
- Ensure standards of safeguarding and wellbeing are set and maintained at a high level.

Academic and Co-curricular

Curriculum, Teaching and Learning

- Contextualise and lead the development of the whole-school curriculum in conjunction with Ardingly College UK, ensuring that it reflects the educational vision of the school and responds sensitively to the cultural, linguistic and regulatory context of Casablanca and Morocco.
Serve as the school's leading expert in teaching and learning methodologies, educational best practice and UK and IB curriculum and examination requirements. Provide clear academic direction to teachers, promote the sharing of effective practice, and ensure that staff receive appropriate induction, training and professional development in line with school policies and priorities.
- Oversee the assessment, appraisal and evaluation of teachers, ensuring that performance management, lesson observation, professional development and accountability processes contribute directly to improvements in teaching and student outcomes.
- Support Heads of Department in organising and leading effective teaching teams, undertaking curriculum research, planning schemes of work, moderating assessment and ensuring coherence and progression across subjects and phases.
- Ensure that the compulsory elements of the Moroccan curriculum are delivered progressively and to high international standards, while assuring the quality, coherence and effective delivery of all programmes leading to IGCSE, A Level and, potentially, the International Baccalaureate.
Ensure that academic policies, departmental handbooks, schemes of work, assessment procedures and reporting arrangements are clearly documented, consistently implemented and regularly reviewed.
- Develop and maintain a continuous, rigorous and multi-layered system of student assessment, tracking and reporting, enabling the school to identify individual needs, monitor progress, intervene effectively and support students across all aspects of their academic and personal development.
- Lead the analysis of internal and external examination results, benchmark school performance against appropriate international standards, and ensure that findings inform curriculum planning, teacher development, student support and whole-school improvement priorities.
- Develop and maintain a robust English-language programme that enables all students to access the curriculum successfully and achieve high levels of academic fluency, while ensuring appropriate provision for students requiring additional language support.

Academic Organisation

- Establish and oversee the school's academic organisation, including the annual academic calendar, curriculum allocation, staffing structures, timetabling, teaching loads, rooming and the effective deployment of academic resources.
- Ensure that the organisation of the school day, teaching timetable and academic year supports high-quality teaching, effective use of staff and facilities, and the delivery of the full curriculum.
- Work closely with senior leaders and Heads of Department to ensure that staffing, scheduling and resource allocation reflect curriculum priorities and student needs.
- Establish clear systems for academic planning, communication, coordination and accountability across all sections and departments of the school.

Examinations

- Lead the planning, administration and delivery of all internal and external examinations, ensuring full compliance with the requirements of Cambridge International Education and any other relevant examination boards.
- Ensure the effective management of examination entries, option choices, assessment calendars, invigilation, access arrangements, results, reviews of marking, appeals and the secure handling of examination materials.
- Appoint, oversee and support the school's Examinations Officer and ensure that all staff involved in examinations are appropriately trained.
- Establish robust policies and procedures to safeguard examination integrity, confidentiality, security and regulatory compliance.
- Ensure that students, parents and staff receive timely and accurate information about examination requirements, entries, timetables, results and post-results processes.

Accreditation and External Relations

- Liaise with Cambridge International Education, COBIS, BSO and other relevant examination, inspection and accreditation bodies, ensuring that the school meets all regulatory, quality-assurance and accreditation requirements.
- Lead the school's preparation for inspections, accreditations, authorisations and quality-assurance reviews.
- Maintain productive relationships with Ardingly College UK, relevant educational authorities and international professional organisations.

University Guidance and Student Enrichment

- Develop a comprehensive university and careers counselling programme that supports successful applications to universities in Morocco, the United Kingdom, the United States and other international destinations.
- Build productive relationships with universities, admissions bodies and relevant external organisations.
- Establish an excellent and inclusive co-curricular programme, ensuring that sports, clubs, trips, competitions, cultural activities and enrichment opportunities form an integral part of school life and that staff understand their contribution to this provision as part of their professional responsibilities.
- Develop charitable, community-engagement and public-service opportunities that are embedded within the school's culture and enable students to develop leadership, responsibility, empathy and a strong commitment to serving others.

Pastoral

- Lead on safeguarding in the school, acting as Designated Safeguarding Lead in the initial years of operation, and training staff effectively to support robust student welfare and ensure high levels of safeguarding at all times.
- Ensure students moving from Early Years to primary, primary to middle, and middle to senior high are prepared for their move, and the transition is seamless, including sharing of data and support.
- Monitor student and staff wellbeing and seek ways to support and improve wellbeing at the school.
- Ensure close collaboration between academic and pastoral teams so that each student is known well, and that academic progress, wellbeing and personal development are considered together rather than in isolation. Make full use of the campus and its facilities across the school day and the extended and co-curricular programme. Make full use of the campus and its facilities across the school day and the extended and co-curricular programme.
- Work with appropriate colleagues to ensure that school counselling provision can meet the needs of students.

HR

- Provide clear guidelines for performance, review, and staff evaluation and ensure uniformity and fairness throughout the process.
- Work closely with HR to recruit a consistently high quality faculty across the whole school.
- Recruit and organize high-quality international and local teaching and operation teams to create a stable, professional and collaborative culture; develop, design, and implement training programmes for academic staff development.
- Establish and administer a professional, positive appraisal system focused on staff development and talent management.
- Promote an atmosphere of continual personal and professional development and help to monitor the needs and opportunities for professional growth and improvement.

Marketing, Admissions, Finance and PR

- Oversee branding, marketing and admissions, achieve the annual enrolment plan, and shape and enhance the brand influence of the school, liaising with local authorities as required.
- Help develop and oversee the school website.
- Work effectively within budgets approved by the board and ensure financial prudence and efficiencies.
- Actively represent the school in the local community, business and networking. Business travel may be required for some domestic or international fairs, seminars, conferences or other related events.
- Engage in social media activity to promote the School and develop strategies to promote the School in the local and wider community.
- Remain dedicated to the protection and promotion of the school's reputation at all times.

Qualifications

The successful candidate will have a Bachelor's Degree in a related field as a minimum and will have a PGCE/QTS. A Master's Degree in a related field is desirable but not essential.

In addition, the candidate is likely to have:

- At least eight years' experience in K-12 education (preferably international) and demonstrate a track record in educational and/or operational leadership, including finance.
- A minimum of 5 years' experience as a headteacher/deputy headteacher of a high performing state, private or international school.
- Extensive knowledge of CIE, IGCSE, A Level and IB.
- Experience working in an international environment is a strong plus but not essential.
- A strong understanding of bilingual environments, language immersion and acquisition programmes is desirable.
- Some knowledge of Moroccan compulsory education is an advantage.
- Ability to communicate in French and/or Arabic is a strong plus but not a requirement.

Values, Attributes, Skills and Personality

The successful candidate will be excited about our ethos and values and share EDC and Ardingly College's commitment to providing an outstanding British and International education contextualised to Morocco and Casablanca.

Beyond this, the successful candidate should be:

- Passionate about education, with a deep knowledge and understanding of teaching, learning and curriculum.
- Outcomes-driven and focused on securing high quality destinations for our students.
- Deeply reflective, pragmatic, positive and solutions-focused.
- Deeply culturally sensitive and able to work seamlessly with Moroccan and international staff and board members.
- Highly adaptable in a rapidly evolving school operational environment.
- An effective and efficient day-to-day operational leader who through imaginative and creative planning and appropriate delegation leads the school effectively.
- Eager to learn more about and be highly respectful of Morocco, its culture, people, and educational traditions.
- Financially astute, market aware and budget conscious.
- Able to build and develop relationships with a diverse range of stakeholders across languages and nationalities.
- Understanding of the importance of wellbeing, safeguarding, pastoral care and holistic education
- Able to build a strong community within the school and connect well with parents, staff and students.
- Knowledgeable of the trends related to international educational development with experience in international project cooperation.
- Have an advanced understanding of educational concepts, familiarity with future education policy and market development trends, experience in operation management and excellent leadership skills.
- An effective delegator and self-starter.
- Open-minded, flexible, and able to find solutions, including when confronted with challenges.
- An innovator and visionary, able to see and develop new ways of developing and promoting the School.
- Able to maintain a strong, reassuring, and supportive presence within the school community.

Additional Information

Work Hours

- As a founding member of the school, the candidate may be asked to support outside usual hours on occasion, including but not limited to events, dinners, press conferences, open houses, parent tours, information sessions or other events in the evening or weekend.

Travel Requirements

- This position requires the incumbent to travel for work on occasions.

Remuneration

- The salary package for this role is highly competitive, and will be commensurate with the level of experience and track record of impact of the successful candidate.
- There is a generous relocation package for the successful candidate, including medical insurance, school fees, flights, accommodation allowance and car.
- EDC supports candidates through the administrative process to obtain all necessary documentation to live and work in Morocco.

How to apply

- If you would like a confidential conversation about the role please contact Johanna Thompson, Strategic Project Lead, j.thompson@somed.ma, attaching your CV.
- To apply, please complete our online application form (<https://ardingly.ac.ma/join-our-team>). Candidates are welcome to include their CV alongside the completed application form if they wish. For safeguarding reasons, the application form must also be completed in full.
- As we expect a lot of interest in this role, candidates are invited to submit their completed application as soon as is practicable.
- Dates for formal interviews will be communicated in due course to successful applicants.
- Regretfully, we are unable to provide feedback to applicants who are unsuccessful in reaching the interview stage.

LIVING AND WORKING IN CASABLANCA

*A Guide for Prospective Staff
of Ardingly British School Casablanca*



WELCOME TO CASABLANCA



Casablanca offers something increasingly rare: a genuine step up in quality of life, whilst being close to the UK and Europe. It's an Atlantic-facing, Mediterranean-in-spirit city — sunny, cosmopolitan, and fast-developing — just a short flight from London, Paris or Madrid.

Ardingly British School Casablanca will be based in Casablanca Finance City (CFC), the country's flagship business and finance district. CFC is purpose-built, secure, green and international — home to multinational headquarters, regional business hubs, and a growing residential community of expatriate professionals and their families. It is widely regarded as one of the most premium and aspirational addresses in North Africa.

On Europe's Doorstep

One of Casablanca's biggest draws for UK and European staff is its proximity to the UK and Europe.

- **London:** approx. 3.5 hours direct
- **Paris:** approx. 2.75 hours direct
- **Madrid:** approx. 2–1.5 hours direct
- **Lisbon:** approx. 1.5 hours direct

Multiple daily direct flights connect Casablanca's Mohammed V Airport to major UK and European hubs, making weekend trips home, half-term breaks in Europe, or visits from family genuinely easy — far easier than most "international school" postings further afield.



Climate and Lifestyle

Casablanca enjoys a mild, Atlantic-moderated climate similar in feel to the Mediterranean: warm, dry summers (typically 28–20°C, cooled by sea breezes) and mild winters (18–12°C), with far more sunshine than the UK year-round. The city has a genuine seaside character — a long Corniche lined with beach clubs, cafés and restaurants — alongside excellent golf, surfing, and weekend access to the Atlas Mountains and historic cities like Marrakech, Fes and Essaouira.

Life in Casablanca blends French-influenced café culture, Moroccan hospitality, and an increasingly international, professional community — a relaxed, outdoor lifestyle that many relocating teachers describe as transformative for work-life balance.

Cost of Living: Casablanca vs. UK and Spain

Salaries go noticeably further in Casablanca. Even allowing for the premium of living in the city's most sought-after neighbourhoods, everyday costs remain well below London and comfortably below Madrid.

	Casablanca	London, UK	Madrid, Spain
Monthly living costs, single person (excl. rent)	~\$560	~\$1,470	~\$960
Rent, 1-bed apartment, city centre	~\$800–1000	~\$3,000	~\$1,500
Monthly gym membership	~\$35	~\$65	~\$50
Dinner for two, mid-range restaurant	~\$35	~\$105	~\$70

Source: Numbeo Cost of Living data for [Casablanca](#), [London](#) and [Madrid](#) (2026) — a single, widely used and continuously updated dataset, used consistently across all three cities for comparability.

In practical terms: a salary that stretches modestly in London, or comfortably-but-tightly in Madrid, typically supports a spacious apartment in a premium neighbourhood, regular travel, and a genuinely different quality of life in Casablanca.

Housing and Daily Life

- **CFC and the neighbourhoods around it** — Anfa, Racine, Gauthier and Ain Diab — are where the vast majority of expat professionals and international school families choose to live. These are modern, secure, well-serviced districts with gated buildings, parking, good walkability, and easy reach of the school. Rents here sit above the citywide average shown, but still well below equivalent central London or Madrid addresses.
- **Healthcare:** Casablanca has excellent private clinics and hospitals, several with international accreditation and English/French-speaking staff.
- **Safety:** Morocco is consistently rated among the safer countries in the region, and CFC itself is a secure, well-maintained, purpose-built district. The UK Foreign, Commonwealth & Development Office does not advise against travel to Morocco, including Casablanca; the latest FCDO guidance can be checked at gov.uk/foreign-travel-advice/morocco.
- **Language:** French and Arabic are widely spoken, but English is increasingly common in professional and international circles — daily life is very manageable for English-speaking arrivals, and many staff pick up conversational French or Darija over time.
- **International community:** A well-established network of international schools, consulates (including the US Consulate General), and multinational employees means a ready-made social and professional community for relocating staff and families. Casablanca is Morocco's commercial capital; foreign embassies are based in Rabat, about an hour away.
- **Staff children's schooling:** Provision for staff children, including fee remission at Ardingly British School Casablanca, is set out in the relocation and benefits section of this application pack.

In Short

Casablanca offers UK and international educators a rare combination: **genuine career opportunity, a founding leadership role, an excellent quality of life, real cost-of-living advantages, and easy proximity to home** — all within a secure, premium, forward-looking setting in Casablanca Finance City.

APPLICATION FORM



ARDINGLY BRITISH SCHOOL CASABLANCA

APPLICATION FORM — FOUNDING HEADTEACHER STRICTLY CONFIDENTIAL

Safer Recruitment Statement

Education Development Company (EDC) and Ardingly British School Casablanca are committed to safeguarding and promoting the welfare of children, in line with the DfE Standards for British Schools Overseas and safer recruitment practice equivalent to Keeping Children Safe in Education. This post involves regular contact with children and is therefore exempt from the Rehabilitation of Offenders Act 1974 (as amended). Any offer of employment is conditional on satisfactory references, identity and right-to-work checks, criminal record certificates (or equivalent certificates of good conduct) from every country in which you have lived or worked in the past ten years, and any other checks required by law or by the School's safer recruitment policy.

How to complete this form

Please complete every section in full, in chronological order, with your most recent employment, education and training listed first. Your employment history must be continuous and unbroken, with no unexplained gaps, from the end of your secondary education to the present day; account for any gaps (further study, travel, unemployment, parental or caring responsibilities, etc.) in the space provided. Where a section does not apply to you, write 'N/A' rather than leaving it blank. This form can be completed on-screen: type directly into the tables and boxes below. Every table and text box in this form can be expanded — there is no maximum length for any section. A CV is welcome as a supporting document but cannot be accepted in place of a fully completed form, in line with safer recruitment practice.

Our Commitment to Inclusion

Ardingly British School Casablanca welcomes pupils, families and colleagues from a wide range of nationalities, cultures, faiths and backgrounds, and is committed to ensuring that every applicant is treated with dignity, fairness and respect throughout this process. Recruitment decisions are made on merit, against the requirements of the role.

Section A — Post and Personal Details

Post applied for

Where did you see this post advertised?

Full legal name (as shown on passport)

Preferred name / title

Any former name(s), including maiden name

Current home address

Email address

Telephone (mobile)

Telephone (alternative)

Nationality / nationalities held

Do you currently have the right to work in Morocco, or would you require sponsorship?

Do you hold, or are you working towards, QTS / PGCE or an equivalent teaching qualification?

Notice period required by your current employer

Section B — Full Employment History

In line with safer recruitment practice, your employment history must be complete and continuous, with no gaps, from the end of your secondary education to the present day.

Dates (From – To)	Employer name, address & country	Job title	Main responsibilities	Reason for leaving
-------------------------	-------------------------------------	-----------	-----------------------	-----------------------

You can add further rows to this table at any time by pressing Tab in the last cell, or continue on a numbered continuation sheet clearly marked with your name and this section — there is no limit on the space you can use.

Gaps in employment or education

Please account below for any period of time — however short — that is not covered in the table above, including further study, travel, unemployment, or parental/caring responsibilities.

Dates (From – To)	Explanation
-------------------------	-------------

You can add further rows to this table at any time by pressing Tab in the last cell, or continue on a numbered continuation sheet clearly marked with your name and this section — there is no limit on the space you can use.

Section C — Full Education & Qualification History

Please list all education and qualifications from secondary school onwards, including qualifications currently in progress. You will need to provide appropriate certification for these qualifications.

Dates (From – To)	School, college or university & country	Qualification(s) studied or obtained	Grade / result
----------------------	--	--------------------------------------	----------------

You can add further rows to this table at any time by pressing Tab in the last cell, or continue on a numbered continuation sheet clearly marked with your name and this section — there is no limit on the space you can use.

Section D — Training Received

Please include safeguarding and child protection training (e.g. Safer Recruitment, Child Protection for International Schools), leadership development, and curriculum or qualification-specific training. Indicate clearly which courses relate to safeguarding and when you last renewed this training.

Date	Training / course title	Provider / organisation	Duration	Safeguarding-related?
------	-------------------------	-------------------------	----------	-----------------------

You can add further rows to this table at any time by pressing Tab in the last cell, or continue on a numbered continuation sheet clearly marked with your name and this section — there is no limit on the space you can use.

Section E — Personal Statement

Please explain why you are applying for the role of Founding Headteacher of Ardingly British School Casablanca, and why you believe you have the personal qualities, skills and experience to succeed as a founding leader of a new British Schools Overseas (BSO) institution.

You may wish to draw on experience such as:

- *sustained leadership and impact on school improvement and student outcomes*
- *leading, or contributing senior leadership to, the opening of a new school;*
- *senior leadership within an established British-curriculum or BSO-accredited school overseas*
- *contextualising a British curriculum, pastoral model or house system for a new cultural setting;*
- *building a school's founding culture, community and traditions, and leading a founding staff team through the demands of a first year of operation; and*
- *your approach to safeguarding, pastoral care, wellbeing and inclusion, and how you would embed these from the earliest stages of a new school.*

There is no minimum or maximum length for this section, but we expect the Founding Headteacher to be skilled in communicating the relevant content clearly, coherently and concisely. Please continue on additional numbered sheets if needed, clearly marked with your name, if you need more space than provided below.

Section F — References

Please provide details of two referees who are able to comment on your suitability to work with children. One must be your most recent employer (or, if you are not currently employed, your most recent employer where you worked with children). References from relatives or people writing solely in a personal capacity are not acceptable. In line with safer recruitment practice, the School reserves the right to contact any referee, including your current employer, prior to interview, and to seek information from any previous employer where you have worked with children.

Referee 1 (must be your current or most recent employer)

Full name

Job title

Organisation & address

Relationship to you & capacity in which known

Email address

Telephone number

Number of years known

Referee 2

Full name

Job title

Organisation & address

Relationship to you & capacity in which known

Email address

Telephone number

Number of years known

☐ **Yes** ☐ **No** I confirm that neither referee is a relative or personal friend, and that both are able to comment on my suitability to work with children.

Section G — Safeguarding & Disclosure Declarations

Please answer every question. A 'Yes' answer will not automatically disqualify your application — the School will discuss it with you sensitively. If you answer 'Yes' to questions 4–1, please provide full details in a separate, sealed envelope marked 'Confidential — Chair of Governors / Safeguarding Lead only', to be opened only if you are shortlisted.

- ☐ **Yes** ☐ **No** 1. Do you have any convictions, cautions, reprimands or final warnings that are not 'protected' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, as amended?
- ☐ **Yes** ☐ **No** 2. Are you now, or have you ever been, the subject of an investigation by police, a professional or regulatory body, or an employer, in relation to your conduct towards children or vulnerable people?
- ☐ **Yes** ☐ **No** 3. Have you ever been disqualified from working with children, or included on a barred list (including the DBS Children's Barred List, or an equivalent list in another country)?
- ☐ **Yes** ☐ **No** 4. Are you aware of any other reason why you may be considered unsuitable to work with children?
- ☐ **Yes** ☐ **No** 5. Are you willing to provide, at the School's request, a criminal record certificate or certificate of good conduct (or equivalent) from every country in which you have lived or worked for six months or more in the past ten years?
- ☐ **Yes** ☐ **No** 6. Are you willing to provide a Letter of Professional Standing, or equivalent confirmation from the relevant professional or regulating authority, confirming that no sanctions or restrictions have been imposed on you as a teacher?
- ☐ **Yes** ☐ **No** 7. Do you consent to the School carrying out an online search, including publicly available social media, as part of its safer recruitment process?

Please list any name(s) by which you have previously been known, and every country in which you have lived or worked for six months or more in the past ten years (needed to complete the checks above):

Section H — Relationships & Conflicts of Interest

- ☐ **Yes** ☐ **No** Are you related to, or do you have a close personal relationship with, any current governor, employee, pupil or contractor of Ardingly British School Casablanca, Ardingly College UK, or Education Development Company (EDC)?
If yes, please give details:

Section I — Declaration

I confirm that the information I have given in this application is, to the best of my knowledge, true, accurate and complete. I understand that providing false or misleading information, or omitting relevant information — including in relation to my criminal record, my employment history, or my reasons for leaving previous employment — may result in my application being rejected, any offer of employment being withdrawn, or, if I have already been appointed, summary dismissal.

I understand that this post is exempt from the Rehabilitation of Offenders Act 1974 (as amended), and that satisfactory completion of all safer recruitment checks — including identity verification, right-to-work checks, references, and criminal record or certificate of good conduct checks — is a condition of any offer of employment.

I consent to Ardingly British School Casablanca and Education Development Company processing the personal data provided in this application, including sensitive personal data relating to my criminal record, for the purposes of recruitment and safer recruitment, in accordance with applicable data protection law.

Signature (or typed name, if submitted electronically)

Date

Thank you for completing this application. Please ensure Sections A–I are complete before submitting.

