



**RATCLIFFE**  
COLLEGE

EST. 1847

Appointment of

# HEAD OF OUTDOOR EDUCATION



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GO ANYWHERE.**

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# HEADMASTER'S INTRODUCTION

Welcome to Ratcliffe College.

I am delighted that you are considering applying for a role at our wonderful school. First and foremost, Ratcliffe College is a fantastic place to work. We are blessed with a beautiful physical environment set in almost 200 acres of rolling Leicestershire countryside. Our staff, teaching and non-teaching, work in harness, daily, to provide a safe, secure, and nurturing environment for the children and young people to enjoy. Our collegiality is built on the foundations of the College's Catholic faith, which welcomes everyone with the same universality of warmth and respect, embracing difference and cultivating an authentic community which values everyone equally.

As a Catholic School with a proud Rosminian heritage which has endured since our Foundation in 1847, our aim is to help young people to achieve their greatest potential, guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others. Together, we aim to develop honest, confident, responsible, and compassionate members of society, based on the educational values of Blessed Antonio Rosmini, inspired by our school motto, *Legis Plenitudo Caritas* or Love is the fulfilment of the Law.

At Ratcliffe College, Christ is very much at the centre of all that we do. So, if our Mission resonates, and you believe you can be happy and thrive here, I encourage you to apply and join our team of staff as we fulfil our Mission.

I wish you all the very best of luck with your application.

Yours sincerely,

Kind regards,



Mr J. P. Reddin,  
Headmaster.

# BEGIN HERE, GO ANYWHERE.





# OUR MISSION STATEMENT

**“Learning and Growing in the Light of the Gospel.”**

**With Christ at the centre of our learning we:**

- Help young people to achieve their greatest potential.
- Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others.
- Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini.

**Our core Rosminian values:**

**1. Legis Plenitudo Charitas: Love is the Fulfilment of the Law.**

Our community recognises each individual as a unique part of God’s creation, nurtures in each a sense of dignity and self-worth, and fosters supportive and caring relationships.

**2. Rosminian Education pursues the perfection of both human nature and the human person.**

Our students’ intellect and talents are formed by a broad and balanced curriculum, responsive to and supportive of students’ needs and aspirations. Our students’ moral integrity is developed through the teaching, celebration and the living of Christian faith.

**3. Intellectual integrity leads us to the Truth.**

God is the source of all truth. Our staff are encouraged to foster intellectual curiosity, honesty and achievement in their students and within themselves.

## OUR VISION

To be a leading independent day and boarding school, which is financially secure.



**SCAN THE CODE**  
3-YEAR STRATEGY  
DEVELOPMENT PLAN  
2025-2028.

# ABOUT RATCLIFFE COLLEGE

Ratcliffe College is an Outstanding Roman Catholic, co-educational, day and boarding school for students aged between 3 and 18 years, founded in 1847 by the Institute of Charity (known as the Rosminians).

Whilst Ratcliffe operates as a Catholic school, children are welcomed from other denominations and faiths whose parents feel they can share in, and benefit from, the ethos and environment of the College. The majority of students at Ratcliffe are day students drawn from the local catchment area of Leicestershire, Nottinghamshire and Derbyshire.

## The Senior Leadership Team comprises:

- **Headmaster**  
Mr J Reddin, BSc, MSc, NPQH
- **Senior Deputy Head**  
Mr K Ryce, BA, MSc
- **Deputy Head Pastoral**  
Mr J Rainer, BA, MA
- **Director of Safeguarding**  
Mr J Masterton
- **Assistant Head Academic**  
Ms J Davis, BA, MSc
- **Assistant Head, Head of Sixth Form**  
Mr B Harrison, BA
- **Head of Preparatory School**  
Mrs S Boccaccini, MEd, MSc, MCCT
- **Deputy Head of Preparatory School**  
Mrs M Markham, BMus
- **Director of Finance and Operations**  
Mr C Bellamy, HND

## Boarding Community

Ratcliffe benefits from a vibrant, warm and welcoming boarding community that has long been part of the School's history. All students are encouraged to participate in boarding during their years at school – as full, weekly, part-time or occasional boarders. Its close-knit community of friends and teachers' is a supportive environment where our young people thrive.

Our boarding community comprises students from both the UK and overseas, including those who join through our partnership with the Academy at Leicester City Football Club.

The College also offers several short-term international boarding programmes throughout the year, including 3–4 immersion taster experiences and an annual International Summer School, all delivered by Ratcliffe staff.

Boarders benefit from a strong pastoral framework. Each student is supported by a Form Tutor who monitors their academic progress and personal development, alongside the care and guidance provided by a dedicated and experienced boarding team.

“ We witnessed calm classrooms with engaged students working independently, or in covert huddles.

The Good Schools Guide (2024)



## Boarding Structure and Co-Curricular Life at Ratcliffe College

The coordination and oversight of all boarding arrangements are the responsibility of the Deputy Head Pastoral, Mr J Rainer, supported by the Housemaster, Mr J Estevez, and Housemistress, Mrs L Webster. All members of the boarding leadership team reside on site with their families, contributing to the warm and inclusive atmosphere of the boarding community.

Ratcliffe College maintains a family-friendly community. This is supported by the enclosed campus and the layout of the main school building, which houses both academic departments and communal boarding facilities, promoting daily interaction between students and staff.

## Co-Curricular Opportunities - The 'Big Six'

Ratcliffe operates a ten-day timetable over two academic weeks (Monday to Friday, with no Saturday morning lessons). However, many day students choose to remain on site after lessons to complete their prep or to take part in the School's wide-ranging co-curricular programme. Sport, Music, Drama, Combined Cadet Force, the Duke of Edinburgh's Award Scheme and Caritas are all extremely popular, in addition to which there is a full and varied programme of lunchtime and after-school activities, together with a variety of Sixth Form clubs on offer.

## Weekend Activities and Enrichment

An engaging weekend activities programme is in place, including inter-school sports fixtures on Saturdays. Most boarders remain on site over the weekend, attending Sunday Mass in the College's chapel and taking part in the weekly Boarding Community Trip and local excursions.

This high-quality programme is a distinctive feature of life at Ratcliffe, enriching students' overall experience. A variety of day and residential educational visits take place throughout the year, while Activities Week at the end of the Summer Term exemplifies the College's commitment to educating the whole child.



Co-curricular offering is the lifeblood of the College. Pupils say they are never bored.

The Good Schools Guide, 2024.





# ACADEMIC EXCELLENCE

Ratcliffe students enjoy an excellent all-round balanced education, underpinned by the College's core Rosminian Catholic ethos.

While students at Ratcliffe have a broad range of ability, academic success is strongly encouraged, valued and recognised; indeed, the greatly improved academic standards in recent years have proved popular both with parents and prospective parents, as reflected in the numbers of students applying to join the College.

Ratcliffe College has repeatedly ranked in the top 1% nationally for value added results at A Level.

A Level results achieved in 2025:

- 45% of A Level grades A\*/A
- 71% grade B or above.
- Ten percent of students achieved A\*/A\*/A or better.
- One in four students achieved A Level or BTEC grades equivalent to A/A/A or higher.

Over 90% of students typically achieve their first choice pathway for life after School. This includes students taking up places at Oxford, Cambridge, and other highly selective Russell Group universities; for Medicine, Dentistry and Veterinary Science; and at universities abroad.

Scan to view the full  
ISI Inspection Report.



# THE BENEFITS OF WORKING AT RATCLIFFE COLLEGE



SCAN THE CODE  
VIRTUAL CAMPUS  
TOUR.



**Free lunch and refreshments**



**Free parking on-site**



**Defined Contributions Pension Scheme**



**Professional Development opportunities**



**Staff Wellbeing**

- Staff Wellbeing Committee
- Free staff social events
- Access to on-site Medical Care
- Ratcliffe College Community Committee



**Sport and Leisure**

- Free use of the on-site gym (at specified times)
- Leicestershire County Cricket Club family tickets (limited)





GILBERT

6

WORLD NETBALL  
GILBERT

RT

RATCLIFF

# JOB DESCRIPTION

Head of Outdoor Education

Reports to: The Headmaster

Line management: Deputy Head Pastoral (day-to-day oversight)

## Purpose of the Role

Ratcliffe College are seeking to appointment a full time Head of Outdoor Education to provide strategic leadership and operational oversight of Outdoor Education at the College, including the Combined Cadet Force (CCF) and adventurous activity provision from Nursery to Sixth Form.

The postholder will serve as Contingent Commander of the CCF and Delivery Duty Holder for risk-to-life activities, ensuring the highest standards of safety, compliance, and educational value. The role will also play a central part in the formation of student leadership across the College.

## Key Accountabilities

- Leadership of a coherent, progressive Outdoor Education strategy across the whole school
- Command and management of the CCF in line with Ministry of Defence regulations
- Delivery Duty Holder responsibility for all risk-to-life activities
- Strategic oversight of The Duke of Edinburgh's Award provision, in support of The Duke of Edinburgh's Award Manager.
- Development of a broad and inclusive adventurous activity programme
- Contribution to the development of student leadership across all phases of the College
- Line management and development of Outdoor Education and CCF staff
- Oversight of safeguarding, compliance, and inspection readiness
- External representation with military, educational, and community partners
- Attend and lead key CCF and Outdoor Education events, including camps, field days, and residential activities

## Combined Cadet Force (CCF)

As Contingent Commander, the postholder will:

- Provide strategic and operational leadership of the CCF
- Ensure full compliance with Ministry of Defence regulations, inspection frameworks, and assurance processes
- Act as Delivery Duty Holder (DDH) for all cadet activities involving risk to life

EST. 1847

- Lead the planning and delivery of the CCF training programme
- Oversee cadet progression, including promotion, leadership development, and accreditation pathways
- Chair regular CCF meetings and oversee communication with stakeholders
- Line manage the School Staff Instructor (SSI), section heads, and CFAVs
- Oversee recruitment, training, and professional development of CCF staff
- Maintain standards of discipline, safeguarding, and record-keeping
- Ensure effective management, security, and compliance of all CCF stores, including weapons, ammunition, and equipment, in line with regulations
- Ensure effective budget management
- Represent the College at official military and ceremonial events
- Develop and maintain partnerships with affiliated units and external organisations
- Arrange an annual inspection of the CCF during Exhibition Day
- Lead the planning, preparation and execution of the College's annual Remembrance events

### Outdoor Education

The Head of Outdoor Education will:

- Design and implement a whole-school Outdoor Education strategy from Nursery to Sixth Form
- Work closely with the Director of Sport and Co-Curricular Activities and the Deputy Head of the Preparatory School to embed outdoor learning within the wider co-curricular programme
- Develop a diverse programme of adventurous activities, including various types of shooting, mountain biking and any other areas of expertise within the Outdoor Education team
- Liaise with the families of children who compete under the Ratcliffe College banner in equestrian events.
- Ensure inclusive access and high participation across all age groups
- Establish clear progression pathways in outdoor learning and leadership
- Identify and develop staff expertise to support programme delivery
- Promote opportunities for regional and national participation and competition
- Contribute to the College's reputation through high-quality outdoor provision

### Leadership Development

The Head of Outdoor Education will:

- Contribute to a coherent, whole-school approach to student leadership, rooted in service, responsibility, and the College's Catholic Rosminian ethos
- Use Outdoor Education in all its forms as key vehicles for leadership formation across all age groups
- Work closely with colleagues to support the development of:
  - Preparatory School Prefect Team
  - Sixth Form Senior Prefect Team
- Design and deliver leadership development opportunities through training, mentoring, and experiential programmes, including residential and outdoor experiences, and activities that contribute to the aims of the College's charity, RATS (Ratcliffe Action, Thanksgiving and Service)
- Support leadership induction and ongoing formation programmes for student leaders
- Promote leadership qualities including resilience, teamwork, initiative, communication, and decision-making under pressure

## The Duke of Edinburgh's Award

The postholder will:

- Provide strategic oversight of The Duke of Edinburgh's Award programme, ensuring that it remains accessible to and popular with students in Years 9-13
- Work in close partnership with The Duke of Edinburgh's Award Manager to ensure appropriate resource, staffing and planning for the programme
- Support the planning and delivery of training, practice, and assessed expeditions as required
- Contribute operationally as an Assistant Manager where required
- Support equipment management and expedition logistics
- Undertake Assessor training if not already qualified

## Education Experiences

- Lead the design and delivery of key outdoor education experiences at different stages of the student journey, for example:
  - Lower School (Years 7-8) residential or fieldwork experiences
  - Service and volunteering-based programmes
  - Activities Week opportunities
- Ensure these programmes are well-planned, educationally purposeful, and are aligned with the College's broader Mission and strategic aims.
- Contribute to the day staffing of the half-term boarding camps and Summer School, offering suitable Outdoor Education experiences for students involved in these programmes.

## Co-Curricular Provision

- Develop and coordinate co-curricular clubs and weekend activities in adventurous pursuits
- Work collaboratively to maximise student engagement, including within the boarding activities programme

## Transition

- Contribute to the Year 7 transition programme, supporting students' integration into the College through outdoor experiences

## First Aid and Lifesaving

- Develop as an accredited trainer, contributing to the annual plan of first aid and lifesaving training for Ratcliffe College staff

## Safeguarding and Professional Responsibilities

- Promote and safeguard the welfare of all students in line with statutory guidance
- Ensure all activities meet health and safety and safeguarding requirements
- Maintain high standards of professional conduct and behaviour
- Participate fully in appraisal, training, and professional development
- Contribute to the wider life of the College

The position will be paid at Band 13, Point 52 of the Ratcliffe College Support Staff pay scale, which is £38,096.

# PERSON SPECIFICATION

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Full UK Driving Licence</li> <li>• Willingness to undertake further professional qualifications relevant to the role</li> <li>• First Aid qualification or willingness to obtain</li> <li>• Relevant Outdoor Education, leadership or instructional qualifications</li> </ul>	<ul style="list-style-type: none"> <li>• D1 Licence</li> <li>• Range Management Qualifications (K Qual, RCO)</li> <li>• Exercise Management Qualifications (M Qual, SPO)</li> <li>• Skill At Arms Instructor qualification</li> <li>• Duke of Edinburgh's Award Supervisor or Assessor qualification</li> <li>• Mountain Leader (Summer) or Hill/Moorland Leader</li> <li>• Climbing Instructor qualification</li> <li>• Paddlesport Instructor, Coach or Leader</li> <li>• Mountain Bike Instructor qualification</li> <li>• Archery Instructor qualification</li> <li>• PPE Inspector qualification</li> <li>• Obstacle Course Supervisor qualification</li> <li>• Accredited First Aid Trainer</li> </ul>
Knowledge, Skills & Experience	<ul style="list-style-type: none"> <li>• Experience of leading or coordinating Outdoor Education, adventurous activities or cadet provision</li> <li>• Experience of planning and delivering residentials, expeditions, fieldwork or adventurous activity programmes</li> <li>• Strong organisational skills with the ability to prioritise effectively and manage competing demands</li> <li>• Experience of leading teams and supporting staff development</li> <li>• Excellent communication and interpersonal skills, with the ability to engage effectively with students, parents, staff and external agencies</li> <li>• Ability to inspire, motivate and develop leadership qualities in young people</li> <li>• Knowledge and understanding of safeguarding, health and safety, and risk management procedures</li> <li>• Ability to maintain high professional standards and ensure compliance with procedures and policies</li> <li>• Experience of budget management and maintaining accurate records</li> <li>• Competent IT skills and confidence using management information systems and digital platforms</li> <li>• Ability to work independently and as part of a wider leadership team</li> </ul>	<ul style="list-style-type: none"> <li>• Experience as a Contingent Commander or senior role within a CCF</li> <li>• Experience of working within an independent or boarding school environment</li> <li>• Experience of Duke of Edinburgh's Award delivery and expedition management</li> <li>• Experience of line managing staff</li> <li>• Experience of liaising with military or external regulatory organisations</li> <li>• Experience of leading large scale ceremonial or commemorative events</li> <li>• Understanding of Ministry of Defence regulations and inspection frameworks</li> <li>• Knowledge of ACSMS or similar safety management systems</li> <li>• Experience managing stores, equipment or specialist resources</li> <li>• Knowledge of Westminster, Bader or similar systems</li> <li>• Experience of developing whole-school strategic programmes</li> </ul>

# PERSON SPECIFICATION

## Personal Qualities

- Commitment to safeguarding and promoting the welfare of children and young people
- Commitment to the ethos and aims of Ratcliffe College
- Enthusiastic, resilient and adaptable
- Empathetic and approachable, with excellent relationship-building skills
- High levels of integrity, professionalism and discretion
- Ability to remain calm and make sound decisions under pressure
- Commitment to inclusive participation and student development
- A proactive and solution-focused approach
- Willingness to contribute fully to the wider life of the College, including evenings, weekends and residential activities





# HOW TO APPLY

1

## COMPLETE AN ONLINE APPLICATION FORM

[Visit our vacancies page.](#)

Please follow the link above to visit the main vacancies page on our school website. Search for the vacancy you wish to apply for, complete the online application form in full and submit it to us before the closing date.

2

## INVITED TO INTERVIEW

If you do not hear anything further within two weeks of the closing date, please assume that you have not been successful on this occasion.

Ratcliffe College reserves the right to interview and appoint ahead of the closing date.



# RATCLIFFE TERMS

## **Child Protection**

Ratcliffe College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This role is exempt from the Rehabilitation of Offenders Act 1974, and applicants are required to declare all convictions and cautions (including those which are “spent” unless they are “protected” under the DBS filtering rules), in order to assess their suitability to work with children.

For further information, please see the [Recruitment, Selection and Disclosures Policy](https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974) and <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

The College is also registered for the processing of personal data in accordance with the Data Protection Act 1998. Such checks are required in accordance with the Recruitment, Selection and Disclosures policy and the Data Protection policy. Copies of these policies may be obtained from the Director of Finance and Operations upon request.

## **The appointment is subject to satisfactory:**

- References, of which one must be from a current or most recent employer if not currently in employment
- Disclosure and Barring Service check (including children’s barred list check if appropriate)
- Open source check
- Proof of identity
- Right to work check
- Qualifications check
- Health screening





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# RATCLIFFE

COLLEGE

Ratcliffe College, Fosse Way, Ratcliffe on the Wreake, Leicester, LE7 4SG

 [www.ratcliffecollege.com](http://www.ratcliffecollege.com)  HR: 01 509 817089  [HR@ratcliffecollege.com](mailto:HR@ratcliffecollege.com)

