



DURHAM
INTERNATIONAL
SCHOOL



Candidate Brief for the Position of

Deputy Head Academic : Prep School
Durham International School
Kenya

January 2027

Message from the Head of Prep, Durham International School Kenya



Thank you for your interest in joining Durham International School.

Durham is a young, ambitious and rapidly growing school, but what makes it particularly special is the warmth and sense of community that have been at its heart from the very beginning. We want every child to be known, valued and inspired to flourish – and we believe the same should be true of our staff.

A school's greatest strength is its people. At Durham, relationships matter. We want our children to experience the highest standards of teaching and learning, alongside the happiness, curiosity and sense of

belonging that make childhood so special. Our talented and dedicated staff bring this to life every day, nurturing a love of learning and helping every child develop the 'Confidence for Life' to embrace new opportunities, challenge themselves and fulfil their potential.

Our MARK values – Moral Integrity, Ambition, Responsibility and Kindness – are central to the culture of our school. They are not simply values we teach our children; they shape how we work together as colleagues and the community we continue to build.

We are proud to be a Patron Accredited Member of the Council of British International Schools (COBIS). During our accreditation, COBIS commended the strong relationships across the school and the culture of kindness, support and reciprocity that is a cornerstone of life at Durham.

Our Prep School extends across two campuses in Nairobi. Our youngest learners, from Little Durham to Year 1, enjoy the welcoming, home-from-home environment of our Thigiri Campus, while Years 2 to 6 are based at our purpose-built Rosslyn Campus. Together, they provide a distinctive and nurturing primary education, laying strong foundations for children as they progress into Senior School and beyond.

As Durham International School continues to grow and develop, this is an exciting time to join us. We are ambitious for our school and equally ambitious for our staff. If you are passionate about children, excited by excellent teaching and learning, keen to contribute beyond the classroom and eager to play an active part in shaping the next chapter of our school, you will find much to inspire you at Durham. We are committed to supporting professional growth through opportunities to learn, collaborate, take on new responsibilities and develop as leaders.

In return, you will join a warm, supportive and forward-looking community where your contribution matters, your professional growth is valued and you have the opportunity to make your own MARK.

I very much look forward to receiving your application.

Andrea Brown

Message from the Principal of Durham Cathedral Schools Foundation, UK



Since 1414, in the historic city of Durham in the north of England, Durham School has been a prestigious seat of learning. Now established in Nairobi, Dubai and Doha, the vision of Durham International Schools is to deliver outstanding education to young people around the world. At the very heart of this initiative is the resolve to inspire young minds and to instil in students a 'Confidence for Life'. This stems from Durham School's long-standing tradition of academic, pastoral, sporting and cultural excellence.

The Durham International family of four schools spanning three continents has quickly established its global reputation of delivering an inspirational education and providing its teachers exciting and rewarding careers. Durham Kenya is the only British independent school brand currently in East Africa. The School collaborates closely with its sister schools and this extended community gives both students and teachers unique opportunities to participate in a range of network activities and events.

Now entering its 6th year of providing academic excellence to families in Nairobi, Durham Kenya has strongly established itself as a school where academic ability is fostered, creativity is valued, and diversity is celebrated. With The school is now on the cusp of significant expansion and change as it adds a second campus and takes on older children.

It is an exciting time in the growth of the school and we are seeking experienced and passionate educators to join our talented Durham International School Kenya team for the next stage of our journey.

Dr Michael Alderson





Durham International School

Durham International School is a highly successful, growing school with a committed and inspirational team of teaching professionals at its heart. The school delivers the UK National Curriculum, IGCSE and Sixth Form.

Since it opened in 2021, Durham International School has exceeded expectations. It has captured the imagination of families – local and international alike – who are seeking a high-quality UK school education that goes out of its way to create a family feel and an environment where young people are able to flourish. The School currently has over 50 nationalities enrolled.

The Durham connection is of vital importance. Most obviously, this is manifested in the centrality of the MARK values and 'Confidence for Life' aspiration, but the association runs much deeper. The UK school is a part of Durham International School's governance and there is frequent contact between the schools at all levels as well as regular quality assurance visits. The schools learn from each other, and this is an important way for Durham International School to stay abreast of educational and curriculum developments in the UK.

The recent bold and exciting next stage of the school's expansion was the opening of the new purpose-built school at the Rosslyn campus in September 2025 together with the launch of the Senior School.

The School's new purpose-built state of the art Rosslyn campus is outstanding and provides an ideal opportunity to support the school's ambition to be the best international school in Nairobi. It is well-situated to serve important residential and business communities (including embassies, the UN and major organisations) and is close to the Thigiri campus, which remains the home of the Pre-Prep School up to Year 1. It is on a substantial campus that makes possible a world-class approach to holistic education, with the flexibility to adapt to current and future pedagogical developments.

Our Mission

Our Mission is to provide a rounded education; one which inspires and nurtures a love of lifelong learning, an aspiration for achievement, respect for others, and 'Confidence for Life'.

Whilst academic life is at the heart of the school, we set out to provide a host of opportunities in sport, music and drama so that every student is given a chance to explore their potential.

Our Aims

Within a community shaped by MORAL INTEGRITY and KINDNESS, Durham International School aims to cultivate RESPONSIBILITY, respect and AMBITION to ensure that every student can thrive, be happy and make a positive MARK in the world.

The three pillars of a Durham International School which support this aim and shape the environment where students can learn and grow are:

Academic challenge: providing students a lifelong appetite for learning.

Pastoral care: supporting students' emotional, moral and spiritual strength.

Co-curricular opportunities: providing opportunities to enrich and develop the individual fostering collaboration, teamwork and leadership.

We do this by nurturing and supporting our students to become:

- Thinkers who can research, evaluate, innovate, solve and create both collaboratively and independently,
- Individuals who are reflective, emotionally resilient, and effective communicators.
- Global citizens who act with responsibility and humility and are ready to make a positive contribution to society.



Our Values

The MARK of a Durham Education

MORAL INTEGRITY

Choosing what is right, even when it is difficult.
Integrity is the foundation of trust, respect, and true character.

"The time is always right to do what is right."

AMBITION

The drive to dream big, to persevere, and achieve one's full potential.
Ambition turns vision into reality.

"Aim for the moon. Even if you miss, you'll land among the stars."

RESPONSIBILITY

Taking ownership of our words, actions, and choices.
Responsibility develops accountability, strengthens character, and builds confidence.

"You are always responsible for how you act, no matter how you feel."

KINDNESS

The simple act of caring, sharing, and showing respect.
Kindness has the power to inspire, to heal, and to change lives.

"If you can be anything, be kind."

Together, these values guide us — shaping who we are and who we aspire to become

Living in Nairobi



One of Africa's most dynamic cities, Nairobi is a vital commercial and financial hub and home to the regional headquarters of major international companies and organisations, including the United Nations. Nairobi's growth rate has been one of the highest of any African city, with major real estate projects making up its burgeoning skyline.

Modern Nairobi is still considered the Safari Capital of Africa, with Nairobi National Park only 20 minutes from the centre of town, where lions and rhinos can be seen with a backdrop of skyscrapers and landing planes. With spectacular game parks all over the country and a stunning Indian Ocean coastline on your doorstep, there is plenty to see and do.

Nairobi boasts a vibrant social scene, with its cosmopolitan community offering an incredible variety of cuisines from around the world. From luxury hotels and fine dining restaurants to lively markets and local eateries, there's something to suit every taste and budget. The city's many coffee houses have become favourite spots for both business meetings and relaxed catch-ups with friends.

Nairobi has numerous shopping malls as well as large supermarket chains, complemented by local produce markets offering fresh fruit and vegetables bought directly from farmers. Local craft markets offer an excellent choice of handmade items such as clothes, art, jewellery and footwear.

Life in Kenya can also have its frustrations. Power cuts do happen, bureaucracy can be difficult, and real poverty exists in many areas. Personal security requires a degree of caution in some areas, as it does in almost every big city.

With its warm and friendly local population, great schools, a number of good private hospitals and a near-perfect climate, many expats have chosen to settle in this "green city in the sun", enjoying the wonderful quality of life it offers.

Job Description

Title: Deputy Head Academic, Prep School

Reporting to: Head of Prep School

Location: Rosslyn Campus and Thigiri Campus, Nairobi, Kenya

Summary of Responsibilities and Accountabilities:

- The Deputy Head Academic is a key member of the Prep Senior Leadership Team, responsible for leading and managing the day-to-day academic provision of the Prep School and promoting excellence in teaching and learning, in line with the School's values, ethos and educational philosophy.
- Working collaboratively with the Head of Prep, Year Group Leads, Learning Enrichment Team and teaching staff, the Deputy Head Academic will oversee curriculum, assessment and pupil progress from Little Durham to Year 6, promoting clear progression across Prep and effective transition into Senior School.
- The Deputy Head Academic will combine excellent academic organisation with an in-depth understanding of curriculum, assessment and effective pedagogy. They will play a key role in curriculum development, the effective use of assessment and data, professional learning, and developing the capacity of middle leaders as the School continues to grow.



Strategic Direction

- Provide professional leadership and guidance on academic matters across the Prep School, promoting the highest standards of teaching, learning, curriculum and assessment.
- Contribute to Prep and whole-school strategic planning, self-evaluation and the School Development Plan, working closely with the Head of Prep and Prep Senior Leadership Team.
- Oversee curriculum, assessment and reporting from EYFS to Year 6, promoting clear progression across Prep and effective transition into Senior School.



- Develop and review academic and assessment policies, ensuring they meet BSO minimum standards and support the School's readiness for inspection and accreditation, including ISI inspection.
- Promote academic excellence, intellectual curiosity and a lifelong love of learning.
- Remain informed about current educational research, developments and effective practice to support the continued development of the Prep School

Leadership and Management

- Lead academic self-evaluation and improvement, monitoring the quality of teaching and learning and identifying priorities for continued development.
 - Oversee pupil progress, assessment and academic tracking, ensuring the effective use of internal and standardised assessment, including GL assessments and comparative judgement, to inform teaching and improve pupil outcomes.
 - Work closely with the Deputy Head Pastoral and Learning Enrichment Team to identify appropriate academic interventions and support adaptive teaching and appropriate accommodations.
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- Coordinate key academic systems and processes, including timetabling and specialist teaching across the School, the assessment and reporting calendar, academic tracking and the effective use of iSAMS.
 - Lead and coordinate professional learning in response to School priorities and identified needs, working with Year Group Leads and HR to support continued improvement in teaching and learning.
 - Develop the capacity of middle leaders, supporting and empowering them to lead improvement within their areas of responsibility, and contribute to preparation for the academic aspects of inspection and accreditation.

Curriculum Development

- Provide vision and leadership for the continued development of an ambitious, innovative and engaging curriculum from EYFS to Year 6, informed by the EYFS framework and English National Curriculum as appropriate, while making meaningful use of the School's Kenyan context to enrich learning.
- Lead curriculum design, planning, implementation and evaluation, using assessment information and evidence of pupil progress to inform continued curriculum development and improvement.
- Develop clear curriculum maps and planning frameworks that support continuity and progression across Prep and, in collaboration with Senior School colleagues, curriculum coherence across the whole School.

- Promote inclusive and adaptive approaches to teaching and learning, ensuring appropriate support and challenge for pupils with SEND, EAL and high academic potential.
- Work collaboratively with Year Group Leads and subject leaders to develop curriculum provision and support them to lead effectively within their areas of responsibility.
- Promote the purposeful use of digital technology and ensure that curriculum resources effectively support high-quality teaching and learning.
- Remain informed about relevant Kenyan, British and international developments in curriculum, assessment and educational practice.

Communications

- Build positive and professional relationships with pupils, parents, colleagues and the wider school community.
- Communicate clearly and effectively with parents about curriculum, assessment, pupil progress and other academic matters.
- Present and articulate the School's academic provision, performance and priorities to staff, parents, Governors, inspectors and other stakeholders as appropriate.

Safeguarding and Wellbeing

- Promote and safeguard the welfare of all pupils, fulfilling safeguarding responsibilities in accordance with School policies and procedures.
- Work collaboratively with the Deputy Head Pastoral, Learning Enrichment Team and teaching staff to ensure that academic provision supports pupils' individual learning needs and wellbeing.
- Promote an inclusive learning culture in which high expectations, appropriate challenge and effective support enable every pupil to make progress and flourish.

Person Specification:

Qualifications and Experience

The successful candidate will:

- Hold a UK Honours degree or equivalent and a recognised teaching qualification.
- Have teaching experience within the primary age range and an in-depth understanding of children's learning and development across Early Years and primary phases.
- Have successful leadership experience at middle or senior leadership level, with the ability to lead, inspire and develop colleagues.
- Demonstrate an in-depth understanding of curriculum development, assessment and effective pedagogy.
- Have experience of monitoring and developing the quality of teaching and learning and using assessment information and data effectively to improve teaching and pupil outcomes.

- Demonstrate experience of developing and supporting colleagues and contributing to high-quality professional learning.
- Have strong organisational skills and the ability to combine strategic thinking with effective day-to-day academic leadership.
- Be confident in the effective use of digital technologies to support teaching, learning and academic systems.
- An NPQH or relevant postgraduate qualification would be advantageous.

Personal Qualities

The successful candidate will:

- Be an inspirational, collaborative and approachable leader with high expectations for themselves and others.
- Be passionate about excellent teaching and learning and committed to ensuring that every child is known, valued and inspired to flourish.
- Be innovative, adaptable and forward-thinking, with the ability to contribute positively to a growing and developing school.
- Be an excellent communicator and relationship-builder, able to work effectively with pupils, colleagues, parents and the wider school community.
- Be committed to developing others, empowering colleagues and building leadership capacity.
- Be fully committed to the values, ethos and educational philosophy of Durham International School.

Remuneration Terms and Conditions

- The initial contract is for a period of two years, renewable thereafter.
- Remuneration package in line with experience and qualifications, and will be commensurate with the responsibilities of the role.
- Benefits include medical insurance and pension.

Application Process

Interested applicants are invited to send an application by email to hr@durhamkenya.com with the information listed below. The closing date for applications is **23rd October 2026**.

Please be advised that an incomplete application form or applications that do not provide a Covering Letter and Application Form as stipulated, will unfortunately not be considered.

- A letter of application addressed to The Headteacher, of no more than one side of A4, explaining why you would like this role and the skills and experiences you can bring to it.
- A fully completed Durham International School Application Form – [Click here](#)
- The names and accurate addresses, email addresses and telephone numbers of three referees, one of whom must be your current employer, to be completed in full in the Application Form.

The Interview

Only short-listed applicants will be contacted for interviews. All initial interviews will be held online.

Applications will be reviewed as they are received, and the school reserves the right to make an earlier appointment. We would recommend that candidates apply at the earliest possible time.

Confidentiality

References will only be requested at short-list stage and we will let you know before we approach referees.

We will not contact your present school unless you reach the short-list and applications can be kept confidential until then. Please contact hr@durhamkenya.com if you have any specific concerns.

Start date

Candidates should be available to start in January 2027.

Safeguarding

- Durham International School is committed to safeguarding and promoting the welfare of children and young people. The successful candidate will be required to undertake appropriate safeguarding and safer recruitment checks and to uphold the School's safeguarding policies and procedures at all times.
- The postholder will also be expected to maintain appropriate confidentiality and exercise professional discretion in all matters relating to pupils, families and the School.

Equal Opportunities Statement

At Durham International School Kenya, we strive to create a supportive and nurturing environment for all individuals. We are dedicated to promoting equality and diversity, providing a level playing field for all of our staff and students. We aim to foster an inclusive culture, where diversity is celebrated and where everyone feels empowered, and encouraged to reach their full potential.

More Information

For more details see: www.durhamkenya.com

