

PORT·REGIS

Independent Listener

Port Regis is one of the country's leading co-educational day and boarding schools for children aged two to thirteen. A school in which tradition and innovation have gone hand in hand for more than a century, we provide a thoughtful, rounded education that enables children to thrive. This education goes well beyond our beautiful buildings and outstanding facilities – it is rooted in our culture and values.

Role Profile







We are looking for an Independent Listener to join the team. This is a voluntary position.

In line with the National Minimum Standards for Boarding Schools, Port Regis appoints an Independent Listener to act as a confidential and independent point of contact for pupils who may wish to discuss concerns or worries with an adult outside the school's management structure.







Start Date

01 September 2026

Main responsibilities of the Independent Person







-  Act as a confidential, supportive and independent adult for pupils who choose to make contact to discuss concerns, worries or general wellbeing
-  Provide a listening service that is independent of the school's management structure, while working within the school's safeguarding framework
-  Maintain clear boundaries around confidentiality, with an explicit duty to share information where there is a safeguarding concern or risk of harm to the pupil or others
-  Report safeguarding concerns promptly to the Deputy Head (Pastoral), who is the Designated Safeguarding Lead, or to external agencies (e.g. LADO or Police) where required by the school's Safeguarding and Child Protection Policy
-  Visit the school periodically so that pupils are familiar with the Independent Listener and understand their role and how to access the service
-  Ensure pupils understand:
 - Who the Independent Listener is

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- How and when they can make contact
- The limits of confidentiality
-  At the request of, and with the explicit consent of, a pupil, liaise with the school to raise particular concerns or share relevant information
-  At the Independent Listener's discretion, provide generic feedback to the Deputy Head (Pastoral) or Head (e.g. themes, number of contacts), without sharing personal or identifying details
-  Undertake required training, briefing and induction, including safeguarding
-  Clarify and manage any potential conflicts arising from other professional roles or ethical codes (e.g. religious, medical, counselling)
-  Comply with all child protection, welfare, and whistleblowing requirements
-  Participate fully in safer recruitment processes, including DBS checks, and inclusion on the Single Central Record

Person specification



Essential

-  Commitment to safeguarding and promoting the welfare of children and young people
-  Ability to act with professional independence, discretion, and appropriate judgement
-  Strong understanding of confidentiality and the duty to breach confidentiality where a safeguarding risk is identified
-  Willingness to undertake safeguarding training and maintain up-to-date knowledge of:
 - School norms and expectations
 - Current safeguarding issues
 - National Minimum Standards for Boarding Schools
-  Strong IT skills to support communication and record-keeping (as appropriate to the role)
-  Excellent listening skills and the ability to build trust with children and young people

Desired

-  Experience of working with children or young people in an educational, pastoral, safeguarding, or welfare-related context

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-  Familiarity with independent or boarding school environments
-  Background in a role involving ethical or professional codes (e.g. education, healthcare, counselling, clergy, safeguarding)

General

-  Safeguarding and compliance with our Child Protection Policy

Application Procedure

If you feel you can meet the requirements of the post, I would be delighted to hear from you. Please complete the [application form](#) linked with this advert and send it, along with a covering letter, to:

Clair Beaty-Pownall, Director of People, peopleteam@portregis.com

Or via post to Port Regis, Motcombe Park, Shaftesbury, Dorset SP7 9QA at your earliest convenience.

Please read the Safer Recruitment Pack and Child Protection & Safeguarding Policy in conjunction with your application.

Safeguarding and Child Protection

Port Regis is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.

Diversity and Inclusion

Port Regis is committed to equality, diversity and inclusion. We encourage applications from a diverse range of suitably qualified candidates, including candidates wishing to work flexibly or requiring reasonable adjustments.