



ST AIDAN'S

VOLUNTARY CONTROLLED
PRIMARY SCHOOL



Head of School
Recruitment Pack 2025

Job advert

Position:	Head of School
Pay Range:	Leadership Group L10-14, Inner London
Contract type:	Full time with up to 0.2 teaching responsibility
Contract term:	Permanent
Start date:	1 September 2025
Reporting to:	Executive Headteacher and Governing Body
Location:	Stroud Green, Haringey (close to transport links)

St Aidan's Voluntary Controlled Primary is a one-form entry school with an on-site Nursery in Haringey, North London. We are situated in the heart of a socially-mixed and vibrant residential area between Finsbury Park and Crouch End. It is a successful and popular Church of England school serving the local community. We are proud of our strong network of staff, governors, parents and children who work together to make the school a happy and vibrant place. It has been described as a **'village school in the middle of London.'**

Our recent Ofsted inspection (July 2024) graded the school **outstanding in all areas.**

Due to the retirement of the Headteacher, St Aidan's VC Primary School has a fantastic opportunity for a warm, dynamic and inspirational leader to join us, **starting in September 2025.**

Our vision is to provide pupils with a high-quality education in a welcoming and inclusive community, where diverse strengths are recognised and valued: **'but now are they many members, yet but one body' (1 Corinthians 12:20)**

We are seeking a Head of School who:

- Has excellent people management skills and emotional intelligence
- Is a warm and enthusiastic leader who will inspire and empower others
- Is passionate about realising the potential of every child
- Will lead delivery of our school vision by example
- Is an outstanding teacher and can model good practice
- Is passionate about learning and working with children
- Is a strong communicator with children, parents, and staff
- Has a clear understanding of the needs of the school beyond the classroom
- Will support our Christian ethos
- Has a good understanding of school financial management

We offer:

- An exciting opportunity to work with an EHT to lead an outstanding school
- A school with high expectations that seeks to get the best out of everyone
- Pupils who are enthusiastic, friendly and motivated to learn
- Solid pupil numbers across all classes
- A committed community of staff, governors and parents
- A talented and caring staff team
- Excellent CPD opportunities and strong collaborative networks through Haringey Education Partnership and the LDBS (London Diocesan Board for Schools)
- A proactive Parent School Association

The successful candidate will have to meet the requirements of the person specification, job description, and will be subject to an enhanced DBS check and other relevant pre-employment checks. The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The school is an Equal Opportunity Employer committed to the promotion of equal opportunities and diversity.

All short-listed candidates will have online searches carried out as part of the recruitment process.

For details and an application pack:

<https://staidansprimaryschool.org.uk/our-school/work-for-us/>

Tours of the school are strongly encouraged: 24 & 25 April 2025

If you are unable to make these dates, please contact us and we will try our best to provide alternatives.

Application closing date: 1 May 2025 (midday)

Shortlisting: 2 May 2025

Interviews: 7 & 8 May 2025

For further information please contact admin@staidansprimaryschool.org.uk
Completed Haringey application forms (no CVs) should be emailed to the above address.

Governors reserve the right to make no appointment and re-advertise if they consider insufficient suitable candidate applications have been received.

Letter from the Chair of Governors

Dear Applicant,

Welcome to St Aidan's and thank you for your interest in the role of Head of School.

We are extremely proud of our school. We cultivate an environment where diverse strengths, cultures and experiences are recognised and valued. We welcome and include every member of the school community. Our vision draws inspiration from St Paul's first letter to the Corinthians, "**but now are they many members, yet but one body**". We work to provide strong foundations that give children the confidence and self belief to thrive academically and grow personally.

We are the only Voluntary Controlled Church of England school in the Diocese of London. This unique position enables us to enjoy the support of both the Local Authority and the Diocese. We warmly welcome children from all faiths, as well as those from non-faith backgrounds.

Together, staff, children, families and governors, make our school a place in which everybody feels valued. Our core values are at the very heart of St Aidan's:

community, sustainability, kindness, resilience, inclusiveness, peace

With our current Headteacher retiring at the end of the academic year, we are seeking an exceptional candidate to build on St Aidan's successes. In our last Ofsted inspection (July 2024) we were rated as outstanding in all areas. St. Aidan's has high expectations for all children and ensures they experience an excellent offer, every day.

Like many small schools, we have been planning for long-term sustainability and are appointing an Executive Headteacher for September 2025. This Head of School role presents an exceptional opportunity to work alongside our Executive Headteacher in a well-regarded local school, supported by dedicated staff and an engaged school community.

As a governing body, we are acutely aware of the challenges facing education today, including significant funding pressures and declining school rolls across London. We seek a Head of School with the vision, energy, and commitment to drive St Aidan's forward — someone who shares our passion for the school's future.

I hope that the information in our pack gives you a good sense of St Aidan's, but the best way to experience it is to visit us and meet our staff and children. We have set aside days for you to visit the school but are happy to arrange alternative dates.

Within this pack there are links to more information about the kind of school St Aidan's is, and that we hope you would love to join. I look forward to welcoming you to the school very soon.

Kind regards,

A handwritten signature in black ink, appearing to be 'HF' with a large, sweeping flourish underneath.

Helen Froggatt

Chair of Governors

Job description

Main Purpose

The Head of School is **responsible for the day-to-day running of St Aidan's** and ensuring it meets its educational aims and objectives.

Responsibilities

Under the direction of the Executive Headteacher, the Head of School will:

- Oversee the school, including:
 - Raising attainment
 - Monitoring progress
 - Implementing intervention and support strategies
- Plan for and monitor curriculum intent, implementation, and impact
- Lead and line manage the SLT and other relevant teachers/subject leaders by:
 - Supporting them to create, implement, and evaluate development plans
 - Mentoring, coaching, setting high standards, and challenging underperformance
- Liaise with the Haringey LA to manage admissions
- Ensure policy review and implementation reflects statutory best practices and meets legislation
- Seek opportunities to improve and develop activities within the school
- Provide accurate data and information to the Executive Headteacher, the Governing Body, External agencies (e.g., DfE, LA) and colleagues
- Act as a representative of the school, ensuring clear communication with employees and stakeholders
- Develop constructive relationships with other agencies and professionals
- Lead and contribute to school projects when required
- Support teachers in developing outstanding practices, setting high standards, and addressing underperformance
- Ensure the school continues to have an outstanding curriculum to prepare pupils for life beyond St Aidan's
- Ensure the highest Health and Safety standards are maintained
- Manage allocated budgets and oversee school resources
- Deputise in the absence of the Executive Headteacher, as directed by Governors
- Fulfil the professional responsibilities of a Headteacher, as set out in the School Teachers' Pay and Conditions Document (STPCD)

Qualities

The Head of School will:

- Uphold public trust in school leadership
- Maintain high standards of ethics, behavior, and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the pupils

Duties and Responsibilities

School Culture and Behaviour

Working in partnership with the Executive Headteacher, the Head of School will:

- Create a culture where pupils experience a positive and enriching school life
- Uphold educational standards to prepare pupils for their next phase of education and life
- Play a leading role in shaping the Christian ethos of the school, fostering intellectual, spiritual, moral, social, and cultural growth
- Conduct assemblies and acts of collective worship
- Actively involve the community in school life, fostering strong partnerships with parents
- Encourage high standards of behaviour through clear rules and routines
- Use consistent and fair approaches to managing behaviour, aligning with the school's behaviour policy

Teaching, Curriculum, and Assessment

- Model high-quality first teaching
- Ensure the use of valid, reliable, and proportionate approaches to assessing pupil knowledge and understanding
- Analyse and interpret school, local, and national data
- Ensure timely delivery of assessment data and analysis to governors
- Monitor the curriculum to ensure it continues to be broad, ambitious, well-structured, well-sequenced and coherent
- Maintain the delivery of high-quality teaching across all subjects and phases
- Lead pedagogy development through research application

Additional and Special Educational Needs (SEN) and Disabilities

- Promote inclusive practices that enable all pupils to access the curriculum
- Set ambitious expectations for pupils with SEN and disabilities
- Ensure effective collaboration with parents, carers, and professionals to support additional needs

Organisational Management and School Improvement

- Working alongside the Executive Headteacher to ensure delivery against the school's vision, ethos and strategic direction as set out by the Governing Body
- Oversee systems, processes, and policies to ensure smooth school operation
- Ensure the safety and welfare of staff and pupils through effective safeguarding measures
- Act as a line manager and performance manager for teaching staff
- Manage the day-to-day running of the school, including: duties, rotas, timetables, cover for colleagues, leading CPD and assemblies
- Manage staff workloads effectively
- Identify, manage, and mitigate risks
- Oversee and allocate financial resources efficiently
- Identify problems and barriers to school effectiveness, developing and implementing realistic school improvement strategies

Professional Development

- Ensure staff have access to high-quality professional development opportunities
- Stay updated with educational developments
- Pursue training and continuous professional development

Governance, Accountability, and Partnerships

- Understand and support effective governance, taking responsibility for school performance
- Ensure staff understand their professional responsibilities and are held accountable
- Ensure compliance with regulatory frameworks and statutory duties
- Foster collaboration with other schools and organisations
- Maintain strong professional relationships to enhance educational outcomes
- Work closely with the Governing Body, advising and reporting as needed

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Headteacher will carry out. The post holder may be required to do other duties appropriate to the level of the role.

Person specification

Qualification Criteria	
Qualified Teacher Status (QTS)	Essential
Qualified to teach and work in the UK	Essential
Designated Safeguarding Lead training (within the last two years)	Essential
Hold, or be completing, the national professional qualification for Headship award: NPQH	Desirable
Knowledge	
Extensive knowledge of the Primary National Curriculum	Essential
Knowledge and understanding of evidence-informed approaches to effective teaching and how pupils learn	Essential
Experience	
Experience of senior leadership as a Head of School, Deputy Headteacher or Assistant Headteacher for 2+ years	Essential
Experience of being the Designated Safeguarding Lead	Essential
Extensive experience teaching in the primary range	Essential
Experience working in leadership collaboratively within a partnership of schools	Desirable
Experience of leading whole school improvement as a SENCO to establish and sustain culture and practices that enable pupils with SEND to access the curriculum and learn effectively	Desirable
Experience of leading whole school improvement in teaching and learning to an outstanding level	Desirable

Experience in performance management	Desirable
Experience of setting, monitoring, and managing budgets successfully to achieve value for money	Desirable
Behaviours	
Serve in the best interests of the school's pupils	Essential
Conduct themselves in a manner compatible with their influential position in society by behaving ethically, fulfilling their professional responsibilities, and modelling the behaviour of a good citizen	Essential
Uphold their obligation to give account and accept responsibility	Essential
Take responsibility for their own continued professional development, engaging critically with educational research	Essential
Make a positive contribution to the wider education system through the school partnerships	Essential
Committed to the school's vision and values	Essential
A belief in the potential of every pupil to achieve	Essential
Motivation to continually improve standards and achieve excellence	Essential
Commitment to the safeguarding and welfare of all pupils and staff	Essential
Excellent attendance and punctuality	Essential
Other training and skills	
Willingness to undertake further training, including the NPQH	Desirable
Knowledge and experience of SIAMS (Statutory inspection of Anglican/Methodist Schools) inspection process	Desirable

What makes St Aidan's special?

This is what our parents, pupils and staff said in a school survey...

inclusive education **school** environment
kindness nurturing
learn **community** happy **Christian**
caring children individual **values**
friendly small **community** spirit
every child **staff** family feel respect

During our recent Ofsted, inspectors commented that...

'Pupils and staff at St Aidan's enjoy warm and respectful relationships within this small and close-knit community.

Staff know pupils well and this helps to ensure that they feel safe and are kept safe at school. Parents and carers are overwhelmingly supportive of the school'

(Ofsted report July 2024)

Joining a Voluntary Controlled school

St Aidan's is a Voluntary Controlled (VC) Church of England school and the only VC school in the London Diocese.

VC schools are maintained and run by the Local Authority (Haringey). They generally have a religious foundation which appoints some of the Governing Body (three of our members). The Local Authority employs staff and controls admissions and curriculum. The majority of the school's land and buildings are owned by the Local Authority.

We are similar to community schools in that:

- The Local Authority controls our pupil admissions: children do not need a recommendation from the church or to attend the local church in order to be accepted at St Aidan's
- We follow a multi-faith assembly programme
- We teach a multi-faith Religious Education syllabus
- We are a school which welcomes children from different faiths and non-faith backgrounds, but we have strong Christian principles and we expect all children, staff and stakeholders (our parents, carers and Governing Body members) to respect them
- Our school values are based on Christian principles and provide the focus for our half-termly assembly themes
- Every class has a prayer corner/area
- There is daily collective worship
- Children attend Holy Trinity church for major Christian festivals
- Children sing a combination of Christian and contemporary songs as part of weekly music assemblies
- Our children receive visits from the priests in charge of the local churches, Holy Trinity and Holy Innocents, who lead weekly assemblies

Understanding more about St Aidan's

Please have a look at our website and find out more about us:

<https://staidansprimaryschool.org.uk>

Our vision, ethos and values

<https://staidansprimaryschool.org.uk/our-school/school-ethos/>

Our school newsletters

<https://staidansprimaryschool.org.uk/new-and-events/newsletters/>

Our 2024 Governor report to parents and carers

https://staidansprimaryschool.org.uk/wp-content/uploads/2024/10/Gov.-school-report-23_24.pdf

Our Ofsted and SIAMS reports

<https://staidansprimaryschool.org.uk/our-school/school-performance/>
<https://reports.ofsted.gov.uk/provider/21/102132>

Key facts about St Aidan's

<https://www.compare-school-performance.service.gov.uk/school/102132/st-aidan-s-voluntary-controlled-primary-school/primary>

<https://staidansprimaryschool.org.uk/wp-content/uploads/2024/09/Data-2024.pdf>

Our contact details

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020 8340 2352

Map:  St Aidan's VC Primary School