St George's
C of E Primary School



HEADTEACHER RECRUITMENT PACK

Safeguarding Statement

The Governing Body of St George's C of E Primary School are committed to safeguarding and promoting the welfare of children and young people. Headteachers must ensure that the highest priority is given to following the updated guidance and regulations to safeguard children and young people (KCSIE) 2025. The successful candidate will be required to undergo an enhanced check from the Disclosure and Barring Service (DBS). As part of the recruitment process, the candidates will agree to a social media screening check. This is to ascertain whether each candidate's online presence ensures their suitability for the role.

Advert

St George's CofE Primary School are seeking to appoint a Headteacher.

School: St George's Church of England Primary School
Start Date: April 2027
Salary: L11 – L18 (£68, 691 - £81,457)
Contract: Full Time and Permanent
Job Expires: December 4th 2026
NQTs Considered: No

We are seeking to appoint a leader who can build on the achievements of the school as it progresses on the next exciting phase of its development.

WE NEED SOMEONE SPECIAL WHO:

- Has a passion for teaching and learning.
- Sets high expectations for all.
- Is a strategic leader with a clear vision for future progress.
- Is confident in implementing the new Ofsted framework.
- Is excited by the opportunity of a school improvement journey.
- Will inspire, motivate, challenge and support the pupils, staff, parents and wider community.
- Is passionately committed to helping all young people to achieve success and set their own high aspirations.
- Has a clear vision of educational excellence, how to achieve it and the ability to make it happen.
- Has excellent inter-personal, communication, analytical and organisational skills.
- Will uphold the school's strong Christian Ethos

WE CAN OFFER YOU A SCHOOL WITH:

- Children who are happy and confident and have real pride in their school and their own achievements.
- Caring and dedicated staff with effective and committed governors
- A richly diverse and inclusive school community with supportive parents
- A pupil population drawn from across the whole city
- A strong Christian Ethos

St George's Church of England Primary School is a Voluntary Aided school set in central Worcester with 170 children on roll (Pupil Admission Number is 30). The school received a Special Measures Judgement in September 2026 and are working with the Local Authority and Diocese on a rapid improvement journey. Applicants are welcome to contact the Co-Chairs of Governors to discuss. The school had a strong SIAMS Inspection outcome in November 2024.

Please view our website here for more information about the school, its achievements and the curriculum.

This 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 successful candidate will be subject to an Enhanced DBS clearance.

We actively encourage visits to our school to see just how special our children are and to meet our team. Please arrange directly with the school office by calling:

01905 619454

Closing date: 4th **December**
Shortlisting: If you are shortlisted you will be contacted on 7th **December**
Proposed interview date: **10th December – It is essential that applicants use the WM Jobs recruitment portal to apply. We cannot accept CVs.**

Letter from the Chair of Governors

Dear Applicant,

Thank you for considering applying for the role of headteacher at St George's CofE Primary school. We hope you find this pack informative, and look forward to receiving your application in due course.

We are seeking to appoint a candidate following the retirement of the previous head teacher at the end of the Summer Term 2026 after over ten years of dedicated service. The team you will be leading are committed to improving standards and outcomes for our children. The children themselves are encouraged to be independent, mature and kind towards everyone they encounter at school, and we would expect our new headteacher to continue to engender this spirit of learning and personal development when they join our team.

We are extremely proud of our school and would love you to visit so that you can experience the friendly, family atmosphere and see how committed we all are, staff, governors and children alike, to making our school the best place it can be. The children are our priority, and we need a headteacher who is passionate about the learning and well-being of each individual child; someone who can motivate and inspire staff and pupils; someone with an inclusive attitude, who will embrace our Christian ethos.

The Governing Body work closely with our school, supporting its strategic planning and direction. They strive to ensure that the school leaders feel supported whilst maintaining the purpose and requirements of school Governance. Encouraged by previous successful Ofsted inspections, we continue with a desire to improve and look forward to seeing how the newly appointed headteacher will implement new ideas and practices that positively impact the school community. Leading an already successful school which, being small, has its own challenges, we welcome innovative thinkers who can lead the school forwards as we aim to be the best school we can be.

Please submit your completed application form via the online portal.

Yours sincerely

Co-Chairs of Governors.

About our school

St George's CofE is a one form entry Voluntary Aided primary school set in central Worcester. The school has approximately 136 children on roll. We seek to offer all that is best about a small urban school. Our historic building sits close to our beautiful link church. We have an annual intake of up to 30 children and teach them in single age classes across the school.

We are very proud of our school and what we do.

St. George's is an inclusive, multicultural school where everyone works together to achieve our vision. We have high aspirations and are committed to the well-being of every child. We believe that every child has the right to work in a caring and secure environment where they are given a range of opportunities, both in and out of the classroom, to achieve their potential. Through working together, we aim to create a caring community where mutual respect is fostered for all members. We have high expectations of our pupils in all aspects of school life, including behaviour. We believe that parents, and the community, are vital partners in this process and we welcome input from you to benefit our pupils.

About our school

Ofsted

The Ofsted inspection of St George's CofE Primary School Worcester in September 2026 recognised a calm, safe environment, respectful relationships between pupils and staff, and a warm welcome at the start of the school day. Safeguarding standards were met, and pupils trusted staff to help keep them safe. Children in the early years benefited from caring, nurturing relationships, while wider opportunities across the school included sport, music, art, outdoor learning and community projects. These are important strengths on which the school can build.

The inspection was also clear about the scale and urgency of improvement required, judging that the school requires special measures. Achievement, curriculum and teaching, early years, inclusion, and leadership and governance were all evaluated as requiring urgent improvement; attendance and behaviour, and personal development and wellbeing, were judged to need attention. Too many pupils had significant gaps in their foundational knowledge, particularly in reading, writing and mathematics, and provision was not meeting the needs of pupils with special educational needs and/or disabilities or disadvantaged pupils effectively enough. Improving teaching, assessment and outcomes, alongside strengthening governance and accountability, is therefore central to the school's next phase.

About our school

Ofsted

Inspectors recognised that recently appointed interim leaders had identified appropriate priorities and begun to take swift action. Expectations for behaviour had been reset, and early signs of improvement in attendance included more pupils returning to full-time education. Plans were also in place to strengthen early years provision, staff development and support for pupils facing barriers to learning. These changes were at an early stage, and their impact on achievement was not yet evident. The headship therefore offers an opportunity to build on the school's caring relationships and emerging improvements, while providing the sustained leadership needed to secure a consistently good education for every child.

About our school

Statutory Inspection of Anglican and Methodist School (SIAMS)

Our SIAMS Inspection in November 2024 recognised us as a Good school.

The school's leadership structures create an environment in which both pupils and staff are able to flourish, supported by a coherent and dedicated community of adults, pupils, governors and parents. St George's is highly inclusive, ensuring that vulnerable pupils and those with SEND are nurtured and able to thrive. Warm, caring relationships underpin the school's strong focus on mental health and wellbeing, fostering deep trust across the community. Strong, positive links between the church and school further enrich school life, with the church actively engaging with the school's diverse community and warmly welcoming children and adults to social events and major festivals, affirming the school's Anglican foundation.

About our school

Vision and values

We are a welcoming, inclusive school where the diverse members of our school family are valued and respected. Each child is individually known and nurtured.

Though we are many parts, together we make one body, celebrating all our strengths and supporting everyone to flourish.

(Romans 12: 4 - 6)

Believe, Belong, Flourish

We **believe** in ourselves, each other and have faith.

We **belong** because we all have a place in our school community.

We **flourish** when we use our strengths to be the best we can.

We demonstrate our commitment to an inclusive learning community by

operating effective Safeguarding, Inclusion and Equality policies

promoting positive relationships through our Code of Behaviour

working as a team to promote our shared vision

Job Description

Salary: Leadership Point L11 – L18
Responsible to: The Governing Body, Local Authority and Diocese
Responsible for: All staff, volunteers and children within the school
General Duties and Responsibilities

To carry out the duties of the headteacher as set out in the current School Teachers' Pay & Conditions Document and aspire to fulfil the **National Headteacher Standards** (2020). These standards are built upon The Teaching Standards (2011) which apply to all teachers, including headteachers.

The appointment is subject to the current conditions of employment of headteachers, contained in the **School Teachers' Pay and Conditions** document and other current educational and employment legislation, including that of the Department for Education. In carrying out his/her duties, the headteacher shall consult, where appropriate, with the Local Authority, the Diocese, the governing body, the staff of the school, its pupils and the parents of its pupils.

This job description may be amended at any time following consultation between the headteacher and Governing Body. This document should be reviewed regularly, in line with the National Standards of Excellence for Headteachers, changes to the STPCD and through appraisal procedures.

The Primary Purpose of the Job

The headteacher embodies and inspires the ethos and culture of the school, securing their vision with all the members of the school community. The headteacher establishes and ensures a safe and secure environment for learning and teaching that empowers both staff and children to achieve their highest individual potential whilst giving due regard to teaching, leadership and management needs of the school.

Key Areas of Responsibility

Quality of Education

To hold central responsibility for raising the quality of learning and teaching, and for pupil achievement. This includes monitoring and evaluating the effectiveness of learning outcomes as well as setting high expectations. A successful learning culture will enable pupils to become effective, enthusiastic, independent learners, committed to life-long learning. The headteacher will do this by:

- Ensuring a consistent and continuous school-wide focus on pupil achievement, using data and benchmarks to monitor progress of every child's learning.
- Ensuring a culture and ethos that challenges and supports, so that all pupils can make good progress, achieve success and take ownership of their own learning.
- Demonstrating ambitious standards for all pupils.
- Ensuring all learners receive appropriate challenge and support appropriate to their needs.
- Challenging underperformance at all levels and ensure effective appropriate action and follow-up.
- Establish creative, responsive and effective approaches to learning and teaching.
- Determining, organising and implementing a diverse and flexible curriculum and ensuring a continuous effective assessment framework.
- Ensuring that learning is at the centre of strategic planning and resource management.
- Implementing strategies which secure high standards of behaviour and attendance within the ethos of a Church school.
- Monitoring, evaluating and reviewing classroom practice and promote improvement strategies where necessary.
- Leading by example, and teaching when and where required to do so.
- Taking a strategic role incorporating new and emerging technologies (which have proven benefit) to enhance and extend the learning experience of pupils.

Key Areas of Responsibility

Strategic Development

The Headteacher will work with the Governing Body, staff and other stakeholders to create a shared vision and strategic plan for the school development. This vision should express core educational values and moral purpose and be inclusive of stakeholders' values and beliefs. The strategic planning process is critical to sustaining school improvement and ensuring that the school moves forward for the benefit of its pupils, providing a world class education for pupils it serves.

The Headteacher will:

- Oversee and monitor the curriculum and its impact on learning.
- Understand the new Ofsted framework.
- Ensure the clear articulation of the Christian vision and values for the school; that this is shared, understood and acted upon effectively by all.
- Work within the school community including the Diocese to translate the vision into agreed objectives and operational plans, which will promote and sustain school improvement.
- Demonstrate the distinctive vision and values in everyday work and practice in order to develop a shared culture and positive climate.
- Ensure creativity, innovation and contemporary educational thinking to achieve excellence.
- Ensure that the strategic planning takes into account the diversity, values and experience of the school and community at large whilst maintaining the distinctive caring ethos of the school.

Key Areas of Responsibility

Personal Development and the Development of Others

Effective headteachers manage themselves and their relationships with others well; building and supporting a professional learning community that helps others to achieve. Through performance management and continuing professional development (CPD), the headteacher will support staff to achieve high standards. To manage the complexity of a school environment, be committed to their own continuing professional development, including distinctive training and development as appropriate for Church school leadership.

- Always treat people fairly, equitably and with dignity and respect, to create and maintain a positive school culture.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Instil a strong sense of accountability in staff for the impact of their work on pupils' outcomes.
- Develop and maintain effective strategies and procedures for staff induction, professional development and appraisal.
- Acknowledge the responsibilities and celebrate the achievement of individuals and teams.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities.
- Acknowledge the responsibilities and celebrate the achievement of individuals and teams.
- Develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.
- Regularly review own practice, set personal targets and take responsibility for own personal development.
- Manage own workload and that of others to allow appropriate work/life balance.

Key Areas of Responsibility

Leadership and Management

The headteacher will provide effective organisation and management of the school and seek ways of improving organisational structures and functions based on rigorous self-evaluation. The headteacher will ensure that the school and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment. These management responsibilities are to include the monitoring of the roles and responsibilities of those adults working in the school ensuring a happy workforce where roles are clearly identified and are mutually beneficial. The headteacher will ensure that resources are deployed to achieve value for money and should also seek to build successful organisations through effective collaborations with others.

- Create and maintain an organisational structure which reflects the school's values and enables the management systems, structures and processes to work effectively in line with legal requirements.
- Produce and implement clear, evidence-based improvement plans and policies for the development of the school and its facilities.
- Provide strategic oversight of SEND, ensuring statutory compliance, effective provision, strong progress outcomes, and line management of the SENCO to promote an inclusive, high-achievement culture for all learners;
- Ensure that, within an autonomous culture, policies and practices take account of the Diocesan, national and local circumstances, policies and initiatives.
- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and initiatives, receiving training where necessary to ensure a sound understanding of educational budgets and rigorous financial management.
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the visions and goals of the school.

Key Areas of Responsibility

Leadership and Management

- Establish rigorous, fair and transparent systems and measures for managing performance of all staff, addressing any underperformance, supporting staff to improve and valuing and sharing excellent practice.
- Manage and organise the school environment efficiently and effectively to ensure that it meets the needs of the curriculum and health and safety regulations.
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- Provide strategic oversight of Data Protection and GDPR compliance, ensuring robust information governance across the school and effective collaboration with the Data Protection Officer.

Key Areas of Responsibility

Working with Governors and wider Stakeholders

The headteacher responsibility to the whole school community in carrying out their responsibility. They are accountable to a wide range of groups; pupils, parents, carers, Governors, The Diocesan and Local Authority. They are accountable for ensuring that pupils enjoy and benefit from a high-quality education, for promoting collective responsibility within the whole school community and for contributing to the educational service more widely. Headteachers are legally and contractually accountable to the Governing Body for the school, its environment and all its work.

- Fulfil commitments arising from contractual accountability to the Governing Body.
- Work with the Governing Body (providing written information, objective advice and support) to enable it to meet its responsibilities.
- Further develop the school ethos which enables everyone to work collaboratively, share knowledge and understanding, celebrate success and accept responsibility outcomes.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation.
- Develop and present a coherent, understandable and accurate account of the school's performance to a range of audiences including Governors, parents and carers.
- Reflect on personal contribution to school achievements and take account of feedback from others.

Key Areas of Responsibility

Vision, Ethos and Community

Schools exist in a distinctive social context, which has a direct impact on what happens inside the school. The headteacher is committed to engaging with the internal and external school community to secure equity and entitlement. They will collaborate with other schools in order to share expertise and bring positive benefits to their own and other schools. They should work collaboratively at both strategic and operational levels with parents and carers and across multiple agencies for the well-being of all children. The headteacher shares responsibility for leadership of the wider educational system and should be aware that school improvement and community development are interdependent.

- To further continue and develop the school ethos, culture and curriculum which takes account of the richness and diversity of the school's communities, whilst maintaining the distinctive nature of the school.
- Ensure learning experiences for pupils are linked into and integrated with the wider community, including the Church community.
- Ensure a range of community-based learning experiences, building on links with the Church and the Diocese of Worcester.
- Create and maintain an effective partnership with parents and carers to support and improve pupils' achievement and personal development.
- Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enhance and enrich the school and its values within the wider community.
- Contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives.
- Collaborate with other agencies in providing for the academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families.
- Co-operate and work with relevant agencies to protect children.
- Create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment.

Key Areas of Responsibility

Safeguarding Children and Safer Recruitment

St George's CofE Primary School is committed to safeguarding and promoting the welfare of children and young people. The headteacher will be the Designated Safeguarding Lead. They are expected to demonstrate this commitment to safeguarding and promoting the welfare of children and young people. They will be expected to hold all staff, volunteers and governors accountable for their contribution to safeguarding regulations. Specifically:

- To ensure any policies and procedures adopted by the Governing Body are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable a designated person and other staff to discharge their responsibilities, including taking part in strategy discussions and other inter-agency meetings and contributing to the assessment of children.
- Ensure compliance with statutory "Keeping Children Safe in Education" requirements.
- Ensure compliance with Prevent duty guidance.
- All staff and volunteers feel able to raise concerns about poor or unsafe practice in regard to children and such concerns are addressed sensitively and effectively in a timely manner in accordance with agreed whistle-blowing practices.

Person Specification

Please see below the qualities we are looking for in our new headteacher. Evidence for these will be gathered from the application (A), during the interview (I) and from tasks undertaken on the day of interview (T). Each is categorised as essential (E) or desirable (D).

	E	D	Evidence
Qualifications			
QTS with degree level education or equivalent	•		A
Commitment to own continuing professional development in school leadership and management	•		A
National Professional Qualification for headteachers		•	A
Skills and Experience			
Having been a successful Senior Leader in an education setting	•		A I
Have high organisational skills appropriate to both the daily running and strategic development of the school	•		A I T
Experience of leading development, encouraging innovation and supporting others to this end	•		A I
Demonstrable ability to analyse pupil attainment and progression data, and to use this to improve standards of learning and teaching	•		A I T

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	E	D	Evidence
Strategic Direction and Development			
Ability to develop, communicate and implement a coherent and robust vision for the school in consultation with stakeholders	•		A I
Ability to guide, motivate, inspire and challenge others to achieve agreed aims	•		A I
Experience of school self-evaluation, improvement, monitoring and planning	•		A I T
Governance, Accountability and Compliance			
Ability to work with the Governing Body and an understanding of its statutory duties	•		I
Commitment to being transparent and accountable to parents, governors, external bodies and the local community	•		I
Experience of financial planning and budget management		•	A I

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	E	D	Evidence
Leadership and Management			
Ability to lead, inspire and develop the talents and abilities of staff	●		A I
Effective communication skills for a range of audiences	●		A I T
Evidence of making a key contribution to school improvement	●		A I
Ability to demonstrate innovative approaches to school improvement, leadership and governance		●	A I
Quality of Education			
A highly effective teacher with proven strong teaching in the primary classroom	●		A I
Experience of setting and achieving challenging goals for children of all abilities	●		A I
Experience of analysing pupil performance data to improve learning and teaching outcomes	●		A I T
Experience of delivering the 2014 National Curriculum and related assessment materials		●	A I
Ability to challenge underperformance in teaching outcomes and support improvements	●		I
Commitment to a curriculum that is balanced, creative which motivates the interests of all pupils	●		A I

Person Specification

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	E	D	Evidence
Safety and wellbeing of pupils			
Experience of and total commitment to safeguarding and protecting the welfare of pupils	•		A I
Ability to support an environment which encompasses all aspects of safety and well-being	•		A I
Working with the Wider Community			
Commitment and ability to work in partnerships with parents and the wider community	•		A I
Personal Qualities			
A clear enthusiasm for and love of learning	•		A I
Passionate about ensuring each and every child flourishes	•		A I
Excellent communication and interpersonal skills working with a range of audiences	•		A I
Highly organised with the ability to plan, prioritise, and coordinate complex workloads in a dynamic school environment	•		A I
A positive, proactive mindset with the ability to deal with challenging circumstances and issues	•		A I T
To have high expectations of all children irrespective of starting points	•		A T

Person Specification

Please see below the qualities we are looking for in our new headteacher. Evidence for these will be gathered from the application (A), during the interview (I) and from tasks undertaken on the day of interview (T). Each is categorised as essential (E) or desirable (D).

	E	D	Evidence
Values, Ethos and Commitment			
A commitment to the Christian ethos and values of the school and its close link with the Parish Church. An understanding and sympathy with the Church of England, and with those of other faiths or none.	•		A I T
A commitment to the highest educational and personal achievement for every child	•		A I
An understanding of the headteacher's position as role model for both staff and pupils	•		A I
Commitment to inclusion and equal opportunities for all staff and pupils.	•		A I

Selection Process

Visits to the School

School visits are strongly encouraged. Please call the school office on 01905 619454 to book a slot on the dates below:

Wednesday 2nd December

Thursday 3rd December

Applications

All applications must be made on the Worcestershire County Council application form. CVs will not be accepted.

Applications should be submitted by midnight on **4th December**

Please note that ALL applications will be acknowledged. If you do not receive acknowledgement within two working days, please contact the school office.

Shortlisted candidates will be informed on **7th December.**

Interviews

Shortlisted candidates will be invited to interview on **10th December**

Timescales

The successful candidate would be expected to take up the post in April 2027.

Pay Scale

The pay scale for this post is L11 – L18 dependent on experience and qualifications.

Safeguarding

"St George's CofE Primary School is an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All applicants will be subject to a full Disclosure and Barring Service check before appointment is confirmed."

Contact Details

St George's CofE Primary School,

St George's Lane North
Worcester,
WR1 1RD

01905 619454