



Assistant Headteacher

Application Pack



'Roots to grow and wings to fly'



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Welcome from the Chair of Governors

Welcome to Crudwell Church of England Primary School and thank you for your interest in leading our friendly, inclusive, vibrant community of children and staff.

Our school vision is to ensure that everyone has the 'roots to grow and wings to fly'. It is inspired by Psalm 1 and Isaiah 40:30-31. Roots and wings. We need them both. The roots of our community that nurture and help us grow to be the best possible versions of our ourselves. The wings of faith that allow us to soar freely into the future.

Our school values, based on Christian teaching, are Respect, Responsibility, Perseverance, Trust, Teamwork and Creativity. Through these values we strive to develop character and inspire everyone to achieve in a happy, fun and safe environment. This journey is summarised in our school motto: 'Learn, Create, Laugh, Grow'.

Our vision and values are at the core of everything we do. We support, encourage and nurture everyone to aspire to be the best possible versions of themselves so that they realise their full potential; both in their learning and in their relationships.

The Governing Body is seeking to appoint a new Assistant Headteacher with the enthusiasm, energy and leadership skills to help our school to continue to flourish. They will be working as part of an experienced staff team and supporting our recently appointed Headteacher, Mrs Jo Lee. The role will be offered as a 0.8 FTE.

Our school prides itself on its inclusive and caring ethos and culture, where everyone is valued and encouraged to realise their full potential. We believe in providing a holistic education that goes beyond academic achievement to develop the 'Whole Child'.

In 2022 Ofsted confirmed our school as GOOD, commenting that: *"Pride and respect are the cornerstones of this school. Pupils show an understanding of kindness, responsibility and concern for others in everything they do. Parents and carers feel similarly. They appreciate the school being a focus in the community. They value leaders' attention to developing their children into well-rounded citizens of the future."*

The school serves a varied rural community and also attracts many children from other catchment areas. The village of Crudwell has a population of approximately 1,000 and is situated in the northwestern corner of Wiltshire, close to the border with Gloucestershire, in a conservation area at the foot of the Cotswolds. The catchment area also includes the hamlets of Chedglow, Chelworth, Eastcourt, Murcott and West Crudwell. Crudwell itself is 4 miles north of Malmesbury and 7 miles south of Cirencester with easy access to the M4 and a mainline railway station at Kemble.

The school has spacious grounds with a Forest School, an abundance of sporting opportunities and clubs, and tuition available in music, dance and speech and drama. We have developed an exciting and engaging curriculum and have a recently refurbished library filled with high quality books to promote a love of reading.

We hope that any prospective candidate would wish to visit the school to get a feel for our happy learning environment at first hand. Please call the school office on 01666 577357 to make an appointment and Mrs Lee or another member of staff will be available to show you around. We are confident that you will find our school a rewarding place to work – one where you will be supported to achieve your professional goals. Should you wish to discuss the role of Assistant Headteacher further you can contact Mrs Lee at admin@crudwell.wilts.sch.uk .

Kind regards,

Tim Kaner

Chair of Governors (from Jan 1 2026)

'Roots to grow and wings to fly'

The School

Crudwell School was founded in 1670 and is now a Voluntary Controlled school.

At present the NOR is 131 and the school is organised into five classes, and for the 2025-26 intake the school received more 1st choice applications than places available. The school benefits from an excellent team of experienced and dedicated teachers along with the TAs and other support staff.

There is extensive parental support, and we are fortunate to have a very active PTA (the Friends of Crudwell School) which provides extra resources for the school. Inter-school activities are mainly based in the Malmesbury cluster of small primary schools sharing resources, training and sporting events.

We work collaboratively through the Hobbes Alliance, a local cluster of six primary schools, to share information and insights focusing on continuous improvement for the benefit of our children.

Wiltshire Council offers resources and coaching, enabling you to continue your professional development.

The school also enjoys a strong relationship with our local parish Church, All Saints Crudwell, and the support of the Bristol Diocese.

Facilities

The original Victorian part of the main building was erected circa 1857 and extended and modernised in 1970 and 2006. Within the main building there are two classrooms, a multipurpose hall with a kitchen attached, a school office, a dedicated Headteacher's office, and a library (refurbished 2023).

In addition, there is a double mobile building that houses a further two classrooms, a separate, newer, classroom, and a separate staff room. All areas are well maintained and to a high standard. Our school grounds, of around three acres, include two tarmac playgrounds, extensive playing field, forest school, wild area and a peace garden.

A catering partnership with two other local primary schools uses our kitchen facilities to produce school lunches for all three schools with all costs shared between the schools.

Pupil outcomes

Our pupils perform well in KS2 SATs with the results from 2025 illustrated below.

We are very pleased that our Year 1 Phonics results for 2025 was 100%. A great achievement.

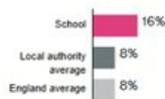
Pupils meeting expected standard in reading, writing and maths ?

[View as table](#)



Pupils achieving at a higher standard in reading, writing and maths ?

[View as table](#)



Average score in reading ?

[View as table](#)



Average score in maths ?

[View as table](#)



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Our inclusive ethos and Christian distinctiveness

Crudwell Church of England Primary School is a primary school within the parish of Crudwell, Malmesbury and the Diocese of Bristol.

We seek to provide a Christian environment which will enable pupils to become aware of and reflect upon their own experiences and those of others; and to discover meaning and value in such experiences which might reveal the love and presence of God.

We maintain strong links between our school and the local church, All Saints, Crudwell and the school is subject to a Statutory Inspection of Anglican and Methodist Schools (SIAMS) approximately every five years.

We are committed to the development of the 'Whole Child' which includes valuing all children equally and as individuals. We believe that our approach to our pupils' spiritual, moral, social and cultural development is fully inclusive and therefore nurturing and appropriate for all pupils, those of any faith and those of no faith.

We take account of diversity and value and respect freedom of religion and beliefs. We encourage children to share their own views, traditions, beliefs and understandings across a wider range of issues and subjects within the curriculum with each other in ways which are accepting, tolerant and respectful of others.

For more information:

[School website](#)

[Ofsted report September 2022](#)

[SIAMS report December 2021](#)

[Performance data](#)

[School Location](#)



'Roots to grow and wings to fly'

Assistant Headteacher – the person and the role

The children, staff, parents/carers and Governors of Crudwell Church of England Primary School are excited to welcome a new Assistant Headteacher who will play a key role in shaping the next stage of our school's development. This is a fantastic opportunity to join a warm, thriving village school with strong values, a vibrant curriculum and a committed, supportive community.

We seek an Assistant Headteacher who will:

- Be an active, visible presence within school life, building positive relationships with pupils, staff, families and the wider community.
- Support the Headteacher through confident, collaborative leadership that draws on the skills and strengths of the whole team.
- Bring fresh ideas, enthusiasm and professional curiosity, helping to nurture a culture of continuous improvement.
- Value teamwork and shared expertise, recognising the opportunities offered by collaboration both within and beyond our school.
- Be an experienced and highly effective classroom practitioner who models excellent teaching and learning.
- Uphold and embody our Christian ethos, values and vision in all aspects of school life.

About the Role

Following an internal promotion, we are recruiting an Assistant Headteacher with experience across Key Stages 1 and 2 to contribute to both the strategic direction and daily leadership of our school. In this role you will:

- Champion the school's vision, values and high expectations.
- Work as part of the Senior Leadership Team (SLT) to drive whole-school priorities.
- Lead and support staff effectively, promoting strong teamwork and high morale.
- Monitor, evaluate and report on pupil outcomes and school performance.
- Ensure the highest standards of safeguarding, behaviour and wellbeing.
- Deputise for the Headteacher when required.
- Teach 0.6 FTE (Actual working pattern can be discussed at interview.).

You will be:

- An experienced teacher with proven impact across Key Stages 1 and 2.
- A reflective and aspirational leader with a commitment to school improvement.
- An excellent communicator who builds trust and positive relationships.
- A supportive, empowering colleague who leads by example.
- Someone who places children's welfare, learning and personal development at the heart of every decision.

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Job details

Salary: L1-L5
Hours: 0.8 FTE (0.6 class teaching/ 0.2 non-contact leadership time)
Contract type: Permanent
Reporting to: Headteacher
Responsible for: Teaching and Learning, including line-managing TAs

Main purpose

The assistant headteacher will support the headteacher in:

- Communicating the school's vision compellingly and supporting the headteacher's strategic leadership
- The day-to-day management of the school
- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Monitoring progress towards meeting the school's aims and objectives
- Be an excellent class teacher
- Required to undertake any of the duties delegated by the headteacher.

Duties and responsibilities

School culture and behaviour

- Under the direction of the headteacher, the assistant headteacher will:
- Create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy
- Encourage high levels of pupil attendance and help to uphold a school culture of safety, enjoyment, and engagement with learning to support attendance

Teaching, curriculum and assessment

Under the direction of the headteacher, the assistant headteacher will:

Establish and sustain high-quality teaching across subjects and phases, based on evidence

Ensure the teaching of a broad, structured and coherent curriculum

Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities

Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum

Ensure the use of evidence-informed approaches to reading so all pupils are taught to read and that up-to-date evidenced based research is used effectively for school improvement.

Additional and special educational needs and disabilities (SEND)

Under the direction of the headteacher, the assistant headteacher will:

- Promote a culture and practices that allow all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEND
- Make sure the school works effectively with parents, carers and professionals to identify additional needs, and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND Code of Practice

Organisational management and school improvement

Under the direction of the headteacher, the assistant headteacher will:

- Establish and oversee systems, processes and policies so the school can operate effectively and efficiently
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of duty of care
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Ensure effective use of budgets and resources
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure school improvement strategies are effectively implemented

Staff management and professional development

Under the direction of the headteacher, the assistant headteacher will:

- Performance-manage teaching assistants, including carrying out appraisals and holding staff to account for their performance
- Manage staff well, with due attention to workload
- Ensure staff have access to appropriate, high-quality professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet their own needs

Governance, accountability and working in partnership

Under the direction of the headteacher or deputy headteacher, the assistant headteacher will:

- Work with the governing board as appropriate
- Make sure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

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 assistant headteacher will carry out.

The postholder may be required to do other duties appropriate to the level of the role.