

St Anne's Fulshaw CE Primary School

Nursery Lane, Wilmslow, Cheshire. SK9 5JQ

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www.stannesfulshaw.net



Headteacher Recruitment Pack



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St Anne's Fulshaw Church of England Primary
School

Nursery Lane, Wilmslow, Cheshire, SK9 5JQ

Headteacher: Ms Clare Daniel BA (Hons), PGCE, NPQH

Telephone: 01625 523536

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Dear Applicant

Thank you for your interest in St Anne's Fulshaw, and for considering becoming our next Headteacher. The governors are very proud of St Anne's. The school and church celebrate their 150th anniversary this year and we are looking forward to welcoming a new inspirational leader for our school community to take us into the next phase of the school's history.

Our current Headteacher is retiring after 22 years of dedicated service to both our school and community, and we hope to make an appointment for a September start.

At St Anne's we are proud of our kind, nurturing learning community where life is lived to the full. Our inclusive approach, based on a strong foundation of Christian values, ensures that everyone is welcome, is valued, has high aspirations and is given opportunity to flourish in every area of life.

We have a stable, experienced and committed team of teachers and staff, an active PTA and a supportive Governing Board and all are focused on the continued success and development of the school. We believe that our pupil's prospects are enhanced by a strong working relationship between parents, teachers, governors and the Church itself.

Like all schools we are facing a challenging environment in terms of both financing and increasing SEND requirements. We will be looking for a leader who can work effectively and collaboratively to further the growth of the school.

If what you see inspires you, we look forward to receiving your application. If you have any pre-application questions please email me at mdrabble@stannesfulshaw.net and if you would like to look round our school to get a better feel for us, please email admin@stannesfulshaw.net

With kind regards,

Maxine Drabble
Chair of Governors



St Anne's Fulshaw Church of England Primary School
Nursery Lane, Wilmslow, Cheshire, SK9 5JQ

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Headteacher (0.4 teaching commitment)

For September 2026

Indicative pay range: L8 – L12; Current NOR – 72; School Group: Group 1

Contract term: Permanent

Contract type: Full-time

The Governing Board is excited to welcome a new inspirational leader to our school community to take us into the next phase of the school's history.

St Anne's Fulshaw is a voluntary controlled Church of England Primary School sitting in the heart of Wilmslow's Fulshaw community. We were rated Good in our last OFSTED inspection (March 2023) which stated:

'Pupils' behaviour is impeccable. They are deeply respectful and considerate of each other ...Pupils are extremely eager learners. They comment that their teachers make learning fun.'

As a Church of England School, we also have a SIAMS inspection. Our last inspection was in 2018 when we were rated as Outstanding and the report stated "St Anne's Fulshaw is an extremely happy, caring and inclusive school... Those with additional needs are effectively supported with careful thought given to each pupil as an individual."

We have a Reception class and three mixed age classes.

St Anne's Fulshaw is a family where every member of staff knows each child and we are proud to work in partnership with families to ensure that our children reach their full potential. Our small size and small class sizes ensure lots of individual care and attention for each child and we welcome a diverse range of pupils from both the local community and further afield.

We are looking for a leader who:

- Is a dedicated and inspirational leader
- Supports our Christian values and works with integrity and moral purpose
- Can communicate well and build collaborative relationships with staff, pupils, parents/carers, the local community and the Parish Church
- Will maintain the nurturing ethos of the school and build upon our current successes and strengths
- Is committed to continuously improving outcomes for all
- Prioritises safeguarding, welfare and the wellbeing of pupils and staff

We can offer the chance to work with:

- Happy, friendly and well-behaved pupils who enjoy all that our school has to offer
- A dedicated and experienced staff team who are fully committed to continuous improvement
- A supportive Governing Board who keep the wellbeing and education of our pupils at the heart of every decision they make

| Dates | Activity |
|--|---|
| Thursday 16 th April 2026 at 1.00pm | Tour of the school for prospective candidates |
| Thursday 23 rd April 2026 at 2.30pm | Tour of the school for prospective candidates |
| Friday 24 th April 2026 at 9am | Advertisement closure |
| Tuesday 28 th April 2026 | Shortlisting |
| Friday 1 st May 2026 | Activities day |
| Tuesday 5 th May 2026 | Interviews |

Visits to the school are warmly welcomed, so that applicants can experience, first-hand, the atmosphere that makes our school so special. To arrange a visit, please contact admin@stannesfulshaw.net or telephone 01625 523536

Application forms can be obtained from the School Governance Team, 5th Floor Delamere House, c/o Municipal Buildings, Earle Street, Crewe, CW1 2BJ. Telephone: 0300 123 5036

Email: schoolgovernanceeast@cheshireeast.gov.uk

Application forms to be returned by **9am on Friday 24th April 2026** to the School Governance Team, 5th Floor Delamere House, c/o Municipal Buildings, Earle Street, Crewe, CW1 2BJ. Telephone: 0300 123 5036

Email: schoolgovernanceeast@cheshireeast.gov.uk

You may provide a supporting letter with your application; this should not exceed two sides of A4 paper, font size 12. Please do not restate the factual details already included elsewhere on the application form.

The successful applicant will be subject to the conditions of employment for Head Teachers contained in the School Teachers' Pay and Conditions document 2025 and other current education and employment legislation.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, and external agencies to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act 1974, and the successful applicant will require an enhanced DBS check. As the post will involve regulated activity with children, it is a criminal offence to apply for this post if you are included on the children's barred list held by the DBS. Other safer recruitment checks including an on-line check for shortlisted candidates will be undertaken.



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St Anne's Fulshaw Primary School Headteacher Job Description

St Anne's Fulshaw is a family where every member of staff knows each child and we are proud to work in partnership with families to ensure that our children reach their full potential.

The Headteacher is the prime mover in creating, inspiring and embodying the Christian character and culture of this Church school, securing its vision with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential and live life in all its fullness.

Thus, the core purpose of the Headteacher is to provide professional leadership and management for the school within the context of the Trust Deed and the Church of England's vision for education. This will promote a secure foundation from which to achieve high standards in all areas of the school's work. To gain this success the Headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. The Headteacher must establish a culture that promotes excellence, equality and high expectations of all pupils within a strong Christian ethos to enable them to 'live life in all its fullness' (John 10:10). In leading this church school, the Headteacher will ensure that it is educating for wisdom, knowledge and skills; for hope and aspiration; for community and living well together; and for dignity and respect (Church of England's vision for education).

The Headteacher is the leading education professional in the school. Accountable to the governing board, the Headteacher provides leadership and direction for the school and ensures that it is managed and organised to meet its aims and targets. The Headteacher, working with others, is responsible for evaluating the school's performance to identify the priorities for continuous improvement and raising standards; ensuring equality of opportunity for all; developing policies and practices; ensuring that resources are efficiently and effectively used to achieve the school's aims in accordance with its mission statement, and for the day-to-day management, organisation and administration of the school.

The Headteacher, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, local churches, local and wider diocesan schools, other services

and agencies for children, the Local Authority, Diocesan officers, higher education institutions and employers. Through such partnerships and other activities, Headteachers play a key role in contributing to the development of the education system as a whole and collaborate with others to raise standards locally.

Ethics and professional conduct

The Headteacher is expected to demonstrate consistently high standards of principled and professional conduct and is expected to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

The Headteacher is to uphold and demonstrate the [Seven Principles of Public Life](#) at all times. Known as the Nolan principles, these form the basis of the ethical standards expected of public office holders:

- selflessness
- integrity
- objectivity
- accountability
- openness
- honesty
- leadership

The Headteacher upholds public trust in school leadership and maintains high standards of ethics and behaviour. Both within and outside school, the Headteacher will:

- build relationships rooted in mutual respect, and at all times observe proper boundaries appropriate to their professional position
- show tolerance of and respect for the rights of others, recognising differences and respecting cultural diversity within contemporary Britain
- uphold fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensure that personal beliefs are not expressed in ways which exploit their position, pupils' vulnerability or might lead pupils to break the law

Main Duties

School culture

Within the school's Christian character, the Headteacher will:

- establish and sustain the school's Christian vision and ethos, founded on Christian values and moral purpose, and its strategic direction in partnership with those responsible for governance and through consultation with the school community

- create a culture where pupils experience a positive and enriching school life that enables them to flourish.
- uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and to experience life in all its fullness
- promote positive and respectful relationships across the church school community and a safe, orderly and inclusive environment
- ensure a culture of high staff professionalism
- secure knowledge and understanding of church school distinctiveness, keeping up with national and diocesan developments and ensure high quality RE and collective worship.
- lead creative Christian collective worship that engages with the school's Christian vision and values, enabling the community to flourish and grow spiritually.

Teaching

Within the schools' Christian character, the Headteacher will:

- establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains
- ensure effective use is made of formative assessment

Curriculum and assessment

Within the schools' Christian character, the Headteacher will:

- ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught
- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities
- ensure that all pupils are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics in schools that teach early reading
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum

Behaviour

Within the school's Christian character, the Headteacher will:

- establish and sustain high expectations of behaviour for all pupils, built upon the school's Christian vision, relationships, rules and routines, which are understood clearly by all staff and pupils

- ensure high standards of pupil behaviour and courteous conduct in accordance with the church school's behaviour policy
- implement consistent, fair and respectful approaches to managing behaviour
- ensure that adults within the school model and teach the behaviour of a good citizen and reflect Christian values.

Additional and special educational needs and disabilities

Within the school's Christian character, the Headteacher will:

- ensure the school holds ambitious expectations for all pupils with additional and special educational needs and disabilities
- establish and sustain culture and practices that enable pupils to access the curriculum and learn effectively
- ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate
- ensure the school fulfils its statutory duties with regard to the SEND code of practice

Professional Development Systems and Process

Within the school's Christian character, the Headteacher will:

- ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
- ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning. This includes the development of future church school leaders.
- ensure that professional development opportunities include access to good quality CPD that supports the understanding of church school ethos and areas inspected under SIAMS.

Organisational management

Within the school's Christian character, the Headteacher will:

- ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention paid to workload

- establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk

Continuous school improvement

Within the school's Christian character, the Headteacher will:

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement
- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's Christian context
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time

Working in partnership

Within the school's Christian character, the Headteacher will:

- forge constructive relationships beyond the church school, working in partnership with parents, carers, the parish and local community and the Diocese.
- commit their school to work successfully with other schools and organisations, including the Diocesan Education team and Diocesan schools in a climate of mutual challenge and support
- establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils

Governance and accountability

Within the school's Christian character, the Headteacher will:

- understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility
- establish and sustain professional working relationship with those responsible for governance
- ensure that staff know and understand their professional responsibilities and are held to account
- ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties

Additional Requirements

This job description outlines the main duties of the post, incorporating the Department for Education Headteachers' Standards 2020, but does not exclude other duties which may be undertaken to ensure the efficient operation of the school. Other duties required will be consistent with those listed above and appropriate to the title and grade of the post.

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

The Headteacher will be required to safeguard and promote the welfare of children and young people and is expected to demonstrate this commitment, holding all staff and volunteers accountable for their contribution to the safeguarding regulations.



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St Anne's Fulshaw Primary School Headteacher Person Specification

| | MINIMUM ESSENTIAL REQUIREMENTS | ESSENTIAL(E)/DESIRABLE (D) |
|---|---|-----------------------------------|
| | Experience/Qualifications/Training | |
| 1 | Degree level qualification with Honours/Qualified Teacher Status | E |
| 2 | Experience in a Senior Leadership role and evidence of substantial and successful experience including curriculum development, monitoring and assessment | E |
| 3 | Evidence of continuing professional development, such as NPQH, CEPGH or a Masters | E |
| 4 | Proven ability to work collaboratively and transparently with a range of stakeholders, including pupils, parents, governors, the wider community, parish, the Local Authority and Chester Diocese | D |
| 5 | Evidence of recent safeguarding training or qualifications | E |
| | Shaping the Future | |
| 6 | The ability to think strategically, be fully committed to sustaining and developing the school's Christian values and to lead by example | E |
| | Leading, Learning and Teaching | |
| 7 | Good understanding of what contributes to successful learning and the ability to promote the most effective teaching strategies to bring this about | E |
| 8 | Analyse and use a full range of evidence including performance data and external reports to support, monitor, evaluate and improve aspects of the school | E |

| | | |
|----|---|---|
| 9 | Monitor and evaluate the effectiveness of learning and teaching including its outcomes in terms of standards, achievement, personal development and wellbeing, being able to acknowledge excellence and challenge poor performance across the school to improve the quality of learning | E |
| 10 | Possess ICT skills relevant to headship and a sound knowledge of the role of ICT in teaching and learning across the curriculum | D |
| | Developing Self and Working with Others | |
| 11 | The ability to foster an open, fair, equitable culture and manage conflict within the distinctive ethos of a Church school | E |
| 12 | Develop, empower and sustain individuals and teams | E |
| 13 | Give and receive effective feedback and act to improve personal feedback | E |
| | Managing the Organisation | |
| 14 | The ability to manage the school's financial, physical and human resources effectively | E |
| 15 | Delegate management tasks and monitor their implementation | D |
| 16 | Prioritise, plan and organise themselves and others | D |
| 17 | Make professional, managerial and organisational decisions based on informed judgements | D |
| | Securing Accountability | |
| 18 | Demonstrate an understanding of current Government and DfE legislation and statutory guidance with a commitment to work with the Governing Board, LA and Diocese in the fulfilment of this role | E |
| | Strengthening Community | |
| 19 | The ability to engage in a dialogue which builds partnerships and community consensus on values, beliefs and shared responsibilities whilst maintaining the Christian character of the school | D |
| | Safeguarding | |
| 20 | Commitment to safeguarding and promoting the welfare of children by building a safe learning environment | E |
| | Professional and personal qualities | |
| 21 | Passionate about delivering high quality education to children | E |
| 22 | Inspiring, charismatic, resilient and empowering with proven leadership skills | D |

| | | |
|----|---|---|
| 23 | Excellent interpersonal and communication skills | D |
| 24 | Ability to manage work/life balance demonstrating professionalism, loyalty and integrity with humour and humility | D |