

**ALL SAINTS' CE PRIMARY SCHOOL**

Summer 2025

# **HEADTEACHER RECRUITMENT PACK**



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**PREPARED BY**

**ALL SAINTS' CE PRIMARY SCHOOL GOVERNORS**



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# Letter from the Chair of Governors

Dear Headteacher applicant,

On behalf of the Governors, I would like to thank you for your interest in becoming Headteacher of our Primary school. This role presents an exciting opportunity for an inspiring leader to continue and develop the excellent work already happening throughout our school.

Everything we do at All Saints' is underpinned by our clear Christian vision:

## **Inspired by Christ - Reaching out to all - Being the best we can be**

Our Headteacher will lead a happy and secure Christian environment in which every child is able to fulfil their potential and flourish with their God-given talents.

We are looking for a strong and committed leader who will continue to promote our values both within and outside the school community whilst ensuring a high quality of education for all the pupils. We are a thriving and happy one-form entry primary school, based in the Parish of Friern Barnet, with a strong relationship with All Saints' Church. We are a successful school that has always been driven by our values within every area of the curriculum. This is tied to our commitment to educate our children to be 'Changemakers' who understand the positive impact they are able to have on the world. This role provides a great opportunity to continue this work.

We are blessed to serve a richly diverse community and are proud that all our staff and children have a deep sense of belonging and security within All Saints'. As a small school, we value our nurturing environment where every child is known by all the adults. We have an experienced and dedicated staff who work as a team to develop and implement our individual curriculum. Our parents are amazingly supportive, holding many hugely successful fundraising events throughout the year. The successful candidate will build upon this work, along with the Governing board, to continually improve and meet the challenges of the current day.

You are welcome and encouraged to come and visit us at All Saints' where you will be able to form your own opinion about our unique and inclusive Christian character.

I wish you every success in your application and look forward to welcoming you to our school.

Best wishes

Elaine French, Chair of Governors

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# We are looking for a Headteacher with:

- A proven track record of bringing about excellent outcomes for pupils
- The best interests of pupils and the highest ambitions for all pupils, as the guiding principles of personal practice
- A strong vision and someone who fully understands the Christian distinctiveness of a Church of England school
- Substantial and successful teaching and leadership experience in the primary setting
- A collaborative approach to work with colleagues in other schools
- Care and compassion alongside high expectations of all stakeholders

# What we can offer at All Saints':

- The opportunity to lead a highly motivated, ambitious team dedicated to the needs of all pupils
- Staff with a range of experience and the capacity to manage distributive leadership
- A reputation for developing future school leaders
- A school with a strong ethos of inclusion
- A supportive community eager to help the school improve
- Governors committed to your professional development
- Governors with a genuine concern for the wellbeing of school leaders, who understand the challenges facing schools



All Saints N20

# All Saints' Church, N20



In January 2025, All Saints' Church appointed Revd Gospel Iwuoha as the new Priest-In-Charge. Revd Gospel has 3 children at the school and it has been a pleasure getting to know him and his family over the last term.

The relationship between the church and the school is dynamic and mutually beneficial. We have always had weekly collective worship in school and the vicar contributes to teaching the RE curriculum where appropriate.

Once a month, the school go to church for a school service and different classes regularly come in for lessons.

The 'parable of the sower' is all about action. Together with the church, the staff regularly reflect on how we can put the parable in action and collaboratively serve the children and families entrusted to our care.



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# OUR SCHOOL VISION

The All Saints' community is inspired by 'The Parable of the Sower'.



*'Again, he began to teach beside the lake. Such a very large crowd gathered around him that he got into a boat on the lake and sat there, while the whole crowd was beside the lake on the land. He began to teach them many things in parables, and in his teaching, he said to them: 'Listen! A Sower went out to sow. And as he sowed, some seed fell on the path, and the birds came and ate it up. Other seed fell on rocky ground, where it did not have much soil, and it sprang up quickly, since it had no depth of soil. And when the sun rose, it was scorched; and since it had no root, it withered away. Other seed fell among thorns, and the thorns grew up and choked it, and it yielded no grain. Other seed fell into good soil and brought forth grain, growing up and increasing and yielding thirty and sixty and a hundredfold.' And he said, 'Let anyone with ears to hear listen!'*

*- Mark 4.1-9*

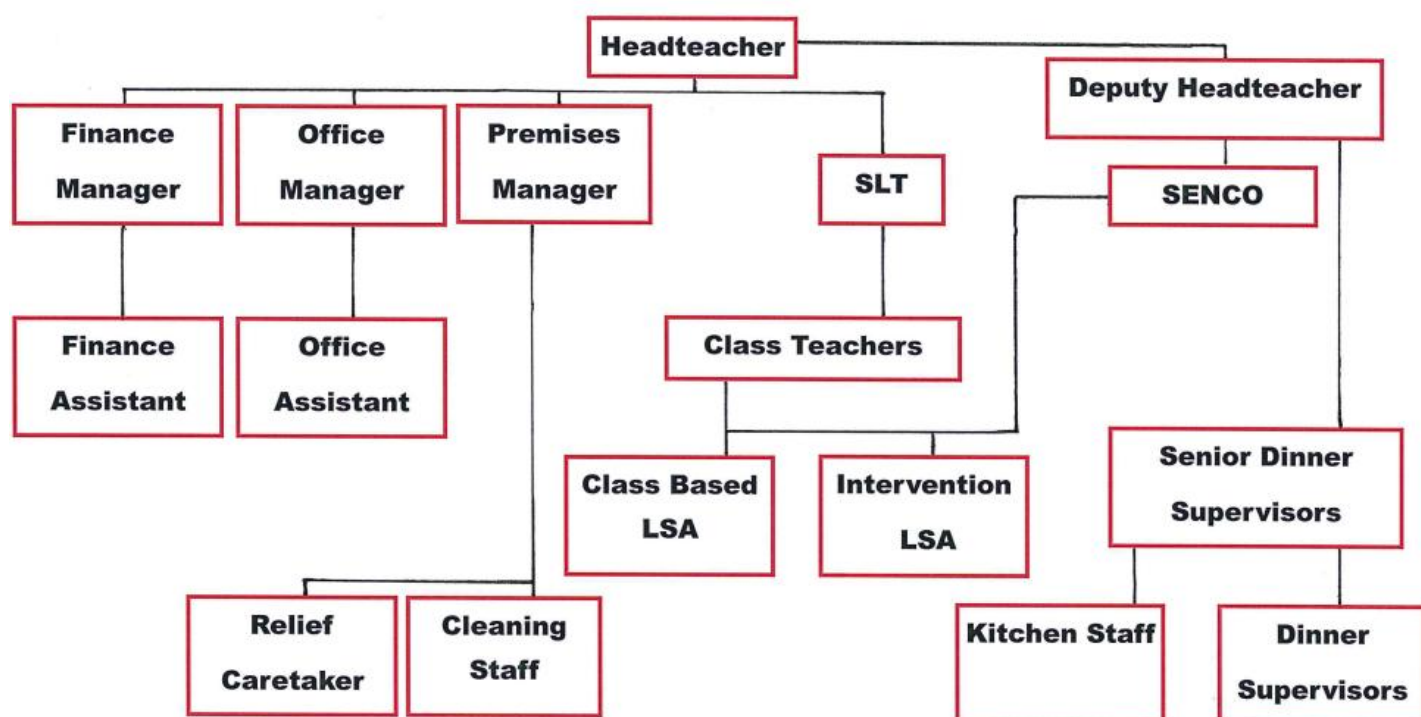
***Inspired by Christ, reaching out to all, being the best we can be***

As Christ the Sower offered his love freely and for all, so at All Saints' we seek to nurture Christ's love and his image in all our children. Working in partnership with each student, their families, and carers, we pledge to help them grow into happy, confident, and independent young people, whose enquiring minds will flourish in the world, seek after the truth, and serve others.

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# STAFFING STRUCTURE

## 2024-2025



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# LDBS SCHOOL

## **Why join a school that is part of the London Diocese Board for Schools?**

LDBS schools are incredibly popular with parents with applications per LDBS reception place, far outstripping non-LDBS schools.

## **Here's a few ideas of what makes these schools in the LDBS special:**

- Opportunity to work within a school which is driven and shaped by its own unique and distinctive Christian vision
- To work within a school community where emphasis is placed on enabling and empowering all to flourish – both adults and pupils
- Opportunities to have a close partnership with the local church
- An environment in which everyone is valued and of great worth, a 'family' community
- Support available from the Diocese, including support from the school's link adviser, HR Officer, Buildings Officer and Governance Advisor
- High quality CPD available from the Diocese for teachers, leaders and Governors. Specific training available to equip leaders to lead in Church schools
- Financial support available for school buildings through the maintenance programme
- Opportunity to link with the wider Diocesan family by networking with leaders and schools from other boroughs within the Diocese





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# BACKGROUND INFORMATION

As of Summer 2025

240 PUPILS ON ROLL

(including Nursery)

65 SEN Children	27%
17 EHCP Children	7%
46 Receiving Any Premium Ever (FSM ever/PP/Service Children)	23%
Pupils with a Black, Asian or Minority Ethnic Background	72%

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# OUTCOMES FOR PUPILS AT ALL SAINTS'

Strong outcomes by the end of Key Stage 2 demonstrate the strength of teaching and learning at All Saints'. Whilst there is still lots to improve, children are ready to thrive under new leadership.

## School Data by the end of Key Stage 2 in 2023/24

Children working at the expected level in reading (2023/24)	Children working at the expected level in writing (2023/24)	Children working at the expected level in mathematics (2023/24)	Children working at the expected level in reading, writing and mathematics combined (2023/24)
80%	67%	77%	61%
Children working above the expected level in reading (2023/24)	Children working above the expected level in writing (2023/24)	Children working above the expected level in mathematics (2023/24)	Children working above the expected level in reading, writing and mathematics (2023/24)
30%	27%	23%	13%

For further details of the school population, finances and historical outcomes for pupils please visit the Department for Education School Comparison Website.

[School Performance on the DfE Website](#)

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Summer 2025

# HEADTEACHER RECRUITMENT PACK

## APPENDIX





## **Job Description – Headteacher**

### **All Saints' CofE Primary School, N20**

**Salary:** L15-L21 (plus Outer London weighting)

**Contract type:** Full-time permanent contract

**Reporting to:** Board of Governors

**Responsible for:** All grades of staff employed by the school

### **Main purpose**

The headteacher will:

- Provide effective leadership for All Saints' CofE Primary School, securing success and continuous improvement across the whole school, ensuring high quality education for all pupils and the highest standards of learning and achievement in accordance with statutory requirements. As a Church of England School, the Headteacher will be required to uphold and promote the schools' Christian vision, ethos and values within day-to-day working practices.
- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Allocate and manage financial resources appropriately, efficiently and effectively
- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Serve in the best interests of the school's pupils
- Achieve any performance criteria, objectives and targets agreed with, or set by, the school's Governing Body



## **Duties and responsibilities**

### **Shaping The Future**

The headteacher will:

- Establish and implement a strategic plan that inspires and motivates all stakeholders, which ensures pupils achieve high standards and develop in all aspects of their education and reflects the needs of both school and their communities
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Ensure these school improvement strategies are effectively implemented
- Monitor progress towards achieving the school's aims and objectives

### **School culture and behaviour**

The 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, and enable them to be the best they can be.
- 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 and Christian vision





## **Teaching, curriculum and assessment**

The headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- 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 that all pupils are taught to read

## **Additional and special educational needs (SEN) and disabilities**

The headteacher will:

- Promote a culture and practice that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Ensure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Ensure the school fulfils statutory duties regarding the [SEND Code of Practice](#)



## **Leading and Managing the school**

The headteacher will:

- Create an organisational structure that enables the management systems, structures and processes to work effectively in line with legal requirements
- Ensure the school's policies are regularly reviewed and updated, particularly those which are required by law, and that these are implemented effectively
- Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities
- Recruit, retain and deploy staff appropriately and manage their workload to achieve the strategic vision and goals of the school
- Implement successful performance management processes with all staff
- Manage and organise the school environment efficiently and effectively to ensure it meets the needs of the curriculum and health and safety regulations
- Ensure that the range, quality and use of all available resources are monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money
- Use technology effectively and efficiently within the school.
- Ensure rigorous approaches to identifying, managing and mitigating risk

## **Professional development**

The headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs



## **Safeguarding**

The headteacher will:

- Ensure that there are effective, robust safeguarding procedures in place, which cover all statutory requirements, including effective reporting systems.
- Take responsibility for ensuring that all staff understand and follow safeguarding policies and procedures
- Ensure that all teaching and support staff are fully inducted in, and made aware of, the school safeguarding procedures including knowing the names of the Designated Safeguarding Leader and the Deputy Safeguarding Leader
- Be responsible for monitoring that all policies and procedures are followed by all teaching and support staff
- Ensure that the designated safeguarding lead in each school is given the appropriate resources to carry out the duties of that role effectively and is sufficiently supported by deputy designated leaders
- Work with governors and senior colleagues to recruit, induct and develop high-quality staff within safer recruitment guidelines

## **Governance, accountability and working in partnership**

The headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff 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
- Work successfully with other schools, the diocese, the church and other organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils
- Work closely with and provide information, advice and support to the Chair of Governors and Governing Body to enable it to meet its' responsibilities

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



## Person specification

The following criteria are essential, except those marked (\*) which are desirable

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Safeguarding, child protection, safer recruitment training</li> <li>• National professional qualification for headship (NPQH) or equivalent (*)</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Successful leadership and management experience in a school</li> <li>• At least 5 years Teaching experience including evidence of raising achievement</li> <li>• Involvement in school self-evaluation and development planning</li> <li>• Demonstrable experience of successful line management and staff development</li> <li>• Experience as a DSL or deputy DSL</li> </ul>
Skills and knowledge	<ul style="list-style-type: none"> <li>• Data analysis skills, and the ability to use data to set targets and identify weaknesses</li> <li>• Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve</li> <li>• Knowledge of safeguarding procedures</li> <li>• Understanding of school finances and financial management</li> <li>• Effective communication and interpersonal skills</li> <li>• Ability to communicate a vision and inspire others</li> <li>• Ability to build effective working relationships</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Commitment to uphold the 7 principles of public life (the <a href="#">Nolan principles</a>) at all times</li> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Commitment to promote and develop the distinctive Christian vision in all aspects of school life</li> <li>• Member of a Christian Church (*)</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position</li> </ul>

### Notes:

This job description may be amended at any time in consultation with the postholder.



## **How to Apply:**

If you are interested in applying for this position, or would like to request a tour of our school, please contact the Office Manager, Alison Mills via email or phone:

[office@allsaintsn20.barnetmail.net](mailto:office@allsaintsn20.barnetmail.net)

020 8445 2951

## **Key Dates:**

Closing date: Thursday 15<sup>th</sup> May 2025 - Noon

Interviews: Wednesday 21<sup>st</sup> May 2025

Start Date: 1<sup>st</sup> September 2025

Please submit your completed application form via email to: [office@allsaintsn20.barnet.sch.uk](mailto:office@allsaintsn20.barnet.sch.uk)

References will be taken up prior to interview. Social media content posted by the applicant will also be reviewed .

## **Notes:**

This job description may be amended at any time in consultation with the postholder.