



HEADTEACHER CANDIDATE
INFORMATION PACK





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Welcome from our Vicar



Dear Applicant,

On behalf of the congregation of All Saints' Benhilton, I am delighted that you are considering the post of headteacher at our school. Church and school have a long-shared history and continue to enjoy a strong, mutually supportive relationship. Many of our families have children at the school. It is a testament to the strength of the school and the esteem in which it is held that so many of our congregation also have historic links, some continuing their association by becoming staff or governors in turn.

As I hope you will see from this application pack, the school's Christian distinctiveness is something we treasure and are fundamentally committed to. It's something that is apparent in everything we do together. Daily worship is led by staff (I share in this, leading worship for the whole school on a weekly basis). The whole school comes to church for the major festivals of the Christian year, plus Harvest and the Year 6 leavers service. I am privileged to support the curriculum in cooperation with the staff team.

We believe that the close collaboration between church and school through shared support of one another's activities benefits the whole community. I hope that you will be committed to developing this partnership, and that your own faith will inform your actions so that together we can nurture the children in our care within the love of God.

Please be assured of our prayers for you as you discern your future.

Yours faithfully

Fr. Chris Phillips
Vicar of All Saints' Benhilton





Welcome from our Chair of Governors



Dear Applicant,

We are delighted that you are considering applying to lead our school. We are looking to appoint a dynamic, experienced Headteacher who can continue the trajectory All Saints Benhilton Church of England School is on under the new Ofsted framework and take it to greater heights.

Our current Headteacher is retiring after more than 25 years working at All Saints Benhilton Church of England School. She has led us to our current standing with dedication, a firm but fair attitude and a Christian commitment to be proud of.

All Saints Benhilton Church of England school is a two-form entry voluntary aided school situated in North Sutton, a five-minute walk from Sutton Common station.

We are a faith school with committed links to our church and community. We have a strong Christian ethos which permeates through the whole school and is evident in all we do. This was highlighted in our SIAMS inspection In 2022 when we received an outstanding grade.

We recently bid for monies to build an additional facility for our SEND children. This was completed in October 2024 and has been a welcome addition to our community.

At our ungraded Ofsted inspection in February 2025, the inspector confirmed our Good grade and commented that there were no areas for improvement. We will not want to rest on our laurels; there are always ways to strive for further improvement

We can offer you:

- A challenging position with a diverse group of children who are eager and enthusiastic to learn, kind and fair minded.
- A strong adaptable, committed SLT team: experienced, dedicated staff who have the children's best interests at the heart of all they do.
- A supportive, experienced, engaged governing body.

If this message has stimulated your interest, we would welcome your application.

We look forward to hearing from you.

Jane Jones, Chair of Governors

*"Whatever you do, work at it with all your heart, as working for the Lord, not for human masters".
Colossians 3:23*





Welcome from our current Headteacher



Dear Applicant,

I hope this letter finds you well and thank you for your interest in applying for the position of Headteacher at All Saints Benhilton Church of England Primary School.

All Saints is a vibrant, inclusive, and forward-thinking school that places the child at the heart of everything we do. Our dedicated team of staff work tirelessly to ensure that every pupil is supported, challenged, and inspired to reach their full potential, both academically and personally. We are proud of our strong Christian Vision and ethos, the positive relationships we have with our families and carers, and the deep-rooted Christian values that guide our approach to education.

After 25 rewarding years of service at All Saints Benhilton, I will be stepping down from my role at the end of this academic year. It has been a privilege to lead such a committed and talented team and to witness the growth and development of our wonderful pupils. I am confident that this role offers an exceptional opportunity for the right candidate to build on our successes and take the school forward into its next exciting chapter.

The children here are an absolute delight and testament to the vision of the school. If you are successful with your application you will take a wonderful school forward. I have so many wonderful memories to take with me and I wish the children and the school all the very best for the future.

With very best wishes,

Karen Stanley-Bristowe
Headteacher



A note from our School Council



All Saints C of E Primary School
All Saints Road, Sutton
SM1 3Df
26/9/2025

Dear future Headteacher,

We are the School Council of ASB 2025-2026 and we are asking you to become our new headteacher. If you think you would like to apply for this amazing opportunity, there are a few things the children in our school would like you to be:

- Wise
- Good
- Fair
- Fair and friendly
- Responsible
- Sensitive
- Reliable
- Caring
- Good at music
- A good teacher

We know that we are the best school in the universe and we deserve the best headteacher.

If you think you're the headteacher for us, don't delay, apply today!

Yours faithfully,
ASB School Council 2025-2026



What our school community says about us...

When I was an ECT I always felt supported. The school provided good CPD and helpful feedback.

Teacher

Our school has a community, family feel. I personally feel valued as a member of staff; my opinions and thoughts are always listened to.

Support Staff

The school is very accommodating, understanding and supportive of my children, particularly my child with medical needs.

Parent

I appreciate the core Christian values and faith behind everything we do.

Support Staff

My children joined the school in-year. Their teachers gave me regular feedback on how they were doing and how well they were settling in.

Parent

All the staff are friendly, encouraging and supportive of each other.

Support staff

The school provides good support for my wellbeing.

Teacher



Support for the school

Southwark Diocesan Board of Education

All Church of England schools within the Southwark Diocese are part of the wider family of diocesan schools. The Diocesan Education Team provides support and advice to Heads and Governing Bodies and offers training and professional development for all school leaders.

Headteachers who are new to Church school Headship are invited to take part in the Diocesan Induction Programme, which is specifically designed to meet the needs of Church school Headteachers. The SDBE will also provide a new Headteacher with a mentor in their first year of headship (usually an experienced Head of a local church school). A DSIP (Diocesan School Improvement Partner) also supports the Leadership Team with school improvement.

London Borough of Sutton (Cognus)

Cognus is the support service provided by the London Borough of Sutton which provides a range of services including school improvement, safeguarding and inclusion. The LBS will also provide a mentor from a local school in the first year of Headship.

SEND services

The school also purchases the services of some independent SEND providers to support the needs of pupils with SEND.

Governing Body

The school has a committed, supportive Governing Body providing strategic oversight and challenge, whilst upholding the school's Vision and priorities.

All Saints Benhilton parish

The school and the local parish church work closely together to support the spiritual and pastoral needs of the school and local community. The parish priest leads worship in school every week and welcomes the school in church at major festivals. The parish church also offers regular, prayerful support for the whole school community.





Statements and context



Information about the school

This is an opportunity to lead a thriving and inclusive, oversubscribed Church of England primary school into its next phase after the retirement of its inspirational headteacher.

The two-form-entry All Saints Benhilton Primary School (ASB) is at the heart of Sutton, recently named [London's safest place to live](#). Located at the bottom of the High Street, ASB is nestled next to the church from which it takes its name, and so much more.

"The transformational Christian vision underpins everything the school does. The school's dynamic leadership ensures the vision is shared and promoted by all and through all. This vision makes the school a beacon of hope to the local and global community." [SIAMS report, 2022](#)

ASB is an 'excellent' school where pupils "blossom" and are guided by high expectations, resilience and respect. We are looking for a new Headteacher to build on our successes and to continue to nurture and inspire our children, driving excellence every day through and far beyond the curriculum.

We are a welcoming school. Our ethos is to provide an environment where every child can fulfill their potential in their skills and talents, while feeling happy, safe and secure. We are a school where pupils and adults are cared for exceptionally well, and all feel safe, valued and equipped to release their full potential.

We are a high-achieving school. Our pupils make excellent progress, regardless of their starting points. The curriculum is ambitious and broad, ensuring all pupils are supported to achieve well. We have a strong focus on reading and writing via our dedicated Read to Write literacy programme and skilled staff who provide effective support across the ability range..

"Pupils blossom at this school, where high expectations, resilience and respect guide everything they do." [Ofsted report, 2025](#)



We are a Christian school. Our Gospel values are not merely a label, but part of the very fabric of the school. That's why our best Headteachers are inspirational and practising Christian leaders, keeping us centred on Jesus and His Church, as key partners of the parish and diocese we serve.

We are a community-focused school. We have strong partnerships with parents and the wider community. We are a beacon of hope to the local and global community, and we are committed to serving the needs of all our families.

We are a forward-thinking school. We are committed to the continuing professional development of our staff, and we have a clear vision for the future of our school. Staff retention is high and we are always looking for new and innovative ways to improve the teaching and learning experience for our pupils.

Vision and Mission and Ethos

Our strong Christian vision is the foundation upon which the All Saints Benhilton community is built. Rooted in the parable of the Good Samaritan, we aim to 'Go and do likewise' (Luke 10:37).

We believe that every child is a unique individual, created in the image of God. We strive to create a community where everyone is treated with dignity and respect, and where all can flourish and grow in God's love. Our ethos is reflected in our commitment to providing a high-quality education for all our pupils, and in our dedication to serving our local community.

Vision: With knowledge we can know, with faith we can act. With knowledge, faith and love we can change the world.

Mission: Together, within God's love, we nurture and inspire today's minds for tomorrow's challenges.

ASB aims to provide a caring, inclusive and stimulating environment where all children can develop a love of learning and a sense of self-worth. We aim to equip our children with the skills, knowledge and values they need to become responsible citizens and lifelong learners.





Characteristics/Context

Size: 457 pupils on roll including 17 full time and 18 part time Nursery pupils.

Ethnicity: 38.5% White British with 18 other ethnic groups identified.

EAL: 40.7% with 36 languages other than English.

Proportion of SEND:

- 13% (59 pupils)
- 3.7% EHCP (17 pupils)
- 9% SEN Support (42 pupils)
- FSM/PPG: 12% (55 pupils)

Awards:

- Eco School 2025
- Basic Skills Agency Quality Mark
- School Games Mark – Gold Award
- London Healthy Schools Gold Award
- Schools Music Education Plan, Silver Award
- Young Carers in Schools Bronze Award
- Good Diabetes Care in School



Attendance: 95.4% (2024-2025 academic year)

Performance data (2024-2025):

EYFS - Overall Good Level of Development - 70%

Year 1 - Phonics - 91%

Key Stage 2 (Y6) SATS Results:

- Reading - 79% ARE/40% Higher Standard
- Writing - 78% ARE/17% Higher Standard
- Maths - 81% ARE/37% Higher Standard
- Grammar, Punctuation & Spelling – 78% ARE/30% Higher Standard





Job Title: Headteacher

Salary Grade: Group 3, L16 – L22, £79,157 – £90,906



Terms & Conditions:

As set out in the School Teacher's Pay and Conditions September 2025

JOB PURPOSE

The Headteacher is the professional leader of the school, responsible for its overall strategic direction and the quality of teaching and learning. You will be taking an exceptional school with the highest ratings from Ofsted and SIAMS onwards into its next phase.

An inspiring and dedicated leader will focus on maintaining and growing the culture of excellence in education and strong Christian ethos, ensuring a positive and inclusive culture where every student thrives.

The Headteacher is there to champion a vision where "knowledge, faith and love" prepare pupils for life, fostering a joy of learning and ensuring pupil and parent satisfaction. The role demands a steadfast commitment to safeguarding, strategic leadership, and the continued building of strong partnerships with all members of the school and wider community.

MAIN ROLES AND RESPONSIBILITIES

Shaping the Future

- To implement the school's Vision and Ethos, in partnership with the Governing Body, staff and wider community, so that these are embedded within everyday practice throughout the school
- To work with the Governing Body to develop and deliver strategic plans for the school which have children and learning at their heart to take the school into its next phase of development - maintaining momentum and excellence and retaining a safeguarding-first approach to all developments.
- To take the school forward in light of our recent successful Ofsted and SIAMS inspections where we received the highest grades possible, working to ensure the school is aligned with the new Ofsted framework to achieve the new 'exceptional' rating
- To be committed to the future of the school's community, able to anticipate and respond to changes in the demographics of the area, existing funding challenges and potential further restrictions, changing education policy and wider socio-economic situation, ensuring that the vision of the school and needs of the community are at the core of strategic planning
- To continue to develop the school's reputation as a SEND centre of excellence and to respond to the challenges presented by an increasing range of needs within the pupil intake year on year
- To improve outcomes for disadvantaged pupils, ensuring the needs of all vulnerable groups are met and exceeded, whether SEND, PPG or boy-girl imbalances
- To develop and maintain the school's premises and outdoor space to meet the needs of the curriculum and enhance pupils' school experience and learning; this includes longstanding plans to introduce a MUGA (multi-use games area) to the school
- To be ambitious for the school and its potential, seeking ways to maximise and build on its core assets to the advantage of pupils, staff and wider community



Leadership and Management

To shape a collaborative learning culture, in which children and staff feel valued and are understood, encouraged, inspired and equipped

- To produce and implement clear, evidence-based development plans and policies for the future of the school
- To ensure sustainable financial and resource management, including long-term financial planning to support the vision of the school, in partnership with the Governing Body
- Create a culture of robust and pro-active safeguarding throughout the school, as well as safer recruitment and ensuring all staff understand their role
- To train and retain, motivate and inspire staff, including regular feedback, development opportunities, empowerment and performance management
- To be a supportive and encouraging leader for staff, helping them maintain an appropriate work-life balance
- To support and enhance the Christian distinctiveness of the school by word and example.
- To work effectively with and be accountable to the Governing Body
- To ensure the school complies with all relevant legal and statutory frameworks and policies.

Teaching, Learning and Standards

To ensure the school provides an engaging learning environment and a creative and broad curriculum which reflects the children who learn here and enables all children to achieve their full potential and incorporating rich PSHE / SMSC curricula to help keep children safe and prepare them for life in modern Britain

- To ensure high standards of teaching and learning throughout the school and across the curriculum
- To maintain a consistent focus on pupil achievement, monitoring, tracking and reporting on progress and attainment, including accurate and timely reporting to the Governing Body
- To maintain high aspirations for and expectations of the whole school community, in a supportive environment
- To identify areas for ongoing school development by monitoring and evaluating the performance of the school through self-evaluation and external review
- To maintain a culture in which children are enabled to grow academically, socially and spiritually, recognising that children need more than academic knowledge
- To deliver high standards of teaching, learning and aspiration for pupils with SEND
- To ensure effective planning, allocation, support and evaluation of staff work, ensuring they are motivated and empowered, with clear delegation of tasks
- To make the most of the school's location to provide wide-ranging experiences which inspire a joy of discovery and give children the widest possible chance to excel
- To ensure high standards of behaviour and attendance are maintained





Community

- To lead and sustain community-building initiatives, bringing pupils, parents/carers, staff and parish together in a happy, welcoming, Christian school
- To build on the school's position in Sutton, seeing the school as both a servant of and resource for the people of the local area
- To ensure parents/carers and pupils are well informed about school life, values, progress and the curriculum and are involved in supporting and encouraging children's progress
- To support and develop a cohesive and strong staff team, ensuring ASB is a place where people want to work, grow and deliver their best
- To embrace the deep links with the local parish, ensuring faith continues to be at the heart of ASB
- To actively engage with other schools and organisations in the interests of enriching the school and its value to the wider community, as well as collaboration with multi-agency partners in the best interests of pupil welfare and safeguarding
- To ensure effective liaison with Southwark Diocesan Board of Education and the London Borough of Sutton

Equality and Inclusion

- To ensure the school delivers on its duties under the Equality Act 2010, particularly with regard to the provisions therein for schools with a religious character.
- To promote equality and inclusion in all aspects of school life and ensure a positive environment in which diversity is embraced
- To actively work to fulfil the school's mission to ensure that each child reaches their full potential and leaves our school with confidence and hope, with particular respect to children with Special Educational Needs and Disabilities
- Ensuring the unique vulnerabilities of pupils with SEND needs are addressed within the school's safeguarding framework
- To deliver a broad, diverse curriculum which reflects and engages the children who learn here
- To train and equip staff to meet the needs of all children, including those with SEND
- To implement the SEND Code of Practice and the school's SEND plans to ensure that pupils' needs are fully met
- To manage SEND resources to ensure they are targeted, monitored and evaluated for best value
- To foster a Christian vision of culture of equality, diversity and inclusion across the staff team
- To continuously assess and improve the accessibility of premises and curriculum to all pupils

Safeguarding

- Ensure a culture of safeguarding that is driven from the top with a visible commitment to reducing risks and keeping children safe with no compromise
- Commitment to safer recruitment to ensuring a culture where low-level concerns can be freely reported in order to retain all pieces of the safeguarding jigsaw
- To commit to safeguarding and the welfare of children and young people, have a thorough knowledge of all safeguarding policy and procedures and ensure safeguarding is at the heart of all policy and practice in the school
- To be part of the Designated Safeguarding Lead team and potentially the Senior DSL for the school
- To have the ability to train, mentor, and challenge staff on their safeguarding practice to ensure it is of the highest standard
- To ensure staff have all the necessary safeguarding training and are equipped to fulfil their safeguarding roles



Ethics and Professional Conduct

- To demonstrate consistently high standards of principled and professional conduct, to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them. Headteachers must uphold and demonstrate the Seven Principles of Conduct in Public Life (Nolan Principles) at all times.
- Be familiar with the Headteacher's Standards and uphold them at all times in relation to school culture, teaching, curriculum and assessment, behaviour, additional and special educational needs, professional development, organisational management, school improvement, working in partnership, governance and accountability.
- To be responsible for ensuring the school embodies its vision and ethos.

This job description is not exhaustive and roles and responsibilities may be amended following discussion with the Head. It should be read in conjunction with the range of duties and responsibilities of Headteachers as set out in the Headteacher's Standards and the Teacher's Pay and Conditions document.





Person Specification

Qualifications and Training	Essential/Desirable
Qualified Teacher Status	E
Clear commitment to professional development in school leadership	E
Qualification such as NPQH or similar	D

Inspiring School Leader	Essential/Desirable
Proven experience of successful senior leadership in a primary school (ideally as a Headteacher or Deputy Headteacher)	E
Demonstrable experience of delivering a variety of whole-school strategy	E
Ability to build a strong, positive school culture based on respect, encouragement and shared Christian values	E
Track record of building and sustaining a strong school community that is the focus of the local area, including the ability to develop links that foster school improvement and prepare pupils for life beyond ASB	E
Proven strong relationships with colleagues and demonstrable expertise in safer recruitment processes, as well as a record of successfully hiring, developing and empowering a strong staff team via various methods including novel approaches to performance management.	E
Experience of managing disciplinary and complaints procedures	D
Ability to instil into staff a passion for keeping children safe and to ensure the culture of safeguarding is a golden thread throughout school life	E
Senior experience of financial planning and resource management, matching budgetary constraints with the vision of the school and education and safeguarding needs of the children	D
In-depth knowledge of Ofsted framework and requirements (including finance and compliance)	E
Ability to work under pressure and make difficult decisions when necessary	E





Outstanding Educator and Committed to School Improvement	Essential/Desirable
Proven track record as an outstanding, child-centred classroom practitioner with a deep understanding of and love for teaching and learning with the ability to model this for others	E
A thorough knowledge of how to build a broad, creative, relevant curriculum which inspires children, enhances children's wider development and teaches skills for life.	E
Ability to incisively analyse school performance data and to translate this into actionable strategies for improvement	E
Demonstrable commitment to inclusion, equality and understanding the needs of each child in the school, including those with SEND	E
Commitment to high standards of behaviour and strong understanding of behavioural management techniques which have forgiveness and learning from mistakes at their heart	E
Track record of effective, evidence-based monitoring and evaluation of teaching and learning to improve quality and raise all pupils' achievement	E
Experience of school improvement, monitoring and evaluating performance through self-evaluation and external review in order to drive excellence and achieve the highest Ofsted and SIAMS ratings	E
Knowledge of the role of the Governing Body and ability to work positively with them for school improvement	E





Safeguarding	Essential/Desirable
A deep, up-to-date knowledge of statutory guidance in KCSIE and other relevant safeguarding legislation as well as wider current best practice	E
Level 3 Safeguarding Training and experience of being a DSL or DDSL	E
The ability to create a strong, positive safeguarding culture where all concerns are taken seriously and responded to promptly, and where others' practice is constantly being improved.	E
Experience in managing and overseeing complex safeguarding cases and a clear understanding of the multi-agency working environment.	E
Understanding of how the DfE digital standards impact upon safeguarding (and beyond) with the ability and commitment to improve compliance to keep children safe and the school secure.	E

Church School Leader and Further Values	Essential/Desirable
A practising, committed Christian	D
Commitment to the Christian distinctiveness of ASB and experience of leadership in a faith school as well as the SIAMS inspection framework	E
Ability to work collaboratively with the parish of All Saints' Benhilton in meeting the spiritual and pastoral needs of children and adults	E
Ability to drive the effective delivery of RE as a core subject and the leadership of spiritual development across the curriculum	E
Ability to lead inspiring and relevant Collective Worship in a way that encourages and equips children spiritually	E
The ability to explain how our school can be taken to the next level in line with our mission and values	E
Compassion, energy and empathy, integrity and honesty, with a positive, encouraging attitude and a commitment to self-development	E
Commitment to the wellbeing of all in the school community, including pupils, families, staff and themselves, including maintaining work-life balance	E





How to apply

To apply, please download and complete our application form ([Microsoft Word version](#) / [Google Doc](#)) and return it either via Eteach or by email to our School Business Manager, Jacqueline Barrett (jbarrett10@suttonmail.org). The deadline for applications is 12 noon on 19 January 2026.

Please note that CVs will not be accepted and supporting statements should not exceed three pages. Candidates will be shortlisted according to the extent to which they can demonstrate they meet the criteria in the Person Specification. Please ensure your personal statement covers all elements of the person specification by addressing each section in turn.

Interviews will take place at All Saints Benhilton School on 3/4 February 2026.

School visits are strongly encouraged. To make an appointment or for any other queries, please contact our School Business Manager (jbarrett10@suttonmail.org / 020 8644 6492).

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.

All Saints Benhilton and the Southwark Diocesan Board of Education are committed to positively tackling discrimination in all its forms and working to ensure that all sections of the community have fair and equal access to and experience within employment. We welcome applicants from all backgrounds and communities.





ALL SAINTS BENHILTON, CHURCH OF ENGLAND PRIMARY SCHOOL
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020 8644 6492
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