



AMERSHAM SCHOOL
A BUSINESS & ENTERPRISE COLLEGE

Live, Learn and Succeed Together

Recruitment Pack

Headteacher





LETTER FROM THE CHAIR OF GOVERNORS

Dear Applicant,

Re: Appointment of a new Headteacher Amersham School - a Business and Enterprise College.

Thank you for your interest in becoming the Headteacher of Amersham School. The governors at Amersham School are seeking to appoint an outstanding Headteacher for September 2026 following the retirement of our current Headteacher, Sharon Jarrett, who has provided the school with inspirational leadership for over 18 years that has resulted in sustained improvements.

We are extremely proud of our school and we are looking for a professional and passionate leader who will build on the already positive and dynamic relationships with our students, their parents and carers, the staff, governors and the wider community.

Amersham School prides itself on being an innovation-led education community. The school is progressive in its curriculum development and attracts talented, enthusiastic and conscientious teachers and support staff. Staff professional development and wellbeing are high priorities as is a student-centred culture that focuses on giving each child the opportunity to fulfil their potential.

You will lead a strong team of committed senior and middle leaders who energetically deliver the core values of the school. You will also be supported by a governing body who take their strategic role seriously and offer challenge when required, but rightly delegate the day-to-day operations of the school to the headteacher.

Governors are proud of the school's supportive and caring ethos as well as the academic standards and progress that it attains. To the right candidate, this post will be an extremely rewarding experience; an opportunity to continue to make a difference and lead this successful and happy school into the next exciting phase of its development through the many changes that education is currently experiencing.

The closing date for applications is Friday 13th March 2026 at 3pm. Selection days are scheduled for 16th - 18th March 2026. Applicants are kindly requested to contact their referees so that references are received in advance of the interview dates. Interviews will be organised during the week beginning Sunday 22nd March 2026.

Please complete an application form along with a letter (no more than 2 sides of A4, in font Arial point 11) that outlines how your knowledge, skills and experiences meet the requirements of the job description and person specification. Please give evidence of the positive impact that you have had in your leadership posts and what you could offer our school.

I look forward to receiving your completed application.

Yours sincerely,

Mr N Spencer C.B.E
Chair of Governors



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LETTER FROM THE HEADTEACHER

Dear Colleague,

An Invitation to Apply: Leading the Next Chapter of Amersham School.

As I prepare to conclude my time as Headteacher of Amersham School, I am delighted to invite you to consider applying to lead this inclusive and innovative school into its next chapter. It has been a privilege to serve a community defined by ambition, warmth, and a shared belief in the potential of every young person, and I hope this letter encourages you to submit a letter of application.

During my time as Headteacher, Amersham School has continued to move forward with optimism and purpose. Together with governors, staff, students, and families, we have strengthened a culture where high expectations sit alongside genuine care and support. Our students consistently achieve strong level 2 and level 3 outcomes, and the school is proud to be among the high-performing Upper Schools in the country. Our young people leave us well prepared for Post-16 education, training, and the wider world of work and most importantly they report as being happy in school whilst engaging productively with all that the school offers.

At the heart of Amersham is a commitment to providing a supportive and engaging education in which students can grow academically, socially, and personally. We have worked hard to create a learning environment where confidence is nurtured, curiosity is encouraged, and ambition is normalised. Students are supported to explore their interests, take pride in their progress, and set aspirational goals for the future.

The school's strong provision beyond the classroom is another source of pride. A wide range of extra-curricular opportunities, alongside our established Business and Enterprise focus and CIRCLE skills, helps students develop the skills, resilience, and independence they need to step into adulthood with confidence. This broad and balanced approach reflects our belief in developing well-rounded, open-minded, kind young people.

Perhaps the school's greatest strength is its community. Amersham School is a happy, vibrant, and supportive place to work and learn, underpinned by positive relationships and a shared commitment to progress and creativity. We value collaboration, welcome new ideas, and work closely with families who believe in education as a partnership.

As you consider your application, I encourage you to reflect on how your values, experience, and vision might build on the strong foundations already in place. This is a school with much to be proud but also aspects to refine and further develop.

Thank you for your interest in Amersham School. I would urge you to make an informed decision as to whether this is the right school for your next venture. I wish you every success with your application and very much look forward to welcoming the next Headteacher who will lead this wonderful community with confidence, enthusiasm, passion, commitment and care.

Yours sincerely,

Sharon E Jarrett M.B.E
Headteacher



OUR MISSION, VALUES AND ETHOS

Our Mission Statement: 'Live, Learn and Succeed Together'

We pride ourselves on our commitment and ability to provide all our students with a first class, personalised and progressive education, which is underpinned by the development of self-confidence, positive attitudes, and enterprise skills.

When our students join our school community, they are embarking on a learning journey which will challenge, motivate and inspire them, with access to the very best in educational, sporting and creative opportunities. Along this journey it is essential that, as a school, we work in close partnership with parents to ensure our students are in the best possible position to fulfil and exceed their potential.

Through Amersham School's philosophy of innovation, improvement and success, we are committed to preparing our students for a successful future, whatever path they choose.

Our vision for the future of our school and students is to deliver exceptional learning experiences which: inspire the mind, challenge all abilities, and develop lifelong learners who are ambitious and confident about their future successes.

Our Values

- Honesty - I am honest
- Kindness - I am kind
- Respect - I am respectful to myself, others and the environment
- Equality - I am inclusive
- Community and Team Work - I positively contribute

This means...

Living together by...

- Treating each other with care, consideration and good manners
- Recognising and valuing the differences amongst us
- Showing a warm welcome to visitors and those who are new to the school community

Learning together by...

- Taking responsibility for our work and our actions
- Working positively with each other to allow everyone to make good progress
- Seeking appropriate advice to help solve any difficulties or problems

Succeeding together by...

- Setting the highest personal standards for ourselves in our work and relationships
- Representing our school community in a positive way both inside and outside school
- "Going the extra mile" and making a difference



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THE ROLE

The Governors are looking to appoint an inspirational Headteacher to lead our passionate and committed team at Amersham School.

We are seeking a leader who will embrace our inclusive and nurturing approach, supporting every child to reach their full potential while maintaining the high standards we are proud of. The successful candidate will set ambitious standards for staff and students, leading with clarity and moral purpose. This role presents an exciting opportunity to demonstrate inspirational leadership, creativity, and a commitment to excellence, ensuring that Amersham School continues to thrive as a place where every student and staff member can be the very best they can be.

Our school is oversubscribed because of our excellent reputation for both academic and pastoral care for all our students. We are looking to appoint a Headteacher with considerable experience in a secondary education setting, and specifically in a non-selective school, who will build on the already positive and purposeful relationships with our students, parents and carers, the staff, governors and the wider community.

The inspiring candidate will know what outstanding provision and academic progress looks like. We want a dynamic leader who has a genuine desire to work openly, inclusively and collaboratively with other local primary and secondary schools.

This is an exciting opportunity for a Deputy Headteacher looking to take up their first Headship.

Interested candidates will:

- Provide inspirational, professional strategic leadership.
- Ensure high quality teaching and learning experiences for all our students.
- Build upon the very positive relationships within the school and with the wider community.
- Promote high standards of behaviour, mutual respect and inclusiveness.
- Be committed to supporting and inspiring every student to be the best they can be
- Be an excellent teacher with a proven commitment to inclusive schooling and a track record of academic excellence.
- Have substantial leadership experience having impacted on an aspect of whole-school improvement that includes curriculum, teaching and learning, pastoral and SEND expertise
- Have a track record of leading and inspiring colleagues, students and parents and collaborating with stakeholders.
- Have an enthusiastic, creative and positive approach to all aspects of education.
- Have a deep understanding of and commitment to our vision and values.



APPLICATION PROCESS

- Please complete an application form along with a letter (no more than 2 sides of A4, in font Arial point 11) that outlines how your knowledge, skills and experiences meet the requirements of the job description and person specification. Please give evidence of the positive impact that you have had in your leadership posts and what you could offer our school.
- Visit the school to meet with the current Headteacher and tour the school - please see below for arrangements.
- Submit your application directly to the school by Friday 13th March 2026 at 3pm.
- Applications are via My New Term. Please visit the school website for more details: www.amershamschool.org.uk/vacancies

School Visits

Potential candidates are welcome to visit the school either before or after submitting their application. However, once an application has been made, candidates will be required to visit the school prior to the shortlisting process.

We have scheduled opportunities for visits on:

- Monday 23rd and Tuesday 24th February 2026
- Monday 2nd and Tuesday 3rd March 2026
- Monday 9th and Tuesday 10th March 2026

Please contact **Sara Harling**, the Headteacher's PA, by emailing sharling@amershamschool.org

Safeguarding potential applicants should ensure that they read our Safeguarding and Child Protection Policy and our Recruitment of Ex-Offenders Policy. These policies can be found at Amersham School - Policies.

Amersham School and all its staff are committed to safeguarding and promoting the welfare of the children. The successful candidate will be subject to necessary pre-employment checks, including: an enhanced DBS; Childcare Disqualification (where applicable); qualifications (where applicable); medical fitness; identity and right to work.

All applicants will be required to provide two suitable references. An online search will also be carried out on shortlisted candidates as part of due diligence on all shortlisted candidates. This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak English fluently is an essential requirement for this role.



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AT A GLANCE



Start Date

September 2026



Salary

£86,138 - £119,350



Closing Date

Friday 13 March 2026 at 3pm



Interview Dates

Wednesday 25 and
Thursday 26 March 2026



Visiting Dates

Monday 23 and
Tuesday 24 February 2026

Monday 2 and

Tuesday 3 March 2026

Monday 9 and

Tuesday 10 March 2026



Selection Process Dates

Monday 16 to
Wednesday 18 March 2026



Apply Via

My New Term, see the school
website for more details.

JOB SPECIFICATION

Purpose of the role

The headteacher of Amersham School provides strategic leadership and operational oversight to ensure the highest possible educational standards and outcomes for all students, regardless of their starting point. Working in partnership with the governing board, staff, families and the wider community, the headteacher will set and sustain a clear vision for the school that is rooted in high expectations, strong values and an unwavering commitment to improving the life chances of young people.

The headteacher will ensure that the school is well led, well managed and financially secure, enabling staff to deliver high-quality teaching and students to engage fully in learning. Barriers to school effectiveness will be identified and addressed through carefully planned, context-appropriate improvement strategies, with a strong focus on implementation and impact.

Progress towards the school's aims is monitored rigorously, with evaluation focused on tangible improvements in students' experience, achievement and readiness for future education, training and employment.

Values and professional conduct

The headteacher is expected to:

- Uphold the highest standards of integrity, ethics and professional conduct
- Maintain public confidence in school leadership
- Foster positive, respectful and purposeful relationships across the school community with all stakeholders
- Act at all times in the best interests of the young people who attend the school



School culture, behaviour and ethos

The headteacher is responsible for establishing and sustaining a welcoming, orderly and inclusive school culture in which all stakeholders feel safe, supported and able to succeed.

This includes:

- Promoting ambitious educational standards for all students
- Ensuring clear, consistent and fair behaviour expectations, underpinned by well-established routines
- Creating an environment in which learning is prioritised and disruption is minimised
- Securing a culture of staff professionalism, collaboration, and mutual respect

Teaching, curriculum and assessment

The headteacher ensures the delivery of high-quality teaching across all subjects and phases, informed by evidence and underpinned by strong subject knowledge.

Responsibilities include:

- Ensuring the implementation of a broad, balanced and coherent curriculum
- Ensure and sustain high quality teaching across all subjects and phases
- Promoting the effective use of assessment to support learning and inform decision-making
- Ensuring assessment approaches are valid, reliable and proportionate

Special educational needs and inclusion

The headteacher promotes an inclusive culture in which all students, including those with special educational needs and disabilities, are supported to achieve high standards.

This includes:

- Ensuring equitable access to the curriculum
- Maintaining ambitious expectations for all learners
- Working effectively with parents, carers and external professionals
- Ensuring full compliance with statutory duties under the SEND Code of Practice

Safeguarding and school management

The headteacher holds overall responsibility for the safety, welfare and wellbeing of students and staff, ensuring effective safeguarding arrangements are in place and consistently applied.

They also:

- Ensure robust approaches to identifying, managing and mitigating risk
- Manage staff effectively, with due regard to workload and wellbeing
- Oversee the efficient and effective use of resources



Professional development

The headteacher ensures that all staff have access to high-quality professional development that enhances teaching, leadership and support for students.

This includes:

- Ensuring staff have access to appropriate, high quality professional development opportunities
- Ensuring training and continuing professional development is effectively planned, delivered and evaluated
- Keeping up to date with developments in education
- Drawing on internal expertise and external professional networks
- Evaluating the impact of professional development on practice and outcomes

Investment in staff development is recognised as a key driver of sustained school improvement.

Governance, accountability and partnership working

The headteacher works constructively with the governing board, recognising the importance of effective governance and accountability.

They ensure that:

- Staff understand their professional responsibilities and are held to account
- The school meets all statutory and regulatory requirements
- Productive partnerships are maintained with other schools, agencies and organisations

Additional responsibilities

The headteacher may be required to undertake additional duties appropriate to the level and nature of the role, in response to the evolving needs of Amersham School.



EXPECTED QUALITIES

Criteria	Qualities
Qualifications and training	<ul style="list-style-type: none">• Qualified teacher status with degree level education or equivalent• National professional qualification for headship (NPQH)• Training record for curriculum, safeguarding, SEND, teaching and learning
Experience	<ul style="list-style-type: none">• Proven and extensive success within Senior Leadership roles that include curriculum, pastoral and SEND development and impact• A history of excellent teaching relevant to subject specialism• Involvement in school self-evaluation and strategic development planning• Demonstrable experience of successful line management and staff development• Relevant experience of working to support complex students with a wide range of needs• Experience of the Selective Education system working within non-selective school
Skills and knowledge	<ul style="list-style-type: none">• Data analysis skills, and the ability to use data to set targets and identify weaknesses• Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve their practice• Understanding of school finances and financial management• Effective communication and interpersonal skills• Ability to communicate the vision of the school and inspire others• Ability to build effective working relationships• An up to date knowledge of national policy, curriculum development, and statutory and legal frameworks within which schools operate, including the Ofsted inspection framework and Safeguarding practices and procedures
Personal qualities	<ul style="list-style-type: none">• A Commitment to uphold the 7 principles of public life (the Nolan principles) at all times• A commitment to getting the best outcomes for all students and promoting the ethos and values of the school• Ability to work under pressure and prioritise effectively• Commitment to maintaining confidentiality at all times• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position• A proven commitment to student-centred leadership, consistently placing students' experience, wellbeing, and outcomes at the heart of decision-making



WE OFFER



A friendly and supportive environment



Excellent and ongoing opportunities for professional development



Access to onsite fitness suite with weights



A range of staff social events



An environment focused on wellbeing



We subscribe to the Employee Assistance Programme (EAP) available 24/7 including financial and legal support, counselling and coaching

WHY US?

Our Mission Statement 'Live, Learn and Succeed Together' lies at the heart of our school. It is from this foundation that we build our team; Team Amersham. By valuing and supporting each other we are all able to experience personal success and happiness.

We are a happy school - this does not happen by accident but through intent. Our desire to provide an excellent education is partnered with nurturing, fun, camaraderie and opportunity. It is our desire that each of our students look forward to what the school day will bring. Our staff have been handpicked for their professionalism and their ability to be positive and cheerful!

The Local Area

Our school is situated in Amersham in the heart of leafy Buckinghamshire, home to the Chilterns and nestled amongst beautiful countryside. The Old Market Town of Amersham is simply glorious and shrouded in history with cobbled streets, an enclosed garden, 700 year old buildings with excellent eateries and the River Misbourne running parallel to the town.

Amersham-on-the-Hill is a bustling area with a new purpose built leisure centre, high street names, including Marks and Spencer, Waitrose and individual outlets making up an eclectic High Street. Amersham Underground Station comes under Zone 9 of the network and the Metropolitan Line provides easy access to London Marylebone in just 32 minutes.

Buckinghamshire is regularly cited as one of the best places to live in the UK. The surrounding areas include beautiful greenbelt locations with the county bordering the Shires of Berkshire, Oxfordshire, Northamptonshire, Bedfordshire, Hertfordshire and Greater London. Buckinghamshire offers many lovely places to live and visit including Waddesdon Manor, Cliveden, Stowe and Hughenden plus picturesque woodlands and wildflower meadows.



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Bucks
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 01494 726562

 office@amershamschool.org

 www.amershamschool.org.uk

 [amersham.school](https://www.instagram.com/amersham.school)

#LiveLearnSucceed | #TeamAmersham

Agencies - Amersham School's terms and conditions are that should you put a candidate forward after the first publication of a vacancy, the School will be liable for an introductory fee of no more than 10% of salary with reducing clawback over the first term, regardless of your terms and conditions.

Amersham School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and to uphold the school's policy in respect of child protection matters.
