



Principal

Eastwick Schools



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Welcome from our CEO

On behalf of the Board of Trustees of the Howard Partnership Trust (THPT), I would like to thank you for your interest in the exciting role of Principal at Eastwick Schools. I hope that, after having read the contents of this pack and undertaken other research, you will feel inspired to take your interest further, arrange a visit and make an application for this role.



All employees at THPT are committed to providing the very best opportunities for every young person we educate to bring out the best in them, and this also applies to our staff. There is a firm belief at THPT that outstanding achievement in our schools can be realised more quickly and with greater sustainability through proactive collaboration.

As a values-based employer with strong sense of moral purpose we create an environment within which all leaders take a collective responsibility for the learning and success of all 7,500+ children and young people in our care. We promote a culture in which openness to peer and external scrutiny and an active willingness to share and promote the very best practice are key factors in the improvement of all our schools. We are looking for a Principal who shares this commitment and our values and wants to bring out the best in all our young pupils.

We are seeking someone who, like us, recognises that effective collaboration is the best route to outstanding achievement. They will have an unrelenting focus on developing and delivering high-quality provision, and a particular interest and expertise in inclusive education. They will provide the leadership required to secure our collective aims and be a leader who consistently models our values through their behaviours.

I wish you all the very best with your application and thank you again for your interest in Eastwick Schools and THPT.

Louise Lee
CEO The Howard Partnership Trust

About our Trust

The Howard Partnership Trust is a growing family of 13 schools in the South East of England. Our family includes Primary, Secondary and Special Schools and welcomes any school that shares our values and commitment to Bringing out the Best in each and every one of our children and young people.

Our Trust has a proud history of improving and sustaining schools at all stages of their development journey including Outstanding schools and those who were in Special Measures. To do this we work in deep collaboration and partnership across our schools to share expertise and enable the highest quality education for every child.

Driven by our three shared values, we are future focused, knowing that we strive for the best for every child, expanding their life chances and choices from the moment they join us. We use the wealth and diversity of experience across our different settings, together with the expertise available within our dedicated operational service teams, to benefit all within the Trust, sharing and extending good practice to support our continual improvement and secure excellence in education in all of our schools and beyond.

Like the children in them, our schools are unique, and our Principals and staff have the independence to make key decisions to support them in the best ways. We believe our schools have a crucial role to play as community anchors as well as providers of education for the here and now.



Our Schools

Primary Schools and Early Years Provision

- Kenyngton Manor Primary School
- Cuddington Community Primary School
- Eastwick Infant and Eastwick Junior Schools
- Meadhurst Primary School
- St Lawrence Primary School

Secondary Schools

- Howard of Effingham School
- Thomas Knyvett College
- Oxted School
- Three Rivers Academy

Special Phase Schools

- West Hill School
- Linden Bridge School
- Fox Grove School
- Betchwood Vale Academy (in progress)



Our Values

• We build up

We approach every interaction with pupils, their families and colleagues presuming that building them up is the right approach. We hold to this even when it is tested, because we know it brings out the best in our pupils and in one another.

• We serve all

We challenge ourselves to remove barriers for all of our pupils. We seek out opportunities to work in schools and communities where needs – broadly imagined – are great. We support each other to do this challenging work systematically, with confidence, camaraderie and joy.

• We forge paths

We encourage all our colleagues to be creative and thoughtful about how they navigate complexity and ambiguity, and we support individual pupils to do the same. We build shared approaches across the trust when it makes sense, so our schools have common hallmarks that are consistent and lived.

About Eastwick Schools

Eastwick Schools - where children are prepared to be 'ready for everything'

At Eastwick Schools, children are nurtured from Nursery to Year 6 in becoming confident, kind, and capable learners who thrive academically and personally. With a strong sense of community and collaboration, Eastwick encourages academic excellence, teamwork and resilience—helping pupils to grow in confidence and play an active role in all aspects of school life. Eastwick schools is a broadly two-form entry school with two centres attached for children with Autism as their primary need.

Outstanding learning

As part of The Howard Partnership Trust, Eastwick Schools work collaboratively with a family of schools to deliver an ambitious, well-structured curriculum that ensures all children make excellent progress. Our pupils consistently achieve above local and national averages, reflecting the high standards of teaching and learning across our community. Through this partnership, Eastwick builds on strong foundations to provide the very best education so that every child can flourish, whatever their starting point.

A strong personal development offer

Our teachers inspire children to become lifelong learners and ready for their next stages of education. Each member of staff brings specialist knowledge that enriches their curriculum area and strengthens the quality of teaching across subjects. We celebrate the unique talents of every child, fostering self-esteem, teamwork, and a sense of belonging. Eastwick's broad curriculum includes residential trips, music, sport, and a wide range of extra-curricular opportunities that contribute to exceptional personal development. Our aim is to help every pupil discover their strengths and develop the skills they need to succeed beyond the classroom.

A stimulating learning environment

Eastwick Schools offer spacious, well-equipped classrooms and vibrant outdoor learning areas that encourage exploration and play. Our facilities include a swimming pool, maintained woodland for Opal Play, two fields and numerous break out spaces. The environment is designed to support creativity, collaboration, and wellbeing—ensuring that every child has the space and opportunity to learn, grow, and flourish.

Our Commitment to you

We want every candidate to have an informed, engaging, and positive experience, and to support this we've created our Candidate Charter which outlines our commitment to you.

Our commitment to you

- Transparency – we will treat you with respect, honesty and fairness
- Protecting your privacy – we'll ensure your information is secure and handled sensitively
- Understanding – you'll be given everything you need to make informed decisions
- Showcasing talent – we'll provide a good opportunity for you to share your skills, experience and potential
- Feedback – we will provide constructive feedback professionally and promptly
- Listening – we welcome feedback and we'll act on what you have to share
- Inclusivity – our hiring decisions align with our commitment to create a high quality, diverse workforce

We will:

- Provide you with clear, accurate and timely information
- Give you the opportunity to ask questions – and we'll ensure you get the answers you need
- Respond to enquiries promptly and usually within 24 hours during the working week
- Adopt a fair and consistent assessment process
- Make sure you have all the documentation and details you need for an interview, well in advance
- Provide you with real insight about what it's like to be part of our team
- Ensure all offers are fair and equitable
- Seek feedback on your experience at every opportunity, so we can continue to improve

In return we ask that you:

- Be honest and upfront about your experience, aspirations and motivations
- Provide open and accurate information when submitting an application
- Always give yourself the best opportunity to succeed – research who we are and how we work
- Let us know if situations change in relation to your interest – and help us understand why
- Prepare yourself for interview and let us know how we can support you

Job Description

Post title	Principal
School/ Organisation	The Howard Partnership Trust
Location	Eastwick Schools, Great Bookham, Surrey
Grade	Group 4: L21-L27 and commensurate with the Experience of the successful candidate
Contract Type	Permanent. The job description is subject to annual review

Main Purposes of the Job

Provide leadership and strategic direction, with accountability for all school standards.

Specifically, to:

- Provide every pupil with a high-quality education, which promotes the highest possible standards of achievement and wider development.
- Work with all stakeholders to implement the strategic vision for THPT schools of 'bringing out the best' in all pupils
- Promote the vision and values to pupils, staff, parents, other key stakeholders including leading internal and external relationships including with the wider community
- Build leadership capacity in the school at all levels
- Provide strategic leadership and translating planning into positive action and results
- Model professional behaviour and promote the highest expectations of all as the school's lead professional
- Manage resources to ensure best outcomes for pupils
- Make a positive and meaningful contribution to the wider family of schools within THPT, including contributing to the strategic direction

Main Duties and Responsibilities

Leadership:

- Overall responsibility for all management and operational activity of the school.
- Leading safeguarding across the school ensuring a culture of safeguarding, line management and regular liaison with the school's Designated Safeguarding Lead as well as THPT leaders over any safeguarding issues or concerns.
- Providing an enthusiastic, innovative and consistent leadership to the school and its leadership team.
- Ensuring that the school has a culture where all pupils experience a positive and enriching school life.
- Creating a culture and ethos of challenge and support where all pupils from all backgrounds can achieve success and increase their life chances, becoming well prepared for the next phase of their education and life.
- Working positively with the community to ensure the best possible outcomes for all students, especially those who are the most vulnerable.
- Developing the reputation of the school, locally, regionally, and nationally.
- Implementing all relevant Trust policies.

Education Provision and Standards:

- Ensuring that an effective curriculum is developed and implemented with reference to up-to-date research and regulatory frameworks.
- Establishing and sustaining high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.
- Ensuring that effective use is made of assessment through valid, reliable, and proportionate approaches, driving a consistent focus on pupils' outcomes, using data analytically and benchmarking to monitor progress.
- Ensuring that high quality provision is available to all students regardless of any characteristics including but not limited to race, religion, sexual orientation, gender, disability, economic background or special educational needs.
- Delivering on high expectations and setting challenging targets for the school.
- Monitoring, evaluating and reviewing practice and promote effective improvement strategies.
- Ensuring that all the activities of the school are conducted in accordance with all legal requirements and regulations by seeking advice and guidance from the Trust Partnership Services and ensuring that all managers are consistently applying Trust policies

Additional Responsibilities:

- Dealing with any immediate problems or emergencies according to the school's policies and procedures.
- Complying with the Trust and school policies and procedures at all times.
- Undertaking other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the school and wider organisation.

Person Specification

Qualifications	Essential	Desirable
Qualified Teacher Status (QTS)	X	
National Professional Qualification for Headship (NPQH)		X
Further study to Masters level or beyond		X
Experience and Knowledge		
An ability to drive and deliver transformational and cultural change	X	
Demonstrable primary school leadership at a senior level	X	
A clear understanding of what constitutes an excellent school, including 'outstanding' as defined by Ofsted, and what needs to be done to maintain that standard	X	
A deep knowledge and clear understanding of educational legislation, new innovations and developments	X	
An understanding of and commitment to working within diverse communities	X	
Skills		
An innovative leader, with a clear understanding of education opportunity and how it can be translated into practical reality	X	
An outstanding, collaborative leader with the ability to forge positive relationships to promote success	X	
An enthusiastic leader, committed to ensuring the best possible outcomes for children and the community	X	
The ability to build a sustainable workforce of high-quality staff and leaders	X	
The ability to provide clear direction and shared purpose for all children, staff, and stakeholders	X	
A commitment to working positively with all stakeholders and partners	X	
Excellent communication skills with all children, staff, and stakeholders	X	
Strong negotiation skills and the ability to influence others to the benefit of the Trust	X	
Other		
A proven ability to successfully manage all resources effectively	X	
The ability to motivate staff to ensure high performance	X	
The ability to translate a visionary/innovative concept into a practical implementation plan and deliver this	X	
An ability to use the full range of leadership skills and qualities including emotional intelligence as appropriate to the situation	X	
An enthusiastic and motivational leader	X	
The ability to drive forward change including in challenging circumstances	X	
Resilience and determination including the ability to also provide support, demonstrate empathy and deal with staff in a sensitive and considerate manner	X	
A personal commitment to inclusion and diversity to ensure the maximum benefits for children and equity in employment and service delivery matters	X	
A strong commitment to personal development and the personal development of all staff	X	

How to apply

To find out more about the role and the application process, we recommend that, in the first instance, you contact our recruitment partners, Propelo, on 01273 222 877, by email at **thpt@propelo.co.uk**, or by visiting <https://thpt.our-careers.co.uk>

Closing date for applications: Sunday 20th September 2026 at 8pm

Interview Dates: 28th & 29th September 2026

The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). THPT Schools is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We may also conduct an online search about any shortlisted candidates as part of our due diligence to identify any matters that might relate directly to our legal duty to meet safeguarding duties, in accordance with Keeping Children Safe in Education (KCSIE). All applicants must be able to provide evidence of their Right to Work in the UK prior to commencement of employment.