



# Head of School Recruitment Pack

'Life in all its fullness' John (10:10)



# Introduction from the Executive Head of School

**Thank you for your interest in becoming a Head of School within the Compass Federation.**

St Paul's is a distinctive and much-loved village school with a strong Christian vision and an innovative approach to learning.

At Compass, we work closely together to ensure our school communities feel supported to develop and improve. Through honesty, openness and transparency, we work collaboratively to provide high-quality education while respecting the unique context of each of our schools.

We are ambitious for our children, staff and communities. This ambition is reflected in our commitment to excellent teaching and learning, strong leadership and professional collaboration. Our Head of Schools and Heads of School work closely together to support and challenge one another and are deeply committed to the success of their own schools and communities.

For our Church schools, our Christian values underpin everything we do. Working in partnership with the Rochester Diocesan Board of Education, we seek to ensure that our children and communities flourish academically, spiritually and socially.

This is an exciting time to join Compass, with growth and development plans that will benefit pupils, staff and families across the Federation.

If you would like to discuss the role further or arrange an informal visit, please do not hesitate to contact me.

*Ben Hulme*





## About Compass

**Compass Federation is a partnership of schools in Kent committed to working collaboratively to provide the very best education for the children and communities we serve. Our schools maintain their own unique identity and character while benefiting from the shared expertise, leadership and support that the federation provides. By working together, our schools strengthen one another and strive to continually raise standards for every child.**

Compass Federation values strong, ethical leadership and supports school leaders to lead with confidence, integrity and a clear moral purpose. At the heart of our work is a shared commitment to ensuring that every child has the opportunity to succeed and flourish. Through collaboration across our schools, we aim to provide a high-quality education that prepares pupils for a bright and successful future.

Compass Federation is an equal opportunities employer. We welcome applications from all sections of the community and are committed to creating an inclusive environment for staff and pupils. If you require any reasonable adjustments to support you with your application or the interview process, please contact the school office.

We value every member of staff and believe that strong, supportive professional relationships are key to the success of our schools. We are committed to developing our workforce through high-quality professional development and opportunities for career progression.

We offer:

- A positive and friendly working environment
- Teachers' Pension Scheme and Local Government Pension Scheme
- Opportunities for professional development and career progression
- Flexible working where possible
- Wellbeing support services





# About St. Paul's

## **School Ethos and Values**

St Paul's Church of England Primary School is a welcoming village school in Swanley Village, serving children from Reception to Year 6. Rooted in a strong Christian vision inspired by the message of "life in all its fullness" (John 10:10), the school provides a caring and nurturing environment where every child is known, valued and supported to flourish. The school community encourages pupils to grow in confidence, resilience and character through a culture of high expectations, compassion and mutual respect. Daily worship, reflection and a values-led ethos underpin school life, helping children develop spiritually, socially and emotionally as well as academically.

## **Curriculum and Learning**

St Paul's offers a broad and engaging curriculum designed to inspire curiosity and foster a lifelong love of learning. The school adapts the National Curriculum to ensure learning is meaningful, relevant and ambitious for all pupils. Children are encouraged to see themselves as scientists, mathematicians, artists, performers and athletes, with opportunities to develop their skills across all areas of the curriculum. A distinctive feature of the school is its innovative use of continuous provision from Reception through to Year 4, creating stimulating learning environments where pupils explore, investigate and develop independence in their learning. This approach encourages creativity, resilience and a strong sense of ownership over learning. Learning is further enriched through a wide range of experiences, including Forest School, educational visits and residential opportunities that help pupils develop confidence, independence and teamwork.

## **Looking Ahead**

St Paul's is a proud member of Compass Federation, working collaboratively with partner schools while maintaining its unique identity and strong connection to the local community. The school benefits from strong partnerships with families, the church and the wider community, ensuring that every child is well supported and able to thrive. This is an exciting opportunity for a new Head of School to build on the school's strong foundations, further develop its distinctive educational approach and lead the school into the next stage of its journey.

## **School at a Glance**

- Swanley Village, Kent
- 107 pupils on roll
- 4 mixed-age classes (half-form entry)
- Forest School and outdoor learning
- Continuous Provision from Reception to Year 4
- Strong links with the parish church
- Part of the Compass Federation



# About the Vacancy

## **Head of School – St. Paul's Church of England Primary School**

**Full time. Permanent**

**Based at St Paul's Church of England Primary School, Swanley Village, Kent**

**Salary: L1-L8**

**Required: September 2026**

Compass Federation is seeking to appoint an exceptional Head of School for St Paul's Church of England Primary School to provide inspirational, strategic and operational leadership. St. Paul's is a half-form entry primary school with 107 pupils on roll, across 4 mixed-age classes. The successful candidate will lead the school in delivering high-quality primary education within a distinctively Christian and inclusive environment, ensuring that every child is supported to thrive academically, spiritually, socially and emotionally. St Paul's is part of Compass Federation, where schools work collaboratively while maintaining their own unique identity and strong connection to their local community. The successful Head of School will work closely with the Executive Head of School, leading on the day-to-day leadership of the school including curriculum, behaviour and staffing.

We are looking for a passionate and committed leader who:

- Shares our vision and Christian values
- Has the ability to inspire staff, pupils and the wider community
- Is committed to high standards of teaching and learning
- Values collaboration and partnership across the federation

This role would particularly suit an experienced senior leader ready for headship or an existing Head of School seeking a collaborative federation environment.

**Closing date for applications: 9am, Monday 20 April 2026**

**Interviews: Thursday 23 April 2026**

We warmly encourage prospective candidates to visit the school. Visiting St Paul's is the best way to experience the warmth of our community and see our distinctive approach to learning in action. Please contact the school office to arrange a visit with the Executive Head.



## Why Join Us?

**This is a rare opportunity for an ambitious and values-driven Head of School to lead the next stage in the development of St Paul's Church of England Primary School, a distinctive village school within the supportive and collaborative Compass Federation.**

St Paul's is a school with a strong sense of community, a clear Christian vision and a commitment to ensuring every child flourishes academically, socially and spiritually. The school has developed a distinctive approach to learning through its use of continuous provision from Reception through to Year 4, creating engaging environments that nurture independence, curiosity and resilience in pupils. The successful candidate will play an important role in sustaining and further developing this approach while ensuring high standards of teaching, learning and pupil outcomes across the school.

As Head of School, you will provide clear strategic leadership while maintaining a strong moral purpose centred on the wellbeing and success of every child. You will lead the day-to-day life of the school, embedding high expectations, supporting staff development and building strong relationships with pupils, families, the church and the wider community.

As part of Compass Federation, you will benefit from close partnership working with experienced federation leaders, governors and colleagues across the schools. The federation provides professional support, coaching for leaders, collaboration and shared expertise, enabling leaders to work together to improve outcomes while allowing each school to retain its own identity and character.

This role offers the opportunity to lead a valued community school, build on its strong foundations and shape its future direction. It will particularly appeal to a leader who is reflective, collaborative and committed to ensuring that every child has the opportunity to thrive and succeed.

### **What Makes This Role Special?**

This role offers the opportunity to:

- Lead a distinctive village Church school with a strong community identity
- Develop an innovative approach to learning through continuous provision to Year 4
- Work closely with an experienced Executive Head and supportive federation team
- Shape the next stage of the school's development while retaining its unique character
- Lead a small school where relationships and visibility matter



# About You

## **1. Purpose of the Role**

The Head of School will provide inspirational, strategic and operational leadership to ensure that the school delivers high-quality primary education within a distinctively Christian environment. The post holder will ensure that every child is nurtured academically, spiritually, socially and emotionally, in line with the values and teachings of the Church of England.

## **2. Christian Vision and Ethos**

Leading with faith, purpose and inclusion

The Head of School will:

- Articulate and embed a clear Christian vision that shapes the life and work of the school
- Ensure the school's ethos is distinctively Christian, child-centered and inclusive
- Work closely with governors, parish clergy and the Diocese to strengthen the Anglican character of the school
- Ensure high-quality Collective Worship and Religious Education
- Lead preparation for SIAMS inspection

## **3. Strategic Leadership and School Improvement**

Setting direction and securing sustained improvement

The Head of School will:

- Provide clear strategic direction and vision for the school's future
- Lead the development, implementation and evaluation of the School Development Plan
- Ensure sustained improvement in outcomes for all pupils
- Monitor and evaluate standards of teaching, learning and assessment
- Ensure compliance with Ofsted, SIAMS and statutory requirements



#### **4. Teaching, Learning and Curriculum**

Securing excellence in the quality of education

The Head of School will:

- Ensure consistently high-quality teaching and learning across the school
- Be committed to and champion Continuous Provision
- Promote a broad, balanced and ambitious curriculum rooted in Christian values
- Ensure effective early reading and phonics provision
- Use assessment information to track progress and inform targeted support
- Promote curiosity, creativity and a love of learning

#### **5. Pupil Outcomes, Inclusion and SEND**

Ensuring every child can flourish

The Head of School will:

- Promote high expectations and achievement for all pupils
- Ensure effective provision for SEND, disadvantaged and vulnerable pupils
- Foster inclusive practice and equality of opportunity
- Support pupils to develop confidence, resilience and independence

#### **6. Pastoral Care, Wellbeing and Safeguarding**

Creating a safe, nurturing and supportive environment

The Head of School will:

- Create a culture where every child feels safe, valued and supported
- Promote pupils' spiritual, moral, social and cultural development
- Ensure safeguarding and child protection arrangements are robust and compliant
- Act as Designated Safeguarding Lead
- Promote positive behaviour and emotional wellbeing





## **7. Leadership and Management of Staff**

Developing people, culture and collective responsibility

The Head of School will:

- Lead, inspire, and develop staff through effective performance management
- Support professional development, including early career teachers
- Promote staff wellbeing and a positive working culture

## **8. Governance and Finance**

Working in partnership to secure sustainability and accountability

The Head of School will:

- Work in close partnership with the Governing Body
- Advise governors on strategic and educational matters in line with the schools Scheme of Delegation
- Ensure effective deployment of staffing and resources
- Contribute to budget planning and financial management

## **9. Parents, Church and Community**

The Head of School will:

- Build strong, trusting relationships with parents and carers
- Develop close links with the local parish church
- Represent the school positively within the local community and diocese
- Encourage parental engagement and community involvement

## **10. Equality, Diversity and Professional Conduct**

The Head of School will:

- Promote equality, diversity and inclusion in line with Christian values and legislation
- Model the highest standards of professional conduct
- Fulfil all professional duties in accordance with the Teachers' Standards and Head of Schools' Standards



# Person Specification

We are seeking a values-driven and aspirational leader who combines strategic thinking with warmth, visibility and strong moral purpose. The successful candidate will be committed to delivering high-quality education within a distinctively Christian environment and will lead with integrity, compassion and high ambition for every pupil and adult within the school community.

## 1. Essential Leadership Experience

**The successful candidate will be able to demonstrate:**

- Successful experience at senior leadership level within a school or Trust
- A strong track record of raising standards and improving outcomes for pupils
- Clear and confident leadership of teaching, learning and curriculum development
- Secure understanding of safeguarding responsibilities and statutory requirements
- Experience of working effectively with governors and a range of stakeholders
- The ability to articulate and model a clear Christian vision that shapes school culture and practice
- Up-to-date knowledge of the educational landscape and future developments

## 2. Desirable Development Indicators

**It would be advantageous for the candidate to demonstrate:**

- Completion of, or working towards, NPQ Senior Leadership, Headship or equivalent
- Knowledge and experience of Continuous Provision
- Experience of leadership across different phases of education
- Involvement in Trust-wide or partnership working beyond a single school
- Experience of leading change during a period of growth or development
- Strong understanding of diversity, inclusion and the impact these have on outcomes and lived experiences
- EYFS and/or KS1 leadership
- Early reading and language as strategic priorities





### 3. How We Will Assess Your Application

#### **Applicants will be assessed through a combination of:**

- Application form
- Interview
- Presentation and professional discussion
- Assessment will focus on leadership impact, strategic thinking, alignment with the school's Christian ethos and the ability to inspire, challenge and support others.

Compass Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful candidate will be expected to uphold the Trust's safeguarding policies and professional standards at all times.

If you are a leader who believes deeply in the power of education, faith, and community to transform lives, we would warmly welcome your application.





## Contact Us

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