



# Earlsfield Primary School

## Headteacher

### Recruitment Pack

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## WELCOME TO OUR SCHOOL

**Dear Applicant,**

We are delighted you are considering making an application to join our school and community as Headteacher.

To help you consider taking this next step in your career, we have put together this information pack to give you a flavour of the school. Whilst we are proud of retaining our OFSTED rating, it is, we feel, only one measure of our success.

Earlsfield prides itself on its commitment to continuous improvement. This ranges from encouraging and developing staff, to keeping abreast of developments in pedagogy, the national curriculum and pupil welfare. This commitment takes many forms, some of which we have included here, but much more can be found on our website. We would encourage you to take a look.

If you like what you see, we would love to show you around in person. Please contact our SBM Michael Gava [michael.gava@earlsfield.wandsworth.sch.uk](mailto:michael.gava@earlsfield.wandsworth.sch.uk) who will be happy to arrange a time during the weeks beginning 5<sup>th</sup> January and 12th January 2026.

We wish you the best of luck in your application should you choose to apply and look forward to meeting you.

Deena Lamela-Panthaky  
Chair on behalf of The Governing Board

Earlsfield is a two form entry primary school with 407 pupils currently on roll. In addition we have a large nursery offering 24 full time and 32 part-time places. We enjoy a privileged position in the heart of a vibrant community, making us the first choice for a range of families in the area

## Our staff

Our Senior Leadership Team currently comprises three Assistant Heads (Inclusion, KS1 and KS2) along with our Headteacher and School Business Manager. They work closely together to ensure synergy across the school, whilst supporting excellence across all stages of the school.

To support children in a range of different ways we have a strong multi talented staff of teachers, teaching assistants and learning support assistants. We also have a range of fully qualified specialists to deliver a range of subjects including PE, Gymnastics and Music. We have a blend of long serving experienced staff at all levels, working alongside ECT's who combine skills to innovate, and continue to ensure each child is able to work to and achieve their full potential.

## Wraparound Care

Our Breakfast and After School Care was brought in house last year and continues to go from strength to strength, hosting children from 8am-6pm. Being a key part of a thriving community we are keen to support working families. Feedback from pupils and parents has been extremely positive and is reflected in the even higher numbers of uptake.

## Extra curricular activities

We run a variety of clubs taking place before or after school, offering over 450 places in total from Reception to Year 6, which are always either full or oversubscribed.

We aim to cater to as many children as possible covering a variety of activities. These vary from chess to a range of sports, skateboarding to embroidery, and poetry to Lego. Clubs are run by staff or external providers which encourages pupils to develop and try a range of interests to complement learning.

## Governing Body

Our governing board enjoys working closely with and supporting the school. We are fortunate to have a range of skills and professions to do this. We are a board of thirteen, which includes parents, staff, Local Authority appointed and co-opted members. By working closely with the school, we are committed to ensuring the school's continued success. This takes many forms, from working to identify and achieve our strategic aims to providing bespoke support on any issue as required.



## SEND

Earlsfield is an inclusive school. We aim to ensure that all pupils including those with special educational needs and disabilities have full access to all school activities so far as this is reasonable and practical, whilst ensuring that the provision is compatible with the pupil receiving special education provision and consistent with the efficient education of other children in the school and the effective use of resources.

At Earlsfield, every teacher is expected to be a teacher of every child, including those with SEND. Teachers are responsible and accountable for the progress and development of the pupils in their class, including where pupils access support from teaching assistants or specialist staff. We are committed to high quality teaching that is differentiated and personalised and strive to provide a curriculum which is accessible to, and meets the individual needs of, the majority of children and young people.

## Curriculum

At Earlsfield, we offer our pupils an inspiring curriculum that is broad, balanced, diverse and reflective of the global society and culture in which we live. We believe that all children should be challenged to become masters of their own learning. At each stage of education, our school curriculum needs to prepare pupils for adult life by equipping them with the knowledge and skills they need to be responsible, respectful and active citizens who contribute positively to society, developing their understanding of fundamental human values, their understanding and appreciation of diversity, celebrating what we have in common and promoting respect for all.



Earlsfield achieved its **Outstanding** rating in 2017 and were delighted to retain it in 2023, in an increasingly challenging landscape.

We are particularly proud of the inspector comments with regard to our academic attainment, the opportunities we provide to all our learners and behaviour.

“Pupils are proud of their school and excited to share their learning and experiences. Leaders provide an ambitious curriculum that ensures all pupils achieve well. Learning is carefully planned, and pupils are highly motivated to learn. OFSTED 2023”

“Leaders provide a wealth of opportunities to enrich pupils’ wider development. They provide pupils with well-considered school visits and visiting speakers. OFSTED 2023”

“Pupils’ behaviour is exemplary. This begins in early years where children learn to follow routines exceptionally well. Leaders promote the school’s values, which are a central part of pupils’ school life, very positively. Leaders deal seriously with any rare incidents of bullying. Pupils are taught about positive relationships. They care about their peers. Leaders help pupils to keep safe and very happy”

# “BRIGHT THINKERS, BRIGHT FUTURES”

## Our Vision:

At Earlsfield, all members of the school community will develop every child to their full potential as ‘Bright Thinkers’ with ‘Bright Futures.’

We support children in becoming global citizens by preparing them to embrace challenges together in an environment that promotes resilience, creativity and critical thinking. This enables children to take risks to succeed. Challenge is the foundation of our success.

We have been a Unicef Rights Respecting School since December 2010, the principles of the “Rights Respecting Agenda” underpin everything we do at Earlsfield to promote responsibility and citizenship.

In addition we are currently the proud holders of the Arts Mark Silver Award that recognises and celebrates our commitment to the arts.



## Academic Performance:

The headlines for 2024-25 continue to be overwhelmingly positive. The school continues to have a strong academic profile and children achieve well. This is testament to the hard work and dedication at all levels of the school.

In Early Years GLD (Good Level of Development) at the end of Reception was **above national**.  
Phonics achievement in Year 1 was **above national**.

KS 1 attainment in reading, writing and maths expected standard and greater depth was **above the local authority average**

KS2 attainment for reading, writing and maths expected standard and greater depth was **above the local authority average**

## Wellbeing:

The School is firmly committed to supporting the emotional health and wellbeing of the whole school community. The children are supported by the School’s Peer Listeners, ELSA (Emotional Literacy Support Assistant), nurture groups, Place2B, early help assessments (EHAs), liaising with parents/carers or simply providing time out for a child to speak to one of the school’s Learning mentor or a member of staff.

*Place2Be helps you feel less angry, make friends, get more confident, sort out your problems, make you feel special, make everything better.– Year 5 pupil*





## Headteacher Job Description

Job title	Head Teacher, Earlsfield Primary School
Reports to	The Governing Board and Local Authority
Grade	L16-22
Contract type	Full time, permanent
Start date	September 2026
Application closing date	Midnight Sunday 18 <sup>th</sup> January
The duties outlined here are in addition to those covered by the latest School Teachers' Pay and Conditions document, which should be read in conjunction with this document.	
Other duties include:	
<ul style="list-style-type: none"><li>❖ Meeting the National Standards for Headteachers</li><li>❖ Achieving any performance criteria, objectives and targets agreed with, or set by, the school's Governing Body</li></ul>	
The role	To lead and manage the school to ensure the achievement of excellent educational standards and to promote and safeguard the welfare of pupils in accordance with the national curriculum and agreed standards and criteria.

Outline of the role	<p>To lead and manage the school effectively and efficiently.</p> <p>To be the lead professional and positive role model within our school community.</p> <p>To ensure the highest possible quality of education and range of educational opportunities for all pupils, through uncompromising high ambition.</p> <p>To provide clear vision and positive, incisive and purposeful leadership with strategic direction to ensure a sustained improvement in pupil achievement.</p> <p>To ensure that resources are efficiently and effectively used to achieve the school's aims and objectives.</p> <p>To show decisive leadership in evaluating, together with Governors, the most effective structure and strategic direction of the school in order to deliver the best possible outcomes for our pupils.</p> <p>To nurture a supportive culture that promotes excellence, equality and high expectations.</p> <p>To lead the day-to-day organisation and administration of the school to its aims and targets.</p> <p>To have overall responsibility for safeguarding.</p> <p>To support parents / carers and children and serve the needs of the local community in line with the vision and strategic plan for the school.</p> <p>To have ambition and seize opportunities for the school to share good practice and expertise and learn from others beyond its boundaries.</p>
Equal opportunities	The post holder will be expected to carry out all duties in the context of and in compliance with the Council's Equal Opportunities Policies.

Leadership and management	<p>Adopt a dynamic, caring and flexible leadership style which will both influence and motivate staff and pupils to achieve their potential.</p> <p>Maintain high performance within the school where each individual member of the team is encouraged, supported, and developed to deliver outstanding results for pupils.</p> <p>Manage the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities.</p> <p>Recruit, retain and deploy staff appropriately and manage their workload effectively.</p> <p>Delegate effectively and monitor the impact of leadership and management.</p> <p>Lead successful performance management processes with all staff ensuring effective arrangements for appropriate, accurate, and timely management information to enable continuous evaluation of performance and satisfy external bodies.</p> <p>Ensure the school and environment is managed and organised efficiently.</p> <p>Manage the maintenance, repair and improvement of all facilities.</p> <p>Ensure a challenging and clear programme of professional development for all.</p>
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Learning and teaching	<p>Ensure a consistent and continuous focus on pupils' achievement, using data and benchmarks to objectively monitor progress of every pupil.</p> <p>Ensure the school continues to develop as a pupil-focused community using innovative and creative approaches.</p> <p>Ensure that learning is at the centre of strategic planning and resource management.</p> <p>Ensure exemplary professionalism from all staff.</p> <p>Instil a culture and ethos of high expectations of behaviours and achievement.</p> <p>Monitor, evaluate, and review classroom practice and develop innovative improvement strategies.</p> <p>Working with the inclusion lead <a href="#">to ensure the support of children with SEND to secure their highest possible achievement and wellbeing.</a></p> <p>Ensure that all staff receive high quality training, support and coaching to enable them to perform to their best and that talent is nurtured and developed; any underperformance is recognised quickly and addressed effectively.</p> <p>Maintain strong working relationships with the community, agencies, and other stakeholders including parents / carers and the Governing Board.</p>
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Finance, accountability and governance	<p>Responsibility for overseeing the production of the annual budget and financial strategy for approval by the Governing Board</p> <p>Effectively manage the application of resources to ensure the school is able to deliver its aims and objectives within the annual budget.</p> <p>Provide a clear and accurate account of school performance to all audiences, including Governors, parents / carers, the Local Authority and Ofsted.</p> <p>Ensure compliance with child protection, safeguarding, health and safety and other safety requirements.</p> <p>Ensure that all those who have specific responsibility regarding the operation of the school are clear on their duties.</p> <p>Actively support the Governing Board to understand its role and deliver its functions effectively – in particular, its functions to set school strategy and hold the Head Teacher to account for pupil, staff, and financial performance.</p>
Wider stakeholder and community engagement	<p>Promote positive behaviour and SEND strategies</p> <p>Ensure the wider community is involved and reflected in school initiatives</p> <p>Collaborate with other agencies in providing for the academic, moral, social, emotional, spiritual and cultural well-being of pupils and their families</p> <p>Maintain effective partnerships with parents and carers to support and improve pupils' achievement and personal development</p> <p>Seek opportunities to invite parents and carers, community figures and businesses into the school, to enhance and enrich the school and its value to the wider community</p> <p>Contribute to the development of the education system by, for example, working in partnership with other schools and external learning areas to ensure the best possible learning environment for pupils and staff.</p>

Safeguarding and welfare	<p>Prioritise robust implementation of safeguarding systems, to ensure that children and staff work and learn in a safe and supportive environment</p> <p>Ensure safeguarding and child protection policies and procedures are implemented rigorously and reviewed at regular intervals</p> <p>Create a vigilant safeguarding culture that is embedded into the life of the school</p>
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**Earlsfield Primary School**  
**Tranmere Road London SW18 3QQ**  
*The London Borough of Wandsworth*

Headteacher: Mrs H.Bryde  
Business Manager: Mr M.Gava



## **Earlsfield Primary School**

### **Headteacher Person Specification**

#### **Qualifications and experience**

Qualified teacher status with a graduate level qualification  
NPQH or other relevant professional qualification  
Proven commitment to professional development in leadership and management  
Substantial and successful teaching experience in a primary setting  
Proven track record of leading school improvement and raising standards

#### **Personal characteristics**

##### **Visionary Leadership:**

Ability to identify and set a clear, ambitious vision for the school, inspire staff and pupils in the pursuit of excellence

##### **Commitment to Inclusion & Diversity:**

Promotes equality and respect, ensuring a safe, nurturing environment to achieve high levels of progress and attainment for every child in a fully inclusive school.

##### **High Expectations & Standards:**

Maintains uncompromising standards for pupil achievement, staff performance, and behaviour.

Fosters a culture of excellence throughout the school.

**Curriculum Expertise:**

Possesses deep understanding of the primary curriculum and assessment frameworks; ensures breadth, balance, creativity, and statutory compliance in teaching and learning.

Demonstrable pedagogical knowledge

**SEND & Safeguarding Knowledge:**

Comprehensive knowledge of SEND provision and legislation

Able to demonstrate safeguarding awareness and leadership that ensures robust systems for pupil welfare and inclusion, with proactive risk management.

**Data-Driven Decision Making:**

Uses data and benchmarks to monitor progress and improvement, ensuring accountability and transparency.

**Financial & Resource Management:**

Manages budgets and resources effectively and prudently to achieve priorities, ensure sustainability, and deliver value for money while maintaining high educational standards.

**Staff Development & Performance:**

Coaches, mentors, and manages staff performance.

Fosters a culture of continuous professional development and succession planning.

**Communication & Interpersonal Skills:**

Communicates clearly and persuasively.

Able to build strong relationships with pupils, staff, parents, governors, and external partners to promote collaboration.

**Community Engagement:**

Develops partnerships with parents, local agencies, and community organisations to enrich school life and improve outcomes for all pupils.

**Resilience & Adaptability:**

Able to respond positively to challenges

Manages change effectively and maintains focus under pressure.

Demonstrates flexibility and problem-solving skills.

**Creativity & Innovation:**

Encourages new ideas and approaches to enhance teaching, learning, and school improvement, fostering a culture of innovation and curiosity.

**Accountability:**

Ensures clear responsibility for outcomes.

Provides transparent reporting to governors and stakeholders, and maintains compliance with statutory requirements.

**Reflective Practice:**

Self-critical and open to feedback

Committed to continuous improvement and evidence-based practice, modelling lifelong learning for staff and pupils.

**Motivational & Inspirational Leadership:**

Creates enthusiasm and commitment among staff and pupils.

Leads by example with integrity, passion<sup>7</sup> and a focus on shared success.

**Strategic Planning:**

Develops and implements long-term plans aligned with school vision and priorities.

Able to demonstrate sound financial and operational planning.

**Teamwork & Collaboration:**

Builds a culture of shared responsibility and distributed leadership.

Works collaboratively with senior leaders, governors, and external partners.

**Problem-Solving & Decision-Making:**

Makes sound, timely decisions based on evidence and professional judgement.

Resolves conflicts constructively and ethically.

**Empathy & Approachability:**

Demonstrates care, compassion, and accessibility to staff, pupils, and parents; fosters trust, openness, and a positive school culture.