

# HEADTEACHER Candidate Pack



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# WELCOME TO ANGLIAN LEARNING



Thank you for your interest in the position of Headteacher at Clare Community Primary School, part of Anglian Learning. We are delighted that you are considering an application to become a Headteacher in one of our schools and to join our trust.

Anglian Learning is an ambitious, forward-looking trust of eight secondary schools and fourteen primary schools, across Cambridgeshire, Essex and Suffolk. All of our schools are proud of their unique identity and values, reflecting the strong community ethos that underpins how we work. If you apply and are successful in being appointed, you will genuinely be a headteacher with agency to develop the school, within our supporting Core Standards and Frameworks, to reflect that specific context and to ensure that all children and young people, regardless of their starting points, achieve excellent outcomes and access wonderful, inspiring opportunities and experiences that create lifetime lasting memories.

At the same time, we are driven to unleash and harness the significant capacity for improvement that comes from working closely together as a group of transformational leaders and schools. Anglian Learning has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes; and where we are also determined to leave no school behind in the Trust. By joining Anglian Learning, you will not only be in a position to positively influence the lives of the many pupils and staff in your own school but the 1000s across the whole trust.

Our Trust Strategy 2030 sets out this ambition, seeking to ensure that we build a strong sense of pupil belonging in a fully inclusive, relational environment; enable truly great schools; and connect powerfully with our communities. We also passionately believe that our most valuable resource in delivering this ambition is our people, and if you apply and are successful in your application, we promise to develop and support you in your career as a Headteacher, as well as providing a caring, friendly and stimulating environment in which to work.

And this is particularly true of Clare Community Primary School which has a strong inclusive ethos, high aspirations, a committed and skilled staff team and engaged and enthusiastic pupils. It is a great opportunity to lead this school as Headteacher. We are now seeking the right individual who will build on these strong foundations to take the school to the next stage in its journey, and at the same time someone who will contribute to the Trust's mission to enable all pupils to flourish and thrive as individuals.

If this sounds like a mission you wish to be a part of then we very much look forward to hearing from you. For an informal discussion regarding this role, please contact Ross Laird, our Recruitment Consultant, via [rlaird@academicis.co.uk](mailto:rlaird@academicis.co.uk). If you wish to visit the school or make an application for this vacancy, please contact Ross via the email address



**Jonathan Culpin,**  
**CEO,**  
**Anglian Learning**

# OUR VALUES

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## Aspiration

We are ambitious for ourselves and all those in our community to be the best we can be

## Community

We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together

## Empowerment

We enable our academies, staff and learners to embrace new ideas and think creatively

## Inclusivity

We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds



# ABOUT ANGLIAN LEARNING



Founded in September 2016 of four community-facing secondary schools seeking to share knowledge and provide mutual support, Anglian Learning has grown over the past seven years to be one of the leading school trusts in the region.

Educating more than 11,000 pupils and employing over 1,650 staff across three counties and 22 academies, the Trust's mission is to enable inclusive and aspirational learning in every classroom, empower leaders across every academy, and ensure inspiring opportunities and educational success for all of our learners, people and communities.

Alongside this, the Trust remains committed to its heritage which is rooted in local communities and several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under the banner of Anglian Leisure. Local, high quality and representative governance of schools is a key aspect of our leadership structure and we are recent winners of the NGA National Outstanding Governance Award as a reflection of this commitment.

In addition to our commitment to celebrating our community ethos, we believe strongly in empowerment: of pupils, our people and, crucially, our leaders. As recent research has reiterated, headteachers are incredibly influential in the success of schools and of their learners. The role of the Trust is therefore to provide the environment in which our leaders can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, finance, ICT, estates and operations. Therefore, our school leaders have the space and focus to drive school improvement in the curriculum, teaching, behaviour and in establishing the healthy culture and ethos that underpins this.

Educating more than  
**11,000**  
pupils

Employing over  
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members of staff

**3**  
counties

**22**  
academies

# ABOUT ANGLIAN LEARNING

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Unless a school is in challenging circumstances, leaders are encouraged and expected to have appropriate professional agency over determining what works in their context and to deliver it.

At the same time, our academy improvement strategy, co-constructed with executive headteachers, headteachers and the central team, has established our common broad expectations around the curriculum, inclusion, safeguarding and leadership, setting a high bar to which all schools aspire.

We provide bespoke support and challenge where needed; have an extensive professional development programme available to all staff; numerous opportunities for school leaders to lead projects, to collaborate and share what works, building capacity and exchanging knowledge so that no school is left behind.

We enable innovation and access to the best practice nationally, as demonstrated by our role as one of the eight national Creativity Collaborative hubs, funded by Arts Council England. This also reflects one of our other core values, inclusion.

Excellence in academic, end of key stage outcomes is critical in ensuring our young people can transition to the next phase of their education successfully and we expect only the best for all of our pupils, no matter their starting points.

A whole education is also about a broad, balanced and rich curriculum, with a strong emphasis on the arts and creative thinking, developing children who are excited, inspired and empowered by their experience of school and who will go on to make the communities in which they live better places for all.

“ We expect only the best for all of our pupils, no matter their starting points. ”



# WORKING FOR ANGLIAN LEARNING



One of our core principles is that we constantly strive to build a healthy organisational culture, central to which is making sure we are a learning community where everyone can achieve their potential. We create a strong sense of belonging and a place where staff feel appreciated and fairly rewarded for the work they do. We are a flexible employer that supports colleagues to balance their lives and recognises how staff give back to our young people.

## Staff survey

Our most recent staff survey indicated that a high proportion of staff:

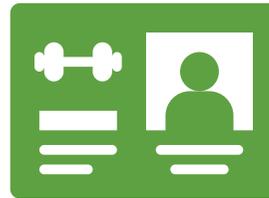
- Feel as though they belong within Anglian Learning
- Agree that they are provided with relevant opportunities for professional development
- Feel that there is a positive culture of psychological safety within their school
- Have high levels of job satisfaction and happiness at work Would recommend our organisation as a great place to work
- Almost all staff who responded to the survey feel part of a team within their school and can rely on colleagues for support when needed.

Joining Anglian Learning as an headteacher comes with a myriad of benefits, fostering both personal and professional growth. Membership of the Trust Leadership Group (TLG) provides a platform for collaboration and knowledge sharing with attendance at Trust Leadership conferences enabling leaders to access innovative educational practice. Regular Primary Leadership meetings and engagement with peer review also provide further opportunity for collaboration.

The coaching and mentoring programmes embedded within our framework offer tailored support for continuous professional development. This, along with access to a comprehensive professional development programme including the National College and support to complete NPQs, is testament to our commitment to leadership excellence. Trust membership of Whole Education amplifies the scope for our leaders to develop their practice further and develop a network that extends beyond the Trust.



# BENEFITS



Career Average Revalued Earnings Pension Scheme (CARE)



Cycle to Work Salary Sacrifice Scheme



Free membership to all Anglian Learning Sports Centres



20% discount on Anglian Learning Adult Education Courses



Professional Development Scheme Policy



Employee Assistance Programme



Specsavers VDU Vouchers



Boots Flu Vouchers



Perkbox – a benefit, reward and recognition platform offering a wide range of discounts on high street and online shopping



# HEADTEACHER ROLE SUMMARY

## Clare Community Primary School

Clare Community Primary School is a warm, ambitious, and community-focused primary school serving children aged 4–11 in the historic Suffolk town of Clare. As a 210-place school, it offers a close-knit, inclusive environment grounded in five core values that shape every aspect of school life: Citizenship, Learning to Learn, Aiming High, Respecting Ourselves and Others, and Enjoying Learning. These values underpin a nurturing ethos that supports pupils to become confident, caring, and motivated learners.



The school benefits from well-equipped facilities and extensive outdoor learning spaces, enriching and extending pupils' experiences. A strong sense of citizenship and community permeates school life, strengthened by rich local links and meaningful opportunities beyond the classroom.

Clare Community Primary School maintains highly positive partnerships with parents and carers, fostering a collaborative culture that supports every child's progress and wellbeing. Through its open-door approach and regular celebration of achievement, families feel welcomed, valued, and deeply connected to the life of the school—ensuring pupils thrive at the heart of a truly united community.



# HEADTEACHER JOB DESCRIPTION

**Salary:** L14-L20 (£71,330-£82,654)

**Hours:** Full time; requires a commitment beyond standard school hours, while also accommodating additional responsibilities essential to the role.

**Pensions:** Teachers' Pension Scheme

**Annual Leave:** In accordance with the STPCD, with school holidays serving as the allocated leave periods

**Disclosure Level:** Enhanced DBS and Barred List Check

## JOB PURPOSE

To provide visionary leadership for Clare Community Primary School

## VISION AND EXPECTATION OF THE ROLE:

- Utilise, cultivate, and retain top-tier leaders at all levels within the primary sector of the Trust, extending into the future.
- Research and pioneer innovative models of school leadership, harnessing specialised expertise for widespread application across the primary sector.
- Elevate and innovate the quality of education in the primary sector, encompassing adaptable teaching and learning methods and the design and implementation of a curriculum tailored to meet the demands of 21st-century education.

**Location:** The post holder will be based at Clare Community Primary School

**Responsible to:** Deputy Director of Primary Education



# HEADTEACHER JOB DESCRIPTION

## EXPECTATIONS FOR THE HEADTEACHER

Anglian Learning expects the Headteacher to demonstrate that they possess the requisite leadership capacity for them to undertake this role, showcasing:

- Understanding and active commitment to the Trust's vision, values, and the underlying frameworks.
- Leadership of effective relationships with the school community, including staff, parents, and the governing body.
- Effective communication of complex and contentious messages transparently and constructively.
- Personal commitment to learning and the promotion of equality of opportunity for all pupils.
- High levels of emotional resilience and capacity for overcoming challenges.
- The ability to create and sustain strong, supportive, and nurturing relationships.
- Leadership resulting in a school achieving a good Ofsted outcome.





# HEADTEACHER JOB DESCRIPTION

In addition to the conditions of employment for Headteachers as outlined in the most recent version of the School Teachers' Pay and Conditions Document, the role of Headteacher encompasses:

The provision of strategic leadership and accountability for the direction, standards achieved, and quality in the identified academies, achieved through:

- Ensuring that the Anglian Learning ethos, principles, policies, and procedures underpin practice and provision in the identified academies.
- Providing leadership and management enabling academies to achieve the vision outlined in the Anglian Learning Core standards and foundational expectations.
- Securing the long-term success of the academies and development projects by maximising available skills and creating new and innovative ways of working across academies.
- Building system-wide leadership capacity at all levels through active development of strategic governance, staffing structures, roles, and responsibilities.
- Collaborating with the relevant Trust Shared Services teams (Operations, HR, Finance, IT, Estates) to ensure the academies receive appropriate support.
- Collaborating with the Director of Primary Education/Deputy Director of Primary Education and the Executive Leadership Team in the leadership and development of educational practice across the identified primary academies.
- Liaising with local governing bodies of the identified academies as required and appropriate.
- Ensuring that the academies are outward-looking, fully engage as members of the Trust, fulfil partnership and collaboration responsibilities, and contribute to shaping the vision and direction of Anglian Learning and the wider school-led education system.
- Undertaking any other duties deemed appropriate by the line manager, commensurate with the level of the post. Undertaking any other duties deemed appropriate by the line manager, commensurate with the level of the post.



# HEADTEACHER JOB DESCRIPTION

In addition to the Headteacher, the identified school will have other designated senior leaders who take responsibility in their absence for identified elements of leadership. As such, responsibilities/duties will be delegated by the Headteacher as appropriate.

This job description will be periodically reviewed and updated in collaboration with the postholder to ensure it remains current.

*Anglian Learning is committed to safeguarding and promoting the welfare of young people and vulnerable adults. We expect all staff to share this commitment and those in regulated activity will be subject to an Enhanced DBS Check and online checks. Certificate of Good Conduct and other applicable checks may be requested.*

*This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: [www.anglianlearning.org](http://www.anglianlearning.org).*

*We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Flexible working will be considered for all roles deemed suitable.*

# PERSON SPECIFICATION



## QUALIFICATIONS

Essential:	Desirable:
Qualified to degree level or above.	NPQH / NPQEL
QTS	Further qualifications and / or professional studies relevant to the age range.

## EXPERIENCE

Essential:	Desirable:
Substantial and proven successful experience as a senior leader in a primary setting.	Experience of supporting schools other than their own to improve.
Experience of having led the success of a school through its leadership, ethos, curriculum and outcomes.	Leadership resulting in a school achieving a good or outstanding Ofsted outcome.
Leadership of effective relationships with the school community, including staff, parents and the local governing body.	
Experience of working in a range of primary schools.	

## SKILLS AND KNOWLEDGE

Essential:
Demonstrable and wide-ranging experience of setting high aspirations and leading effective strategies across all aspects of a primary school including curriculum, learning, behaviour administration, finance and communication.
Excellent understanding and knowledge of the primary curriculum.
Proven ability to lead, coach and motivate staff.
Ability to communicate a strategic vision for raising standards and the impact of effective deployment of funding including for the most vulnerable pupils.
Skilled at implementing effective and systematic behaviour management systems.
Good understanding of requirements of the Special Educational Needs Code of Practice.
A thorough understanding of up-to-date safeguarding requirements and best practice.
Good understanding of wider educational research and policy.

# PERSON SPECIFICATION



## PERSONAL QUALITIES

### Essential:

Vision aligned with the Anglian Learning vision and values.

Resilience and motivation to lead the schools through day-to-day challenges while maintaining a clear strategic vision and direction.

Strong organisational skills and ability to delegate.

Relishes new challenges and takes personal responsibility for own actions.

Excellent critical thinking and problem solving skills; has intellectual curiosity and rigour.

Strong interpersonal, written and oral communication skills.

The ability to create and sustain strong, supportive, and nurturing relationships.

A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity.

A willingness to contribute to the wider ethos of the collaboration and sharing best practice within the Trust.



## HOW TO APPLY

If you would like to discover more about this exciting opportunity, need any further information or you wish to have an informal discussion, please contact our retained consultant at Academicis, Ross Laird: [rlaird@academicis.co.uk](mailto:rlaird@academicis.co.uk) or **01223 907979 / 07901 585959**

To apply for the position please send your CV and cover letter to [rlaird@academicis.co.uk](mailto:rlaird@academicis.co.uk); your letter should be no more than 2 sides of A4 and articulate why you are a strong fit for the position.

**Closing date:** Tuesday 7th April 2026 (3pm)

**Shortlisting:** Thursday 9th April 2026 (3pm)

**Interviews:** Thursday 16th April 2026 (Day 1) & Tuesday 21st April 2026 (Day 2)



**ANGLIAN LEARNING**

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