



Federation of St Anne's and St Martin's Catholic Primary Schools

Learning to live by faith and to be known by love



Head of School - St. Martin's Catholic Primary School

Location: St. Martin's Catholic Primary School

Salary: Leadership Scale 2- 8 (dependent on experience) (£51,027 - £59,167)

Contract Type: Full-time

Start Date: January 2026 (or earlier)

Closing Date: 25th June 2025 (applications also considered on receipt)

St. Martin's Catholic Primary School is looking for an experienced, dedicated, and inspiring individual to join our team as Head of School. This is a full-time role that includes a 0.4 classroom teaching commitment, which involves providing day-to-day leadership of the school and play a central role in shaping its strategic direction, spiritual life, and academic success.

We are a welcoming and inclusive Catholic school where children are at the heart of everything we do. As part of a Federation, we benefit from shared expertise while maintaining our individual identity and strong community spirit.

The Role

As Head of School, you will be responsible for the daily running of the school. You will work closely with the Executive Headteacher to lead and support staff, ensure high standards in teaching and learning, and maintain the Catholic life and mission of the school. You will play a key role in school improvement and provide strategic leadership in all areas, including curriculum development, assessment, staff performance, and pastoral care.

You will also act as a key point of contact for parents, governors, the Diocese, and external partners. This is a role for someone who wants to make a long-lasting impact on children's education and wellbeing.

Main Responsibilities

- Support the Catholic ethos and values of the school in all aspects of school life.
- Lead the day-to-day operations of the school, ensuring a safe, supportive, and high-quality learning environment.
- Work with the Executive Headteacher on school improvement planning and whole-school strategy.
- Monitor the quality of teaching and learning and support staff through coaching, mentoring, and professional development.



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- Manage staff performance and lead by example as an excellent classroom practitioner.
- Develop strong relationships with pupils, parents, staff, governors, and the wider community.
- Oversee behaviour, pastoral support, and the personal development of pupils.

The Ideal Candidate

- Is a practising Catholic with a strong commitment to the values of Catholic education.
- Has proven leadership experience in a primary school setting.
- Is an excellent teacher with a track record of improving outcomes for pupils.
- Can lead, inspire, and support staff to achieve the highest standards.
- Has strong communication, organisational, and interpersonal skills.
- Is committed to safeguarding and promoting the welfare of children.

What We Offer

- A friendly and supportive school community with a strong Catholic ethos.
- Enthusiastic and well-behaved pupils who enjoy learning.
- A committed staff team and supportive Governing Body.
- Opportunities for continued professional development and career progression.
- A chance to make a lasting difference in a leadership role.

To request an application pack please contact the School Office on 0118 937 5537 or by email to bursar@st-annes.reading.sch.uk. Visits to the school are warmly welcomed.

To apply, please complete the application pack and return to: bursar@st-annes.reading.sch.uk

Closing Date: 9am Wednesday 25th June 2025

Shortlisting Date: Wednesday 25th June 2025

Interview: Monday 30th June 2025

St. Martin's is committed to safeguarding children. The successful candidate will be subject to an enhanced DBS check and satisfactory references.