

Appointment of Headteacher

September 2026

Information for Applicants



Welcome

Effingham Schools Trust is made up of a small group of schools sharing a Christian ethos nestled in the beautiful Surrey countryside. A family atmosphere pervades the schools where pupils can thrive, staff have fulfilling roles, and parents can be confident in their choice of education for their young people. It gives me great pleasure to be part of this community.

I started my association with St Teresa's School as a Governor in 2013. At that time, the school had grown considerably under the headship of Mike Farmer, and I joined the Board of a thriving girls' Catholic school which was in high demand in the area.

In 2019, neighbouring schools St Teresa's and Cranmore formed the Effingham Schools Trust partnership to create a diamond model school for girls and boys aged 2 to 18 years delivering all the advantages of both single-sex and co-education to girls and boys. Manor House subsequently joined the Trust in September 2023, forming a dynamic educational triumvirate. The partnership allows each school to focus on its strengths whilst retaining its individuality, offering all pupils an extraordinarily rich variety of shared events, facilities and resources. September 2025 will see the opening of the new co-educational Sixth Form on the St Teresa's site, the final part of the forward-looking educational strategy that the Trust has created. It is a powerful organisation with great potential, led by our current Executive Director and supported by the team of three Headteachers and Director of Sixth Form (together known as the ELT – Executive Leadership Team). It educates over 1,200 pupils and has a combined turnover in excess of £25M.

I am proud of the reputation the Trust is earning in the local area. All the schools are spoken of as excellent academic institutions with strong pastoral support. This has been borne out by outstanding ISI reports at all three schools

With the successful recruitment of a new CEO from September 2026, we are now seeking a Headteacher for St Teresa's School, who will be responsible for the School from Years 7 to 11, and will support the Director of Sixth Form for Years 12 and 13. The Headteacher will have the opportunity to work closely with the CEO and other Heads within the Trust to bring their own ideas to fruition, for the benefit of pupils, staff and parents.

We have achieved a great deal at St Teresa's over the years, and I know that with our strong foundations and the excellent relationships that exist within our community, we will continue to provide outstanding opportunities for young people in the area for many years to come. The role of Headteacher will continue to be pivotal to that success.



Annette Turner
Chair of Governors

The Opportunity

This is an exceptional opportunity for a current senior leader to assume responsibility and offer strategic guidance within St Teresa's when the position opens in September 2026. As the Trust is a Catholic foundation, the Governors hope the incoming Headteacher will have a strong understanding of the faith and a genuine appreciation for leading the school in the Catholic tradition.

It will be an exciting time to join the Trust, just one year after the opening of the new co-educational Sixth Form, the final part of the forward-looking diamond model strategy that the Trust has created. It is a powerful organisation with great potential, given that it educates over 1,200 pupils and has a combined turnover in excess of £25m. As part of a Trust the newly appointed Head will be well supported by both the CEO and the immediate peer group.

This is a permanent post and the new Headteacher will be based at St Teresa's in Effingham and will report to the CEO. Reporting directly to the Headteacher will be:

- The Deputy Head (Pastoral)
- The Deputy Head (Pupil Enrichment)
- The Senior Deputy (Academic)

The new Headteacher will work closely with the leaders of both Cranmore, Manor House, the new co-ed Sixth Form, the CEO, Executive and other Senior Leaders within the Trust. The Headteacher will be expected to be high-profile both internally and externally – increasing the visibility of the role across the schools, raising the profile of the Effingham Schools Trust nationally and being a beacon for faith-based education.



The Role

The Headteacher is responsible to the CEO in all matters relating to the leadership, management, marketing and development of St Teresa's. The Headteacher will provide professional leadership for the school which secures its success and improvement, ensuring high quality education which inspires and motivates its pupils and improves standards of learning and achievement.

The co-educational Sixth Form is located on the same site as St Teresa's and shares a variety of resources including staffing and specialist teaching spaces. To ensure the best provision is delivered across both the Senior School and the Sixth Form, the Head and Deputy Heads of St Teresa's will work in collaboration with the Sixth Form team to provide academic and pastoral support to all pupils. The Headteacher of St Teresa's will be responsible for the administration of public examinations across the entire site.

They will play a major strategic role by providing consistent leadership to the School, in line with the mission and ethos which is based on Catholic Christian traditions, embracing the core values of faith, character, community, compassion and intellect.

The Headteacher will maintain a culture of collaboration between the Schools aiming to develop creative cross school working. They will, alongside the CEO and ELT, enable staff to access support networks by working in close partnership with other senior staff within the Trust.

The Headteacher is expected to:

- Consult with the CEO to determine the aims and strategic direction of the School.
- Work with the CEO and Governors to ensure that the School performs to its best and complies with all statutory, regulatory and inspection legislation, prioritising safeguarding and wellbeing.
- Work collaboratively with the other Headteachers and Director of Sixth Form to provide strong and collegiate leadership for the Trust.
- Line manage the Deputy Heads and the PA to the Headteacher, providing them with challenge and support and develop their talent to their full potential.
- Encourage teamwork within the Trust at all levels and develop a strong Senior Leadership team.
- Uphold ambitious educational standards which prepare pupils for their next phase of education and life.
- Maintain a culture across the School with a firm foundation in the Christian tradition which celebrates diversity, values and respects the needs of others and is inclusive, supportive and caring.
- Enhance and lead the Schools engagement with its local community to foster excellent relationships and contribute to the life of the surrounding area.
- Play a central role in the recruitment and retention of pupils and outstanding staff members throughout the School.

- To support and develop the Boarding facility to include weekly and flexible boarding with particular reference to the overseas market for full time Boarders.
- Sixth form boarders remain the responsibility of this role outside of school hours (defined as 8.15am-4.30pm), as they board within the main St Teresa's campus.
- Continue to develop the Trust's engagement with its alumni in the UK and internationally.
- Live on-site in accommodation included within the benefits package. Some on-call duties within Boarding and connected with site health and safety will be expected.



St Teresa's School

St. Teresa's has a school population of 500 including over 60 boarders. The school sits in 55 acres of beautiful countryside and the school benefits from excellent facilities. In recent years the school has carried out a significant development programme and further exciting projects are in the pipeline.

St. Teresa's offers a strong, caring community based on its Catholic traditions but remains an inclusive environment that welcomes pupils and staff from all backgrounds. With recognised strengths spanning academia, sport and the creative and performing arts, we focus on the individual, allowing the girls to achieve their best and enabling them to follow their own unique path to happiness and success.



St. Teresa's stands in grounds of 55 acres in an area of outstanding natural beauty between Dorking and Effingham in Surrey. There is easy access to London by road or rail; both Gatwick and Heathrow are within 45 minutes' drive.



The school is centred around the original eighteenth century manor house, which has evolved over the years and now proudly boasts some outstanding facilities.

A number of facilities have been provided to meet the needs of a modern education. These include a Sixth Form Centre, Equestrian Centre, Tennis Academy, a Performing Arts Centre comprising a large theatre, drama studios, music classrooms, practice rooms and recording suite. In addition, pupils at St. Teresa's enjoy a 25m indoor swimming pool, five netball courts, a multi-sport sports hall and newly revamped astroturf pitch.



The Person

It is expected that the next Headteacher of St Teresa's School will demonstrate a range of qualities, skills and experience, as outlined below:

Qualifications

The successful candidate will:

- Hold a good honours degree (possibly with further educational leadership qualifications)
- Have Qualified Teacher Status
- Have proven experience of senior leadership in schools
- Be able to provide evidence of continuing professional development

Leadership

- Be visible, approachable and have a presence in the school
- Understand and share the Catholic ethos and Christian principles that inform and inspire the culture of the School
- Be committed to the values and culture of the school and possess an understanding of the environment in which it operates.
- Demonstrate excellent communication skills (in person, in writing and online) to work effectively with parents, staff, pupils, and other stakeholders.

Academic and Pastoral

- Demonstrate strong knowledge of best policy and practice in safeguarding and child protection.
- Foster a culture of excellence in academic and co-curricular expectations and outcomes.
- Be interested in a wide range of arts, sports and other extra-curricular activities.
- Be committed to excellent pastoral care.
- Have experience of working within boarding schools.

Managerial

- Be well organised, an excellent planner and delegator, and experienced at achieving measurable targets.
- Have experience of working closely and openly with Governors to achieve the aims of the school
- Be skilled at networking to effectively build strong working relationships across the Trust and externally with feeder schools.

Personal Attributes

A candidate who displays the following personal attributes is likely to be well suited to the role:

- The ability to support and promote the Catholic ethos of the schools
- Excellent written and verbal communication skills for a variety of audiences
- Openness and a collaborative spirit – a good listener and team player
- Gravitas, commanding respect
- A strong moral and ethical value system with high emotional intelligence
- The courage to take difficult decisions
- Honesty, integrity, authority and compassion
- At ease with people from all backgrounds, with a good sense of humour and fun



Remuneration and Benefits

Our staff enjoy working as part of a strong school community and we reward our talented staff with a range of benefits.

Salary

Salaries are competitive and in line with independent school teaching scales.

Continued Professional Development

All staff have access to professional development training as part of the school's performance development and appraisal process. Individuals are encouraged to continue to develop their skills to provide high quality teaching and learning for our pupils.

Accommodation

Accommodation will be provided in a 3-bedroom house, located on the school grounds.

Fee Remission

Discounts available on school fees. Full terms and conditions provided by the Director of Finance.

Pension Scheme

Generous contributory pension scheme.

Private Medical Insurance

Family Private Medical Insurance.

Refreshments and lunch

Refreshments and lunch provided during term time.

Cycle to work

Cycle to work scheme for staff members.

Parking

Parking for staff members is provided on site.

Counselling Service

A free, confidential 24-hour telephone service available 365 days per year. This service also included specialist bereavement and terminal illness support.

24-hour GP service

Free online access to GP appointments (video or telephone appointments) can be arranged with private prescriptions, second opinions, fit notes and open referrals available.

Use of School sports facilities

Staff may use the school's 25-metre indoor pool when available.



Application and Selection Process

The Appointment

All applicants are required to complete an **application form** containing questions about their academic and employment history and their suitability for the role. **A Letter of Application addressed to Mrs Annette Turner (Chair of Governors) should accompany the application form.**

The letter should indicate your suitability for the post and your motivation for submitting the application. Further information including examination results and the Independent Schools' Inspection Reports can be found on the Schools' websites www.st-teresas.com.

As part of St. Teresa's commitment to safeguarding and promoting the welfare of children, any offer of employment to this post will be subject to receipt of a satisfactory Enhanced Disclosure and Barring Service check, along with qualifications, two satisfactory references and a satisfactory response to a Health Questionnaire. **Please note that references will be taken up on short listed candidates prior to interview.**

Closing Date for Applications:	FRIDAY 3 rd OCTOBER 2025
Applications should be sent to:	Mrs Karen Babler (Recruitment Manager) k.babler@st-teresas.com St Teresa's School Effingham Surrey RH5 6ST

St Teresa's School is committed to safeguarding and promoting the welfare of children. Our recruitment process follows the guidelines in KCSIE. Applicants undergo enhanced screening including checks with past employers, the DFE and the disclosure and barring service.

St Teresa's reserves the right to interview at any stage of the selection process.