



Adventist  
Education

*Educating for Eternity*



Love | Learn | Lead

# Headteacher

## Candidate Pack

May 2026



*Educating for Eternity*

## Welcome message from the Chair of Governors

Dear Applicant,

On behalf of the Governing Board, thank you for your interest in the Headteacher position at Stanborough Primary School. We are proud to lead a school where our vision, “*Let Your Light Shine,*” is more than words - it is evident in the daily life, relationships and achievements of our community.

Following our successful Ofsted inspection in July 2024, where we were judged Good overall with Outstanding in behaviour, attitudes and personal development, we are seeking a leader who can build confidently on this momentum. Stanborough is a place of both heart and ambition: a nurturing, inclusive Christian school set within a unique and inspiring environment, where children are encouraged to flourish academically, spiritually and socially.

Our pupils speak with honesty and warmth about the leader they hope to welcome; someone kind, fair, and inspiring, who will help them grow and shine. Our staff are dedicated, collaborative and deeply committed to wellbeing, while our families are engaged and supportive partners in school life.

We are looking for a Headteacher who will lead with integrity, faith and clarity of vision; someone who values community, champions excellence, and understands the importance of balance and wellbeing for both pupils and staff.

This is a rare opportunity to shape the next chapter of a thriving school. We look forward to learning more about how your leadership can help our whole community continue to shine.

Yours in His Service

**Pastor Eglan Brooks**  
**Chair of Governors**  
**Stanborough Primary School**

# The Post

**School:** Stanborough Primary School

**Job title:** Headteacher

**Salary:** £ 57,412.68 (+ £ 7,046.04 Employer Pension Contributions) = **£64.458.72**

**Remuneration Package including:** Up to 55% off school fees for children in the primary and sister secondary school; relocation allowance, paid senior leadership training for the permanent role.

**Location:** Watford, Hertfordshire

**Start date:** January 2027 (or sooner)

**Closing date:** Monday 1 June 2026, 9.00am

**Interviews:** Week commencing 8 June 2026.

For informal enquiries, please contact Lorraine McDonald, BUC Education Director, through the School Business Manager, Mrs Sally Aguiar, who can be contacted on 01923 673291 or by email at: [info@stanboroughprimary.org.uk](mailto:info@stanboroughprimary.org.uk)

Further details about the school can be found at <https://www.stanboroughprimary.org.uk>  
Application forms should be returned electronically to [kguthrie@adventist.uk](mailto:kguthrie@adventist.uk). All completed applications must be received by **9.00am on Monday 1 June 2026**.

The Headteacher Candidate Pack and application documents can be downloaded from the school website (<https://www.stanboroughprimary.org.uk/about/vacancies/>) and/or for further details, contact Kerrine Guthrie on 01923 672251 or email: [kguthrie@adventist.uk](mailto:kguthrie@adventist.uk)

**In-person and virtual tours are available upon request.** To make an appointment to view the school contact: Sally Aguiar, School Business Manager on 01923 673291 or email: [info@stanboroughprimary.org.uk](mailto:info@stanboroughprimary.org.uk)

## **Safeguarding and Additional Information**

Stanborough Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. We follow safer recruitment practices; the successful candidate will be subject to enhanced DBS clearance and all necessary pre-employment checks.

In line with KCSIE (Keeping children Safe in Education) we will complete online searches as part of our due diligence on all shortlisted candidates. If anything is identified as part of these checks, they will be discussed with you at interview. If any safeguarding concerns are identified, we reserve the right to withdraw your application.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

A copy of the school's Safeguarding Policy, including Child Protection Policy can be found on our website: <https://www.stanboroughprimary.org.uk/wp-content/uploads/2023/03/Child-protection-Updated.pdf>

Stanborough Primary School requires all applicants to be eligible to work in the UK with no restrictions as we are unable to offer sponsorship/work visas. You will be required to provide proof of eligibility to work in the UK, evidence of your qualifications and suitable references.

# School information

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Stanborough Primary is a small, inclusive, one-form-entry Seventh-day Adventist Christian school set within 40 acres of beautiful Stanborough Park in Watford. Our setting is one of our greatest strengths – calm, green and spacious, offering children a safe and inspiring environment to learn, play and grow.

Stanborough is a place where children flourish academically, spiritually and socially — a true community where it takes a family to raise a child, and where that principle is lived out every day.

Following a period of rapid improvement – including a successful Ofsted inspection in July 2024, where we achieved Good overall with Outstanding behaviour, attitudes and personal development – we are ready to build on this strong foundation and continue our journey of excellence. The school's current Ofsted report can be located at:

<https://www.stanboroughprimary.org.uk/wp-content/uploads/2024/09/Ofsted-Report-2024.pdf>

Our vision, “Let Your Light Shine”, is lived out daily by pupils and staff. We believe every child is uniquely created, gifted and capable of achieving remarkable things through the provision of a broad, exciting, challenging, knowledge and skills-based curriculum.

## **Recent achievements and developments include:**

- A successful Ofsted 2024 with Outstanding behaviour and personal development.
- A Wellbeing Award, recognising our deep commitment to mental health and emotional wellbeing.
- Wellbeing Wednesdays for both staff and pupils, supporting balance, reflection and positive mental health.
- Pupil-designed wellbeing spaces, created to promote calm, creativity and connection.
- A Daily Mile track that supports physical health, resilience and outdoor learning.
- A thriving 2-year-old provision, opened in September 2025 and already oversubscribed.
- A rich curriculum offer including LAMDA, specialist music, and a dedicated PE coach.
- A highly supportive parent community and a warm, family-centred ethos.

## **What Makes Stanborough Special**

- A Christian ethos that shapes relationships, expectations and aspirations.
- A genuine family feel, where every child is known and valued.
- Beautiful grounds that support outdoor learning, wellbeing and creativity.
- A committed, caring staff team who work collaboratively and support one another.
- Strong partnerships with parents and the wider community.
- A culture of kindness, service and high expectations.
- A school where wellbeing is not a slogan but a lived reality — for pupils and staff.

We provide teaching and learning opportunities for all children to acquire the knowledge, skills, attitudes, and the spiritual wisdom necessary to achieve beyond their aspirations and to recognise themselves and each other as God's work in progress as we all strive to be more like Jesus.

The current governing body comprises the proprietors and other foundation governors who seek to hold the school to account. Ofsted remarked that governors '*Proprietors and governors provide careful oversight, challenge and support to ensure that the school meets all of the independent school standards.*' The board is further supported by the BUC Director of Education through the appointment of senior leaders and CPD for staff at all levels.



Stanborough Primary School is a vibrant, nurturing community where every child is encouraged to “let their light shine.” Set within a unique campus shared with Stanborough Park Seventh-day Adventist Church and Stanborough Secondary School, the school benefits from a close and meaningful partnership with the local church. This relationship enriches school life through regular collective worship and provides pupils with valuable opportunities to grow both personally and spiritually. At its heart, Stanborough is a community that shares life together—celebrating joy and success, supporting one another through challenges, and fostering a deep sense of belonging grounded in the love of God.

The school’s ethos and values are woven into every aspect of daily life. Stanborough Primary is dedicated to creating a happy, secure and purposeful environment where children can truly flourish. Pupils are inspired to learn without limits, to aim high, and to embrace curiosity, creativity and courage. They are encouraged to think boldly, take thoughtful risks, and view mistakes not as failures, but as essential steps on the path to success. This forward-thinking approach prepares them for a world that demands resilience, adaptability and confidence.

Academic excellence is a priority, but it is balanced with a strong commitment to providing a rich and engaging educational experience. Inspirational teachers cultivate a warm, supportive atmosphere where every child feels valued and known. This sense of care and connection is often noted by visitors, who frequently comment on the school’s welcoming and nurturing environment. For many pupils, Stanborough truly feels like a second home.

The curriculum is carefully designed to support the development of the whole child—spiritually, academically and creatively. Pupils gain the knowledge and skills they need for life while being encouraged to discover and maximise their individual talents, whether in the classroom, on the sports field, through the arts, or in their spiritual journey. The ultimate aim is for each child to grow into a confident individual who uses their gifts to make a positive difference.

A particular strength of the school lies in its commitment to wellbeing. Stanborough Primary places great importance on the emotional health of both pupils and staff. Through initiatives such as Wellbeing Champions and a dedicated Wellbeing Lead, the school actively promotes a culture of awareness, support and growth mindset. This commitment is further strengthened by its partnership with the British Union Conference Health Ministries department, which has introduced a

comprehensive wellbeing framework encompassing spiritual, mental, physical, emotional, relational, social and environmental health.

The school also nurtures a strong sense of social responsibility. Pupils are encouraged to reflect on local, national and global issues and to consider how they can serve others using their God-given talents. This is brought to life through fundraising and charitable initiatives supporting organisations such as ADRA, Peace Hospice, the Royal British Legion and New Hope Trust. Such experiences help pupils develop compassion, empathy and a genuine desire to contribute to the greater good. Recent external recognition highlights the school's continued growth and success. Inspectors noted that pupils are happy, safe and highly respectful, with behaviour and personal development judged as outstanding. They develop resilience, enthusiasm for learning, and a strong sense of responsibility towards others. These qualities reflect the school's unwavering commitment to both academic achievement and character development.

With a dedicated leadership team, strong partnerships with parents and governors, and a clear vision for continuous improvement, Stanborough Primary School remains committed to excellence. It is a place where children are not only educated, but inspired, equipped with the skills, values and faith to thrive and to make a meaningful impact in the world.

# Seventh-day Adventist Schools



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## BUC Education Department



### Information about BUC of SDA Education Dept

The Seventh-day Adventist Church operates the largest Protestant education system in the world. In the UK, this includes Stanborough Primary School, one of six schools overseen by the British Union Conference (BUC) Education Department and a higher education college.

### Role of the British Union Conference Education Department

The British Union Conference of Seventh-day Adventists Education Department plays a central role in ensuring that all Adventist schools in the UK:

- Deliver high-quality education within the established biblical worldview framework of global Adventist education.
- Maintain strong internal quality assurance processes.
- Achieve excellent pupil outcomes while remaining faithful to the Church's beliefs, mission, and educational philosophy.
- Meet national safeguarding and regulatory requirements.
- Receive external validation through the AAA inspection process, providing objective measurement of institutional effectiveness.

The department supports school leadership teams — including new Headteachers — to secure the best possible academic, spiritual, and personal outcomes for pupils, and to position schools as first-choice institutions within their communities.

### Mission and Educational Purpose

Adventist schools aim:

- To nurture a life of faith in God,
- To equip learners with knowledge, skills, and understanding for service to God and humanity.

Education is delivered within a caring Christian environment where:

- Teachers intentionally integrate a biblical worldview across all subjects.
- A broad and balanced curriculum encourages intellectual growth, character development, leadership, service, and mission.
- Pastoral care and safeguarding are strong and effective.
- Staff wellbeing and work–life balance are valued.

### **Strategic Aims and Community Engagement**

Under the oversight of the BUC Education Department, schools:

- Provide a curriculum that enables pupils to thrive academically and socially.
- Promote respect for diversity and the environment.
- Collaborate closely with parents, churches, and local communities.
- Ensure most pupils make good or better progress, with high or rapidly improving attainment.

### **Accountability and Accreditation**

Quality assurance is reinforced through accreditation by the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (AAA), the official accrediting body of the global Adventist education system. Operating from the General Conference of Seventh-day Adventists (US), and working regionally through the Trans-European Division of Seventh-day Adventists (TED) for the UK, AAA ensures institutions fulfil their educational mission while maintaining alignment with Adventist beliefs and standards.

In summary, the British Union Conference Education Department provides strategic leadership, quality assurance, and spiritual direction for Adventist schools in the UK, ensuring excellence in education, faith integration, safeguarding, community partnership, and accountability within the global framework of Seventh-day Adventist education.

## **Christian ethos**

Christian values are at the centre of everything we do at Stanborough Primary School. Pupils will develop an understanding of Christian history, faith and the values which will impact positively on their life choices. All activities of the school are Bible based, Christ-centred, service-oriented and kingdom directed. Our Christian values demonstrate inclusiveness to all, shown through the dispositions of love, acceptance and forgiveness. Our Christian values are aligned to our British Values.

The Seventh-day Adventist church believes that every child is unique, made in the image of God and deserves the very best education, and therefore we believe that education should be provided for pupils that allows:

### **Educating for Wisdom, Knowledge and Skills**

Seventh-day Adventist schools seek to provide excellent academic education and enable every individual to know how to apply those skills.

### **Educating for Hope and Aspiration**

In Seventh-day Adventist schools, education goes beyond the classroom and affects every part of our pupils' lives. Through ongoing pastoral support for young people and their families, Seventh-day Adventist schools aim to encourage confidence, generosity and compassion, and to equip every individual to engage effectively with those around them and the wider world.

### **Educating for Community and Living Well Together**

Seventh-day Adventist schools are places where collaboration, teamwork and respect for each other are valued and prioritised within the school life. A Seventh-day Adventist school is a safe environment where people respect and care for each other, behave well and share the belief that together we can achieve more.

We believe that education is a significant and vital part of the role of the Seventh-day Adventist church to share the tangible love of Jesus with everyone. Our aim is to develop the God-given potential of all pupils through a Christ-centred experiential curriculum, real world learning, quality instruction, and a grace-filled environment, creating leaders who will remain rooted in their love for Jesus and His church.

Ultimately, we are **Educating for Eternity!**

# Job description: Headteacher

**Responsible to:** Governing Body and the British Union Conference (BUC) Education Director

**Compliance:** Enhanced DBS check required. Role subject to safer recruitment measures.

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## Core Purpose

The Headteacher provides strategic leadership and professional management of the school, ensuring high-quality education, safeguarding, and the spiritual and moral development of all pupils. This is done in alignment with the DfE's Headteachers' Standards (2020) and the Seventh-day Adventist (SDA) Christian ethos.

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## Key Responsibilities

### 1. Teaching, Curriculum, and Learning

- Promote excellence in teaching, ensuring consistent focus on pupil progress and development—academic, spiritual, emotional, and physical.
- Deliver a broad, balanced, and inclusive curriculum that meets national and denominational standards.
- Monitor and evaluate teaching quality; ensure all teaching is at least 'good'.
- Deliver some classroom teaching, as required.

### 2. Organisational Management

- Lead the school's day-to-day operations, ensuring health & safety, site efficiency, and a high-quality learning environment.
- Develop, manage, and evaluate school policies and improvement plans using evidence-based strategies.
- Ensure full compliance with GDPR, Health and Safety, Equalities, and all statutory regulations.

### 3. Staff Development and Wellbeing

- Recruit, retain, and develop high-quality staff using appraisal, CPD, and performance management systems.
- Build leadership capacity, coaching and mentoring senior leaders.
- Foster staff well-being through a supportive and respectful working culture.

### 4. Assessment and Accountability

- Set high standards for pupil progress and attainment across all groups.
- Use data to evaluate outcomes, identify gaps, and implement improvement strategies.
- Provide clear and accurate reports to the Governing Body, BUC, parents, and stakeholders.

### 5. Safeguarding and Child Protection

- Ensure full implementation of all safeguarding policies and practices.

- Maintain effective pastoral care systems and provision for mental health and well-being.
- Lead a safe and transparent culture where staff and pupils can raise concerns confidently.

## **6. Engagement with Parents and Community**

- Build strong relationships with parents, local SDA churches, other schools, and the wider community.
- Promote the school as a central part of the SDA and local educational landscape.
- Support pupils' personal development through community involvement and partnerships.

## **7. Strategic Leadership**

- Work with the Governing Body, BUC, and SLT to articulate and implement a shared vision.
- Align operational plans with long-term goals focused on high achievement and whole-child development.
- Promote sustainability, innovation, and inclusive practices in all school systems.

## **8. School Culture, Ethos and Values**

- Promote a culture rooted in strong moral values, inclusivity, and high expectations.
- With the support of the School Chaplain and the BUC Education Department oversee the co-ordination of daily collective worship and ensure spiritual development aligns with denominational inspection expectations
- Assist in the promotion of the SDA philosophy of education: “the harmonious development of the physical, the mental, and the spiritual powers.”

## **Additional Responsibilities**

- Promote equality in line with the Equalities Act 2010.
- Support whistleblowing and safeguarding culture.
- Attend mandatory training and adapt leadership in response to school development and national changes.
- Prepare the school for denominational inspection frameworks and SDA community engagement.

## **Review and Flexibility**

This job description is subject to regular review. Duties may evolve in response to changes in legislation, inspection frameworks, and strategic direction. Any changes will involve appropriate consultation.

## Person specification: Headteacher

<b>Category</b>	<b>Essential</b>	<b>Desirable</b>
1. Qualifications	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• A degree (at least upper second class) or equivalent from a recognised university</li> <li>• Evidence of commitment to continual professional development including recent participation in a range of relevant in-service training.</li> </ul>	<ul style="list-style-type: none"> <li>• NPQH</li> </ul>
2. Experience	<ul style="list-style-type: none"> <li>• Proven track record of successful senior leadership in a primary school as a Headteacher, Head of School, Deputy Headteacher or senior Assistant Headteacher</li> <li>• Experience of providing high standards of pastoral care</li> <li>• Experience of successful curriculum development that meets the current requirements of Ofsted.</li> </ul>	<ul style="list-style-type: none"> <li>• Teaching and/or school leadership experience in the voluntary-aided sector</li> </ul>
3. Professional Development	<ul style="list-style-type: none"> <li>• Ability to identify own learning needs and to support others in identifying their learning needs</li> <li>• Experience of working with other schools/organisations /agencies</li> <li>• Experience of leading / co-ordinating professional development opportunities</li> </ul>	
4. Strategic Leadership	<ul style="list-style-type: none"> <li>• Evidence of having successfully translated a strong vision into reality at whole-school level</li> <li>• Ability to inspire and motivate staff, pupils, parents and governors to achieve the school's aims of the school and meet their high expectations</li> <li>• Evidence of successful strategies for implementing whole-school plans</li> <li>• Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards challenging targets</li> <li>• Knowledge and experience of what constitutes quality in primary provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils</li> <li>• Understanding of and commitment to leading on the safeguarding of pupils and staff</li> <li>• Ability to build and maintain good relationships with a range of stakeholders</li> <li>• Ability to articulate and develop the school's vision and Christian ethos</li> </ul>	

<i>Category</i>	<i>Essential</i>	<i>Desirable</i>
5. Teaching and Learning	<ul style="list-style-type: none"> <li>• Knowledge and experience of successful teaching and learning strategies in order to meet the needs of all pupils at the school</li> <li>• A secure understanding of assessment strategies</li> <li>• Experience of effective monitoring / evaluation of, and intervention in, teaching and learning</li> <li>• Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management</li> <li>• High quality teaching skills</li> <li>• Up to date knowledge of current external accountability frameworks</li> </ul>	<ul style="list-style-type: none"> <li>• Experience as a provider of professional development to other teachers</li> </ul>
6. Managing Staff	<ul style="list-style-type: none"> <li>• Ability to delegate work and support colleagues in undertaking responsibilities</li> <li>• Demonstrable experience of working with governors/trustees to enable them to fulfil their responsibilities</li> <li>• Experience of performance management as reviewer and reviewee and supporting CPD needs of colleagues arising</li> <li>• Successful involvement in staff recruitment, appointment /induction</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of effective budget planning and resource deployment as enablers in terms of achieving educational priorities</li> </ul>
7. Accountability	<ul style="list-style-type: none"> <li>• Ability to communicate school performance effectively, orally and in writing to a range of audiences</li> <li>• Ability to provide clear information and advice to staff and governors</li> <li>• Awareness of DfE performance measures applicable to the school</li> <li>• Experience of leading a school through an Ofsted/ISI inspection</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading sessions to inform parents and carers on aspects of school performance</li> <li>• Experience of Independent School Standards and/or denominational inspections</li> </ul>
8. Personal Attributes	<ul style="list-style-type: none"> <li>• Ability to diagnose and intervene wisely when solving problems</li> <li>• Ability to remain positive and enthusiastic when working under pressure</li> <li>• Ability to organise work, prioritise tasks, make decisions and manage time effectively including in relation to the work of others</li> <li>• Empathy with pupils/parents</li> <li>• Excellent communication and negotiation skills</li> <li>• Excellent presentational skills</li> <li>• Stamina and resilience</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to manage public relations effectively including high profile contexts</li> </ul>
9. Ethos Commitment	<ul style="list-style-type: none"> <li>• To actively support and develop the school's vision and Christian ethos</li> <li>• Supportive of developing and promoting the school's role in the churches and wider community</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of effective senior leadership in a Seventh-day Adventist school</li> </ul>