



Required for 1st September 2026

Permanent, Full-time

NOR: 210

Salary Range: L15 to L21

The Governors of St Francis Catholic Primary School, Braintree are seeking to appoint an enthusiastic and visionary Head Teacher, who is a committed and practising Catholic from 1st September 2026. We are looking for a leader who will build on our strong foundations and outstanding achievements working collaboratively with dedicated staff, supportive governors and our wider community.

“Following in the footsteps of St Francis; we love God, learning together as a community, using our hands, our heads, and our hearts.”

Applicants are invited from Head Teachers, Deputy Head Teachers or Assistant Head Teachers with outstanding leadership experience.

The successful candidate will:

- Be a practising Catholic who can nurture faith and spirituality, and take the lead role in providing inspirational Catholic education based on our shared Gospel values.
- Champion our children's individual strengths and needs, ensuring every child reaches their full potential.
- Lead with excellence and high expectations of achievement and behaviour and will seek to create an environment in which children flourish emotionally, socially, academically and spiritually.
- Be a visible, approachable, and values-driven leader with a clear vision for outstanding teaching and learning.
- Be inclusive, aspirational and ambitious for all our children and our staff
- Be excited about the opportunities that St Francis Catholic Primary School offers.

Governors are seeking someone who:

- Will champion a curriculum that our teachers will be excited to teach and will inspire our children to learn.
- Can demonstrate a proven track record of providing inspirational, strategic and professional leadership
- Has a secure understanding of all matters relating to safeguarding
- Will use their enthusiastic leadership qualities to ensure our committed staff continue to grow and develop.
- Lead with integrity, warmth, and resilience—embracing challenge and celebrating success.
- Works tirelessly to ensure that every child is supported and challenged to maximise their potential.

We can offer the successful candidate:

- Children who are exceptionally well behaved, committed, enthusiastic and fully engaged in their learning
- Professional and dedicated staff, supportive parents, and active Governors
- An enthusiastic and aspirational Senior Leadership Team
- Excellent opportunities for further professional development
- Good track record in terms of Ofsted (February 2019 & June 2024) and CSI (May 2023)
- Well-resourced classrooms within an excellent school building and grounds
- A healthy budget to support continued growth and improvement.

We warmly welcome and encourage applicants to contact our school and speak to Mrs Sue Miller, SBM to obtain further information and arrange a date to tour the school. An application pack is available on request.

Completed applications should be sent to the school, marked

FAO: Lucy Clayton (Chair of Governors)
St Francis Catholic Primary School
Gilchrist Way
Braintree
CM7 2SY

Closing Date: 2nd February 2026

Shortlisting date: 11th February 2026

Interview Date: 25th February 2026

Please note that we do not accept CVs or applications from agencies. Only shortlisted candidates will be contacted. ***This is a reserved post and is open to practising Catholics only, please review the document produced by the Diocese of Brentwood "Definition of a Practising Catholic for Reserved Posts" for further information***

St Francis is committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. The successful candidate will be subject to an enhanced Disclosure and Barring Service check, along with other relevant employment checks. Please note that this will also include a check of life online.

Applications should be on a **CES application form**, and sent to the school (applications not submitted on the CES application form will not be considered). Any electronic applications will have to be signed by the applicant attending an interview.

Supporting Documents

- Consent to obtain references (from Parish Priest and Professional Referees)
- Head Teacher Person Specification
- Job Description
- Chair's welcome letter to applicants
- CES Model Application Forms and Supplementary Forms - Notes to applicant
- Recruitment monitoring form