

St. Francis Catholic Primary School

www.stfrancisprimary.org



Director of Teaching & Learning Recruitment Pack



Message from the Head Teacher

Thank you for your interest in our position of Director of Teaching and Learning.

We are a thriving, ambitious Catholic School with a strong ethos and a shared vision for excellence.

Our standard of achievement is very high and stems from our aspirational approach that we take from the moment our children enter our school.

All of this was acknowledged in our Outstanding Ofsted achieved in July 2024 and highlighted again in our Outstanding Catholic Schools Inspection in June 2025.

We are a small school with big ideas, where children are at the heart of everything we do.

We're excited to announce that construction of a brand-new school building will begin in Summer 2026, with opening planned for September 2027. This follows the discovery of RAAC (Reinforced Autoclaved Aerated Concrete) in 80% of our current building.

Throughout all of this, we continue to provide an excellent education for all our children, in the face of significant challenges.

We warmly invite you to visit our school and meet our staff and children, so that you can see our school in action.

With best wishes,

Mrs Rhona Miccoli

[Link to Ofsted Report](#)

[Link to CSI Report](#)



Our Values & Ethos

"Recognising Christ in Everyone."

All in our school embrace our mission statement bearing witness to Christ in many areas of St Francis school life.



We have a strong sense of community.

"We feel we are one big family, there is a huge amount of respect for one another, with those around you being supportive and encouraging."

Our school values are:

- Kindness
- Respect
- Compassion
- Perseverance



We are part of Christ the King Parish, Windsor and Ascot.



Christ the King
CATHOLIC WINDSOR & ASCOT

Fr Phillip is actively involved in our school life and with our church just next door, this enables us to strengthen our Catholic faith with many meaningful visits to our church and holding key school events, such as Whole School Masses and our Key Stage Two Choral Concert taking place in our church.

Director of Teacher and Learning

Required from September 2026

We are seeking to appoint a dynamic and inspirational Director of Teaching and Learning to join our Senior Leadership Team. The successful candidate will provide professional leadership and management of teaching and learning that reflects the Catholic mission and ethos of the school.

They will help ensure that the "Christ at the Centre" philosophy informs all pedagogical practices, fostering an environment where every child can reach their full potential as a child of God.

They will be instrumental in ensuring the school continues to be a welcoming, outward-facing, and inclusive environment—where collaboration supports both academic success and personal growth.

This is a unique and rewarding opportunity to contribute to a thriving, ambitious Catholic school with a strong ethos and a shared vision for excellence. You will join a committed team of staff, supportive governors, and engaged families, all working together to provide a nurturing and high-quality education for our pupils.

If you're ready to inspire and lead with passion, we'd be excited to hear from you.



Job Description: Director of Teaching and Learning

Reports to: Headteacher

Salary Scale: RBWM Teachers Salary Scales Sept 25.

Leadership Scale L6 – L9 £60 001 - £ 64 500 gross per annum, permanent.

Key Responsibilities:

1. Catholic Ethos & Spiritual Leadership

- Ensure that the teaching and learning across all subjects reflect the values of the Gospel and the Catholic Church.
- Collaborate with the RE Coordinator to ensure Religious Education is treated as a core subject with high standards of teaching and assessment.

Model the school's mission in all professional interactions with staff, pupils, and parents.

2. Primary Curriculum & Pedagogy

- Lead the design and implementation of a rich, creative, and ambitious Primary Curriculum (EYFS, KS1, and KS2).
- Ensure the "Golden Thread" of knowledge and skills is sequenced logically across all year groups.

Promote evidence-based teaching strategies that cater to the developmental needs of primary-aged children.

3. Staff Development & Catholic Formation

- Lead Continuous Professional Development (CPD) that empowers teachers to deliver excellence while respecting the school's unique character.
- Mentor staff in the delivery of inclusive practice, ensuring that the most vulnerable pupils (SEND and Pupil Premium) receive high-quality support.

Support the induction of new staff into the distinctive nature of Catholic education.



4. Monitoring & Standards

- Maintain a robust cycle of Learning Walks, book looks, and pupil voice interviews to ensure consistency across the school.
- Lead the analysis of Pupil attainment and progress half termly to ensure that all children are on track to achieve their potential.
- Lead Pupil Progress meetings with staff
- Lead the analysis of Key Stage data (EYFS GLD, Phonics Screen, MTC, KS2 SATs) to implement rapid improvement plans where needed.

Working with the Headteacher help prepare the school for both Ofsted inspections and CSI inspections.

5. Community & Parish Engagement

- Work closely with the Headteacher and our Parish Priest and Diocese to align teaching and learning with wider Catholic educational goals.
- To transparently report to the Local Governing Board on how our curriculum and teaching standards enable every child to flourish; ensuring that academic attainment is rigorously monitored alongside the school's commitment to providing a holistic Catholic education.
- Engage parents as the "primary educators" of their children, providing clear communication on curriculum and progress.

Person Specification

- **Faith:** Committed to the mission of Catholic education.
 - **Experience:** Proven success as an exemplary Primary classroom practitioner and leader. Senior Leadership experience required.
 - **Knowledge:** Deep understanding of the National Curriculum, EYFS Framework, and the Religious Education Directory (RED).
 - **Leadership:** Ability to lead with empathy, humility, and high expectations.
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Application Procedure

Candidates should complete the Catholic Education Service Leadership application forms, found on our website and return them no later than

Tuesday 14th April 2026.

Please forward your completed applications electronically.

Email address: s.farrell@stfrancisprimary.org

The statement in support of your application should be no more than two sides of A4 and may be typed or handwritten. It should not include details given on the application form, but should explain how your experience has helped prepare you for this Director of Teaching and Learning position.

Receipt of application: Applications are acknowledged (by email) within three working days of receipt. If you do not receive an acknowledgement within this time, please contact Mrs. Farrell.

Informal Visits: We would be proud to show you our school. Please send an email to s.farrell@stfrancisprimary.org or call Mrs Farrell on 01344 622840.

Selection Process: The shortlist will be drawn up on Wednesday 15th April 2026. Shortlisted applicants will be advised within 3 working days and further details will be sent to those applicants called for interview.

Safer Recruitment: St. Francis Catholic School 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. All successful applicants will be subject to Disclosure & Barring checks along with other relevant employment checks.

