



# **Naphill and Walters Ash School**

## **Headteacher Recruitment Information Pack**

Start Date: April 2026

Pay Scale L14 - L20 (dependent on experience)

Closing Date: 19<sup>th</sup> January 2026

# Welcome from the Chair of Governors

Dear Candidate,

On behalf of the Governing Board, thank you for your interest in the Headteacher position at Naphill and Walters Ash Primary School.

Naphill and Walters Ash is moving towards becoming a one form entry community primary school situated in the heart of Walters Ash. We are immensely proud of our warm and inclusive school community, where staff, parents, governors and pupils truly live by our 5Rs.

Our school has a strong reputation for high standards, creativity and a genuine commitment to every child's wellbeing and personal development. We offer a broad and balanced curriculum that encourages curiosity, challenge and confidence, preparing pupils not just for the next stage of their education but for life beyond.

We are seeking an inspiring, dedicated and forward-thinking Headteacher who can build on our successes and lead our school into its next exciting chapter. You will find a skilled and enthusiastic team of staff, a supportive and proactive governing board, and a community that values partnership, respect and ambition.

If you are a leader who believes in empowering others, values inclusion, and shares our passion for nurturing children to reach their full potential, we would be delighted to hear from you.

We welcome visits, they are the best way to experience our school.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Paul Riglar', with a stylized, flowing script.

Paul Riglar  
(Chair of Governors)

We are looking for an exceptional and inspiring Headteacher to lead Naphill and Walters Ash Primary School, an integral part of our local community. RAF High Wycombe is based in the village meaning a proportion of the school's children are from services families.

Our ideal candidate possesses a genuine passion for educating and inspiring young children and is happy to innovate and empower fellow teachers to do the same.

At Naphill and Walters Ash, our 5Rs: being responsible, resourceful, reflective, resilient and learn to reason, underpin the leaders' aspirations for pupils' behaviour and learning. These values shape everything you will do to help us create a school where everyone can thrive. We believe that while we achieve great things as a team, each child and member of staff should also be supported to develop their independence, confidence, and unique strengths.

This role is ideal for an exceptional teacher who has experience of leading schools either already as a Head or as an Assistant or Deputy Head and is ready for the next step in their career. You will be supported by an outstanding team. There will be opportunities for mentorship, leadership development, and guidance in a supportive and secure environment.

We believe that as Headteacher you should focus on what really matters, leading teaching and learning. We have very active Governors and support staff which can help you with this.

Your primary focus will be to maintain the school's own clear identity and secure outstanding outcomes for all pupils. We are looking for a passionate leader and skilled communicator who can articulate and deliver their aspirational vision for our children and their families. Someone who has the curiosity to look for a new way to do things, is prepared to dig deep, show resilience and demonstrate the courage to drive ideas forward.

Our ethos is a nurturing one; we put the wellbeing of our children, parents, and staff at the centre of this. We passionately believe that happy children learn, happy staff thrive and happy people build a community.

## Information Pack — Headteacher Appointment

### Naphill and Walters Ash School

Kilnwood, Walters Ash, High Wycombe, Buckinghamshire, HP14 4UL

Tel: 01494 562 813 (school office)

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### School Overview

Naphill and Walters Ash School is a welcoming, inclusive primary school for pupils aged 4 - 11. The school is proud of its strong community ethos, nurturing environment and high expectations for learning and behaviour. Children are encouraged to become confident, independent learners who embody the school's values.

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### Vision, Values and Ethos

The school promotes the “5Rs”



These values and attributes give our children invaluable core life skills to build on through their academic careers and beyond into adult life and the workplace.

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## **Ofsted**

The school has been judged **Good**, recognising the strong pastoral care, quality of relationships and commitment to pupil development.

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## **Curriculum and Teaching**

The school delivers a broad and balanced curriculum, with strong emphasis on reading, phonics and core learning while ensuring rich wider experiences through outdoor learning and extra-curricular opportunities.

Assessment is used to support progress, identify needs and inform teaching. Staff are committed to inclusive practice and meeting the needs of every child.

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## **Community**

The school serves a diverse and mobile community, including a sizeable number of service families. Relationships with parents and the wider community are supportive and positive, with partnership working seen as essential to each child's success.

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## **Leadership Expectations**

The new Headteacher will:

- Provide clear educational leadership rooted in the school's values
  - Inspire and develop staff, supporting excellent classroom practice
  - Ensure high standards of behaviour, care and safeguarding
  - Work closely with governors, parents and the wider community
  - Build on existing strengths while driving school improvement
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## Headteacher — Person Specification

The person specification below sets out the key skills, knowledge and experience required for our new Headteacher. The selection panel will shortlist candidates based on how well they meet these criteria. Candidates will need to demonstrate knowledge and understanding of each area and show evidence of having applied (or awareness of how to apply) this knowledge and understanding in a school context.

### Key:

**E = Essential   D = Desirable   ✓ = Assessed at this stage**

### Qualifications

Criteria	E/D	App	Int	Ref
Qualified Teacher Status	E	✓		
NPQH or working towards / other relevant qualification	E	✓		

### Experience

Criteria	E/D	App	Int	Ref
Successful experience as a Headteacher, Deputy Head or Assistant Head.	E	✓	✓	
Successful primary school teaching experience	E	✓		
Experience of working in a multi-cultural setting	D	✓	✓	

### Strategic Direction and Development

Criteria	E/D	App	Int	Ref
Ability to provide clear educational vision and direction and lead by example	E	✓	✓	✓
Ability to formulate aims, policies and plans and evaluate their impact	E	✓		
Ability to work in partnership with the governing board	E		✓	
Evidence of introducing effective strategies for improvement	E	✓	✓	✓

Knowledge of current educational developments	E		✓	
Knowledge of statutory requirements	E		✓	

### Leading and Managing Staff

Criteria	E/D	App	Int	Ref
Ability to lead, manage and motivate the whole school community	E	✓	✓	
Ability to plan, delegate, support and evaluate work of others	E	✓	✓	
Successful experience of leading staff training	E	✓		
Ability to consult and negotiate effectively with stakeholders	E	✓	✓	

### Standards

Criteria	E/D	App	Int	Ref
Experience of raising standards	D	✓	✓	
Ability to analyse and use pupil performance data (incl. ICT systems)	E	✓		
Ability to set and achieve challenging targets	E	✓	✓	
Understanding of effective teaching and learning and promoting a learning culture	E	✓	✓	

### Teaching and Learning

Criteria	E/D	App	Int	Ref
Understanding of how to engage pupils through a child-centred curriculum	E	✓	✓	
Successful experience of curriculum review and development	D	✓	✓	
Understanding of the role and impact of assessment on learning	E	✓	✓	

Successful experience of monitoring and improving quality of teaching and learning	D	✓	✓	
Experience of promoting pupils' personal, social, moral, cultural, and spiritual development	E	✓	✓	

### **Ethos and Inclusion**

<b>Criteria</b>	<b>E/D</b>	<b>App</b>	<b>Int</b>	<b>Ref</b>
Ability to create a positive behaviour culture celebrating success	E	✓	✓	
Understanding of barriers to learning and how to reduce inequalities and promote inclusion	E	✓	✓	

### **Relationships with Parents and Community**

<b>Criteria</b>	<b>E/D</b>	<b>App</b>	<b>Int</b>	<b>Ref</b>
Successful experience of building effective partnerships with parents and the wider community	E	✓	✓	

### **Deployment of Staff and Resources**

<b>Criteria</b>	<b>E/D</b>	<b>App</b>	<b>Int</b>	<b>Ref</b>
Ability to set, interpret, monitor, and manage a budget	E	✓	✓	
Ability to manage and review the use of resources to ensure best value	E	✓		
Experience of recruiting, selecting, and deploying staff	D	✓		

### **Suitability to Work with Children**

<b>Criteria</b>	<b>E/D</b>	<b>App</b>	<b>Int</b>	<b>Ref</b>
Ability to form and maintain appropriate professional relationships with pupils	E	✓	✓	
Experience of supporting pupils with challenging behaviour	E	✓	✓	
Experience as Designated Safeguarding Lead (or equivalent)	E	✓	✓	



Up-to-date knowledge of statutory safeguarding guidance	E	✓	✓	✓
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### Other Skills and Abilities

Criteria	E/D	App	Int	Ref
Ability to manage time well and work under pressure to meet deadlines	E	✓	✓	✓
Effective ICT skills	E	✓		
Strong interpersonal, communication and presentation skills (written and oral)	E	✓	✓	✓

### Why Apply?

- A caring, inclusive school with a strong sense of community
- Committed staff team and supportive governing body
- Enthusiastic pupils who value their school
- Real opportunity to shape the next stage of the school's development

### Visits and Applications

Prospective candidates are warmly encouraged to visit the school. Please contact Sarah Bickerton at the school office for further information or to arrange a visit.

### Recruitment Timeline

School visits	Available on request
Closing date	Monday 19 <sup>th</sup> January 2026
Pre-interview / shortlisting	By Friday 23 <sup>rd</sup> January 2026
Formal interviews & assessment tasks	Week commencing 26 <sup>th</sup> January 2026
Appointment confirmed	31 <sup>st</sup> January 2026

## **Application Process**

For an informal discussion or to arrange a visit, please contact:

Sarah Bickerton (School Business Manager)

Tel: 01494 562813

Email: [sbickerton@nap-walt.bucks.sch.uk](mailto:sbickerton@nap-walt.bucks.sch.uk)

To apply, please complete the application form and email it to [sbickerton@nap-walt.bucks.sch.uk](mailto:sbickerton@nap-walt.bucks.sch.uk)

Completed applications should be submitted by Monday 19<sup>th</sup> January 2026.

**We look forward to welcoming an exceptional leader who will continue to help Naphill thrive.**