



# St Wilfrid's Catholic School HEADTEACHER Candidate Information Pack





# Welcome

Dear Candidate

Thank you for your interest in the Headteacher post at St Wilfrid's Catholic School.

St Wilfrid's Catholic School is a highly regarded voluntary aided comprehensive secondary school in Crawley, West Sussex, educating students aged 11–18.

Students at St Wilfrid's make great progress in developing into fine young men and women who leave school ready to make a positive contribution to society.

St Wilfrid's is seeking a visionary, faith-led Headteacher who inspires staff, motivates students, and works closely with families, Governors, and the wider community. A practising Catholic, they will lead with integrity, put safeguarding first, drive school improvement, build high-performing teams, and champion the school's values, securing excellent outcomes and representing St Wilfrid's with pride.

We hope this pack gives you a true sense of our values, ambitions, and the exciting opportunities that lie ahead. If you share our vision, we would be thrilled to hear from you. We warmly invite you to visit St Wilfrid's and see first hand the energy, commitment, and spirit of our remarkable school community.

Yours sincerely

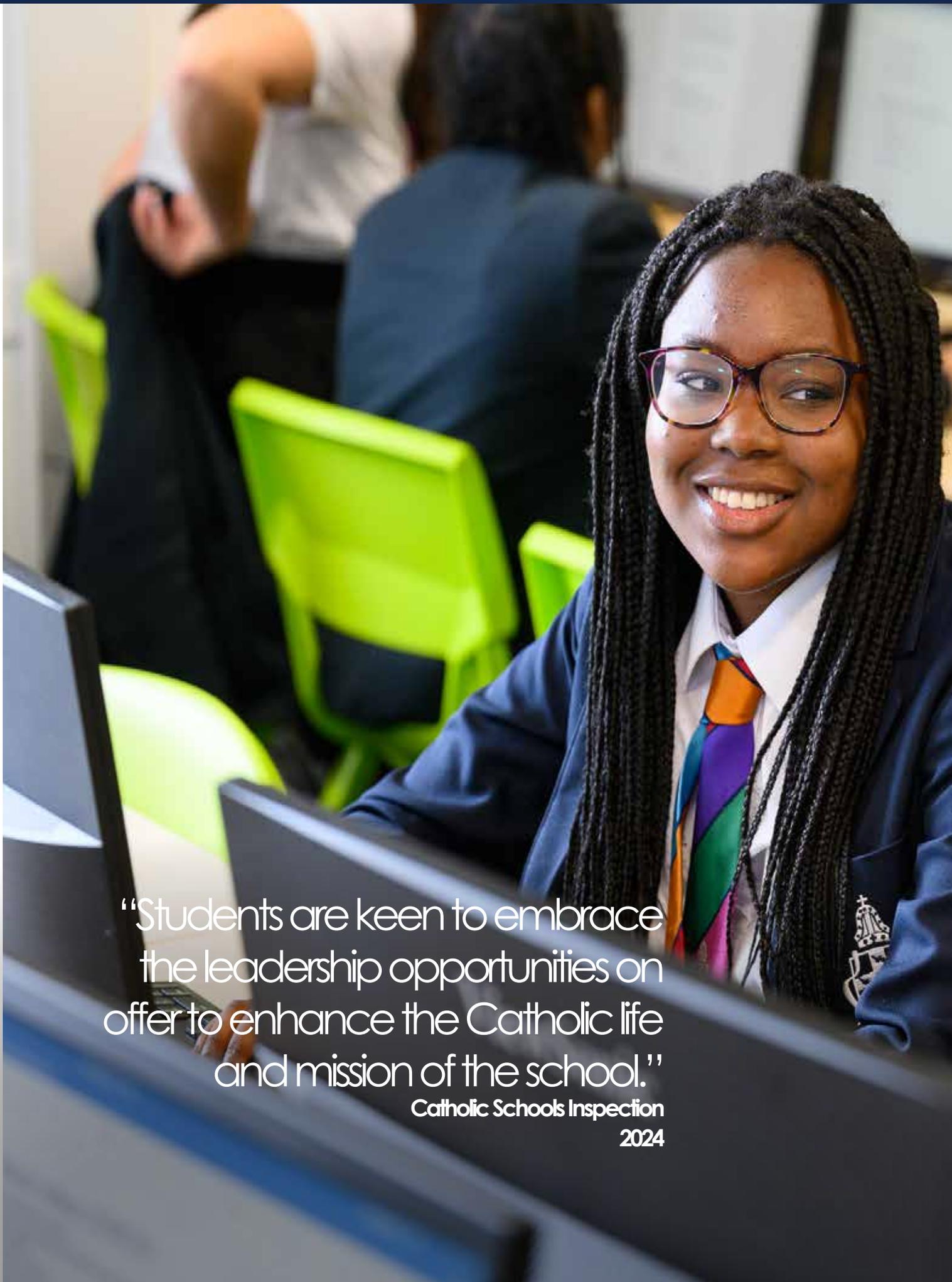
**Mike Newman**  
**Chair of Governors**  
**On behalf of St Wilfrid's Governing Body**





“The best thing about St Wilfrid’s is our students. Their hard work, both in and beyond the classroom, enables them to become the very best version of themselves. Supported by a fantastic team of staff, they leave us ready to make a difference in the world and, through their actions, others see the presence of God.”

**Michael Ferry**  
Headteacher



“Students are keen to embrace the leadership opportunities on offer to enhance the Catholic life and mission of the school.”

Catholic Schools Inspection  
2024



## Our Mission

*To provide an inspiring and personalised education for all our students, enabling them to realise their full potential within a dynamic environment which follows the teachings and values of Christ and His Church.*

## Our Catholic Principles

We believe in:

- The education of all
- The education of the whole person
- The uniqueness of the individual
- The search for excellence
- High moral principles
- The Common Good

# Background Information



St Wilfrid's Catholic School is a highly regarded voluntary aided comprehensive secondary school with a PAN of 180 and a total roll of 1,180 students, including a rapidly growing VI Form of more than 200. The school's popularity reflects its strong reputation within the local community and beyond.

The best thing about St Wilfrid's is our students and the dynamic culture and ethnic community they create. Students from different backgrounds, cultures, and faiths come together with mutual respect, making the school a welcoming and inclusive place for everyone. They support one another, celebrate each other's differences, and share a strong sense of belonging, which helps create a vibrant and positive community. As a result, St Wilfrid's has a well-deserved reputation for its inclusivity.

St Wilfrid's has a county-wide reputation for having one of the lowest rates of suspensions and permanent exclusions, reflecting the school's strong commitment to inclusion, positive behaviour, and student support. This achievement highlights the respectful culture within the school.

Students with SEND Characteristics	21.8%
Students with English as an additional language	30.3%
Students with an EHCP	4.2%
Pupil Premium students	19.0%
Current Suspension Data (6.2% West Sussex)	2.6%

Rooted firmly in the teachings of the Gospel, St Wilfrid's places Catholic values at the heart of all aspects of school life. We are a vibrant, inclusive and purposeful community where faith informs learning, relationships and leadership, and all students are valued and supported.

The strength of community at St Wilfrid's is built on mutual respect, service and shared ambition. This is affirmed by our most recent Ofsted inspection (March 2023) and Catholic Schools Inspection (October 2024), which recognise the positive culture, high expectations and caring ethos that define life at St Wilfrid's.



“The care, compassion and respect demonstrated within the community by students and staff are outstanding features of the school’s Catholic character and culture.”

Catholic Schools Inspection  
2024





# Our History



St Wilfrid's Catholic School in Crawley opened in 1953 as a secondary school, initially based in an old manor house, growing to serve the post-war Catholic community in Crawley New Town. It became a comprehensive in 1967, operated as an upper school (ages 13-18) from 1970, returned to 11+ admissions in 1996, due to falling rolls. In 2008, it underwent a major rebuild, evolving into a full secondary school today focused on Catholic values and holistic development.

## Early Years (1950s-1960s)

**Foundation:** Opened in 1953 to provide Catholic education in the new town.

**Growth:** Started in a manor house, expanding with new buildings to meet rising demand.

**Comprehensive Status:** Became a comprehensive school in 1967.

## Transition to Upper School (1970s-1990s)

**Age Range Change:** In 1970, it became an upper school (ages 13-18) as younger students went to new middle schools (Holy Cross & Notre Dame).

**Return to 11+:** By 1996, declining numbers led to a reversion to accepting pupils from age 11.

## Modern Era (2000s onwards)

**Rebuild:** A complete rebuild on the existing campus occurred, with the new facilities opening in 2009.

**Expansion:** Recent years have seen further growth, with an increase to a 6FE (six-form entry) school and an increase in VI Form numbers. Construction of a two-storey block of 14 classrooms is imminent.





## THE CATHOLIC DIOCESE OF ARUNDEL & BRIGHTON

St Wilfrid's is under the trusteeship of the Diocese of Arundel and Brighton and was set up to serve the Crawley Deanery which comprises five feeder schools: St Francis of Assisi Primary School and Our Lady Queen of Heaven Primary School in Crawley, St John's Primary School and St Robert Southwell Primary School in Horsham and St Peter's Primary School in East Grinstead. The Catholic Parish of Crawley includes the parish communities of Crawley, East Grinstead, Henfield, Horsham, Lingfield, West Grinstead and Worth in West Sussex along with Horley in Surrey.

Situated in the South East of England, the Diocese encompasses a large number of villages and smaller towns, as well as highly populated parts of Surrey, central Sussex and the coastal region running from Chichester to the Kent border. There are a number of universities as well as Technical Colleges and Colleges of Higher Education, with a total of 73 Catholic schools.

The vision of the Diocese is that all Arundel and Brighton schools should become an academy and be part of a Multi-Academy Trust by 2030, or at least be on the journey towards. The MAT that St. Wilfrid's would join would be the [Bosco Catholic Education Trust](#)'.

The current position of the Governing body is that they have voted not to become an academy, at this time, but will continue discussions on this topic as we move closer to the identified target date of 2030. This will be explored at interview.



# Our Curriculum



St Wilfrid's offers a broad and balanced curriculum which promotes the Catholic Social Teaching and places the child at the centre.

The curriculum is enhanced by an extensive programme of extracurricular activities, enrichment opportunities and a strong House System that fosters belonging, pride and healthy competition. Our dedicated and talented staff work tirelessly to ensure that every student is encouraged to fulfil their God-given potential.

The options process at both Key Stage 4 and Key Stage 5 allows students genuine choice in shaping their academic journey. As a result, we have developed a particularly strong tradition in the Creative Arts alongside excellence in subjects traditionally regarded as more academic. At Key Stage 4, we also offer alternative pathways through our Alternative Provision (AP), namely our Wellbeing Garden Project. This programme not only supports the personal development and learning of our own students but has also been made available to other local schools.

The vast majority of students study nine Level 2 courses at Key Stage 4 and three Level 3 courses at Key Stage 5. We have never "forced" the EBacc at KS4, choosing instead to offer a flexible and inclusive curriculum. Similarly, we provide open access to our VI Form, enabling students to continue their education with us and achieve outstanding outcomes.

Our students perform very well in Year 11, with a significant proportion choosing to remain at St Wilfrid's for Years 12 and 13. After Year 13, many progress to exceptional apprenticeship opportunities within the "Gatwick Diamond", while others secure places at universities, including those in the Russell Group.

We have great facilities, great teachers and absolutely great students!



# Pastoral Support



At St Wilfrid's we provide outstanding pastoral care and support to all of our students, allowing each one to flourish from Year 7 right through to Year 13. We are proud of the fact that our students and staff feel a sense of belonging and strong connection to our School community, and that everyone feels safe and valued.

Our students become confident, compassionate and courageous young men and women, and in addition to our curriculum offer, we achieve this through our experienced pastoral team, our House System, leadership opportunities, a whole-school approach to mental health and wellbeing, and through a strong emphasis on Catholic Social Teaching.

The Form Tutor is the first point of contact for parents and carers and in an ideal world they move up with their tutees from Year 7 to 11.

The Year 7 Leader role remains consistent, allowing strong relationships to be built and maintained with our main feeder schools. The other Year Leaders rotate each year, moving from Year 8 through to Year 11 before returning to Year 8. Additionally, the team includes a "floating" Year Leader who supports all year groups and provides cover during any absences.

Our VI Form has a dedicated team of experienced Form Tutors who support students post-16, alongside a Director and Assistant Director who lead the VI Form pastoral team.

Additional support is available through the School Chaplain, two Safeguarding Officers (non-teaching), SENDCO and Deputy SENDCO, Inclusion Lead and Careers Advisor.



# Headlines



## Ofsted

St Wilfrid's was last inspected in March 2023 where it was judged as Good. The Inspectors were impressed with students behaviour which they deemed as excellent. They also felt that leadership of the school have high expectations, based on their clear moral principles and they prioritise academic and personal development equally.

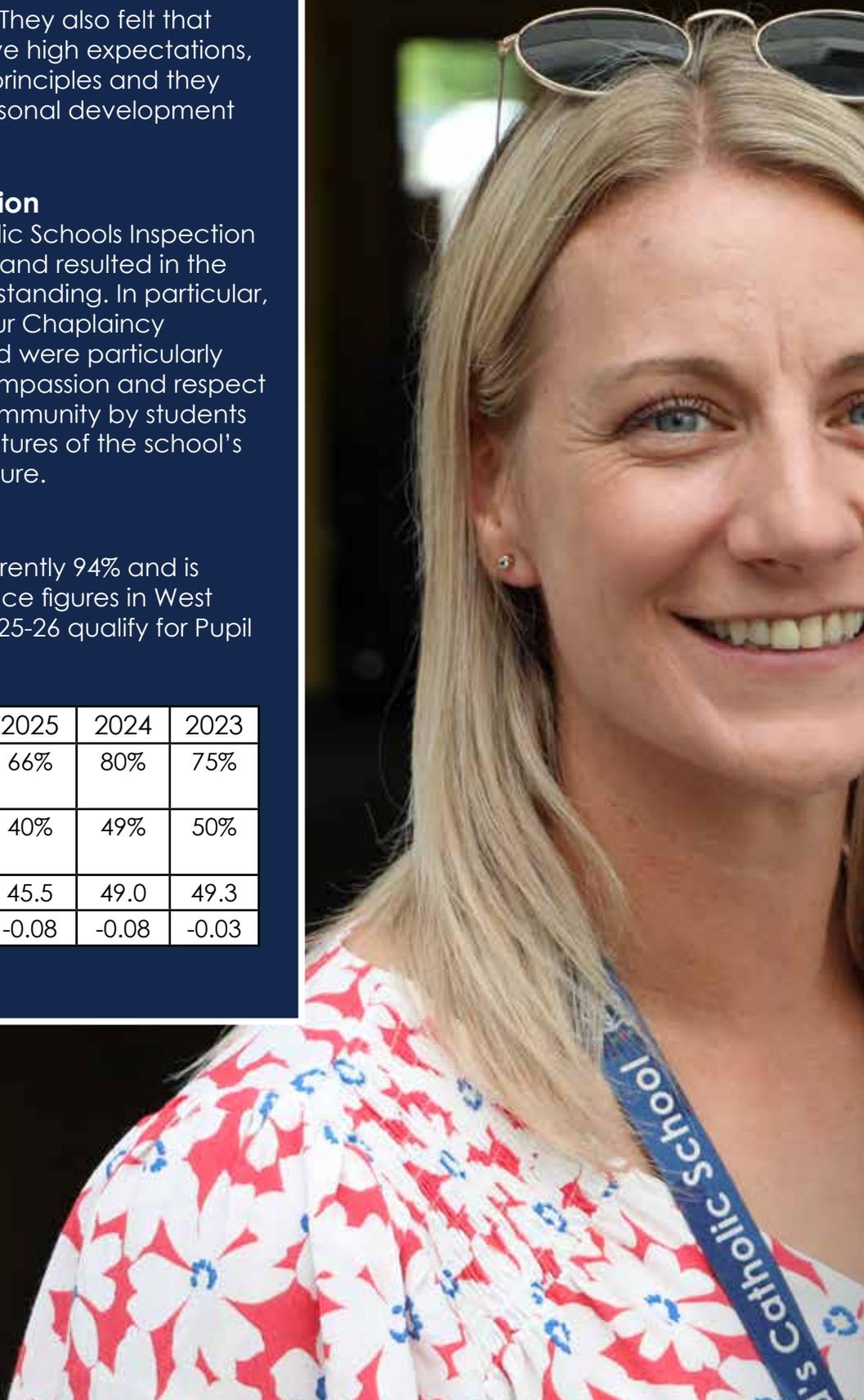
## Catholic Schools Inspection

Our recent Diocesan Catholic Schools Inspection took place in October 2024 and resulted in the school being judged as Outstanding. In particular, the inspectors stated that our Chaplaincy provision was exemplary and were particularly impressed with the care, compassion and respect demonstrated within the community by students and staff as outstanding features of the school's Catholic character and culture.

## Attendance

St Wilfrid's attendance is currently 94% and is one of the highest attendance figures in West Sussex. 19% of students in 2025-26 qualify for Pupil Premium.

	2025	2024	2023
GCSE Grade 4 or above in English and Maths	66%	80%	75%
GCSE Grade 5 or above in English and Maths	40%	49%	50%
Attainment 8	45.5	49.0	49.3
Progress 8 Score	-0.08	-0.08	-0.03





“Pupils’ behaviour is excellent. Pupils are polite and courteous. They know that the staff look after them well. There is very little bullying, but if it happens pupils trust staff to deal with it.”

Ofsted Report  
2023

St Wilfrid's Catholic School

**Candidate Statement of Results**

Name: Jona E Gama  
 Session: JUNE 2023/2024  
 Candidate No: 7222

Date	Exam	IC	UCLN	Unit Code	Score
22/06/24	Mathematics & English	IC24	UCLN22/24	1000000000	100%
22/06/24	Mathematics (SAT)	IC24	UCLN22/24	1000000000	100%
22/06/24	Physics & Chemistry	IC24	UCLN22/24	1000000000	100%

For more information on our work visit the website. If there are any queries with your child's statement of results, please contact the school. If you are dissatisfied about your results, you may have been a candidate for a re-sit.

# YOU HAVE TO CHALLENGE

## Our Facilities



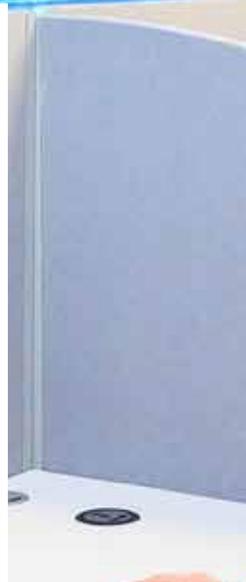
St Wilfrid's Catholic School offers a wide range of learning and recreational facilities which are designed to support both academic success and personal enjoyment. These include dedicated subject classrooms, Art & Photography studios, specialist Science and Design Technology classrooms along with a drama studio, music rooms, a sports hall and well-equipped computer suites. We are currently in the process of confirming work to replace our roof and planning has also been approved for the construction of 14 new classrooms later this academic year.

### Our Chapel

The school Chapel is the heart of the school and provides an inspiring space for our weekly Mass and other liturgical celebrations throughout the academic year. Located at the front of the school, it is a sacred place where the Blessed Sacrament is reserved. In addition to Mass, the Chapel hosts a range of scheduled and voluntary prayer opportunities.

### Dance Studio

A stand out feature is our new, purpose built dance studio, which boasts excellent facilities, including a wooden sprung floor which is ideal for performance and practice. All areas are thoughtfully designed and furnished with high quality equipment to enhance students learning experience, making their time at St Wilfrid's both successful and enjoyable.



### VI Form Common Room

We have recently updated and refurnished our VI Form Common Room. There is an area for studying with work desks and computers and there is also an area where students can meet to relax and socialise in. The VI Form team are based in an office just off the common room where they are accessible to students during the day and at break times. There is also access to a self service canteen where VI Form students can buy a range of food and drink.

### The HUB

St Wilfrid's HUB supports teaching and learning within the school, through the provision of relevant teaching resources and the development of study and information skills. The HUB aims to equip students with the knowledge and skills that help them to become independent learners. The HUB offers individual study spaces, group tables, 32 computers and a collection of electronic resources for students' needs.

### The Wedge

St Wilfrid's catering is supplied by our in-house kitchen, The Wedge, which offers a varied 3 week menu to cater to all tastes. It provides the right balance between good quality, healthy food and value for money.

To accommodate students attending lunchtime activities and alleviate queues in the Dining Hall, a very popular Food Shack is available in the outside courtyard, providing a varied choice of hot and cold snacks and drinks.

### Sports Courts

Our newly refurbished multi use sports courts have markings for 3 x tennis courts, 2 x basketball courts, 2 x netball courts and 2 x 5 a-side football pitches.

### Wellbeing Woods

In April 2025 we won a grant to support the mental health and wellbeing of students and staff. Our maintenance team designed and constructed "Laudato Lodge" and a safe area around the pond which is enjoyed by both students and staff.





“St Wilfrid’s is an “Outstanding Catholic School” where “staff are excellent role models” and where students say that the school “feels like a family where people care for each other.”

Catholic Schools Inspection  
2024

# Working with us



St Wilfrid's is a great place to work! As one recently appointed teacher said shortly after being appointed, "I didn't know schools like this existed!". Below are some thoughts from some of our staff:

"I started my career at St Wilfrid's in 2020 and it is an incredibly rewarding experience. The strength of the school community is outstanding and motivates you to go the extra mile for the students. There is a real sense of belonging, and the encouragement I've received has played a huge part in my own professional growth and progression. From joining as a Trainee Teacher to now having a whole school responsibility. It's a place where you feel valued, listened to, and motivated. Thanks to the positive environment and supportive colleagues, coming to work each day is something I truly enjoy and look forward to."

**Ryan Calver, Business Studies Teacher & Leader of Opportunities**

"Working at St Wilfrid's Catholic School is unlike any other school I've ever taught in. There is a genuine commitment to developing the whole person and recognising every student's potential. The school community supports students morally, academically, and personally, with staff who encourage them to become the best version of themselves. The staff are supportive and professional and they live out the school's mission every day in their classrooms and corridors. There are opportunities to develop professionally, as well as spiritually, and the staff community is warm, friendly, and full of enthusiasm. It's a place where people support one another and enjoy working together."

**Lucy Cearns, Subject Leader for Drama**

"My journey at St Wilfrid's began as a Year 7 student and has led me to where I am today — a member of staff. St Wilfrid's has always felt like a second home: a community that welcomes you with open arms, encourages you to reach your full potential, and allows you to flourish as an individual. Having experienced the school as a student, I know first-hand how caring and dedicated the staff are, always striving for the very best for their students. I can also speak highly of the exceptional quality of the teacher training programmes offered to those at the start of their teaching careers, as well as the continued support provided once qualified. There is no other school where I would rather have the privilege of working; I could not wish for a better workplace or community."

**Grace Graham, ECT Social Science Teacher**





# Headteacher Job Description

<b>Headteacher Group:</b>	<b>7</b>
<b>Pay Range:</b>	<b>L28 – 35</b>
<b>Responsible To:</b>	<b>Governing Body of the School</b>

We are seeking a dynamic and inspirational Headteacher to lead St Wilfrid's, embracing its Catholic ethos and culture with a commitment to school improvement. The successful candidate will be a practising Catholic, a confident leader, and an excellent communicator, capable of inspiring staff and students, working collaboratively with Governors, the Diocese, parents, and the Local Authority to continue raising standards.

## Main Purpose of the Role

- Provide overall leadership, strategic direction, and development of the school, including organisation, management, and control.
- Promote and safeguard the welfare of students and staff.
- Manage staff and resources effectively, overseeing professional development and communication.
- Fulfil duties as outlined in Part 7, Paragraphs 44.1–47.3 of the 2025 School Teachers' Pay and Conditions Document.

## Key Responsibilities

### 1. Shaping the Future

- Articulate and embed the Catholic vision and mission across the school.
- Translate vision into objectives and operational plans to drive school improvement.
- Foster a shared culture, creativity, and innovation, including the use of new technologies.
- Ensure strategic planning reflects Catholic values and the diversity of the school community.





## 2. Leading Learning & Teaching

- Ensure the principles of Catholic education and learning are central to strategic planning and resource allocation.
- Maintain a school-wide focus on student achievement.
- Promote a culture of challenge and support for all learners.
- Set high expectations and ambitious targets for staff and students.
- Organise a flexible, diverse curriculum with effective assessment and review.
- Monitor teaching to develop pedagogy and implement improvement strategies.
- Reinforce the importance of pastoral care, behaviour, and attendance.
- Promote equal opportunities and inclusion across the school.

## 3. Developing Self & Working with Others

- Treat all members of the community with fairness, dignity, and respect.
- Build collaborative learning cultures within the school and with partner schools.
- Strategically lead staff induction, professional development, and performance management.
- Delegate effectively and recognise individual and team achievements.
- Regularly review personal performance and development.
- Promote work-life balance for self and staff.

## 4. Managing the Organisation

- Ensure the ongoing development of organisational structures that embed the mission of the school.
- Implement evidence-based improvement plans and policies.
- Manage financial and human resources efficiently.
- Recruit, retain, and deploy staff to reinforce school goals.
- Ensure the school environment supports the curriculum and meets health and safety standards.

## 5. Securing Accountability

- Promote a Catholic school ethos of collaboration, knowledge-sharing, and accountability.
- Define, monitor, and evaluate individual staff responsibilities.
- Advise and report to the Governing Body on school performance and staff development.
- Provide accurate reports of the school's performance to Governors and other stakeholders.
- Work in partnership with the Diocese, Local Authority, and other schools.
- Safeguard the welfare of all children and staff.

## 6. Strengthening the Community

- Collaborate with parents, carers, and external agencies to support student well-being.
- Promote extended services and community engagement initiatives.
- Strengthen home-school communication and encourage parental involvement.



# Person Specification

This person specification supports candidates and Governors throughout the appointment process. It outlines the key qualities expected of the next Headteacher at St Wilfrid's, ensuring professional standards are met while serving the distinctive mission of the Church in education.

The core purpose of a Headteacher is to provide professional leadership and management. In a Catholic school, this leadership is exercised within a community rooted in the teachings and values of the Gospel. Applicants must demonstrate a strong personal faith and a clear understanding of the opportunities and challenges faced by schools intent on living out the authentic mission of the Church.

The Governing Body, in partnership with the Diocese, recognises the significance of the Catholic Headteacher role and is committed to providing long-term support, encouragement, affirmation, and appropriate challenge.

The National Standards for Headteachers reflect the evolving nature of school leadership and apply equally to experienced and aspiring leaders. The successful candidate will be supported through the Headteacher Induction Programme with support from the Diocese and Local Authority.

**E = Essential and D = Desirable**

## Catholic Leadership & Faith Commitment

- Practising Catholic with a clear understanding of Catholic education and its mission. **E**
- Confident faith leader, placing Christ at the heart of school life. **E**
- Inspires and develops staff and students through the Catholic ethos. **E**
- Provides spiritual leadership, including leading worship and supporting sacramental life. **E**
- Actively engaged with the Parish and Diocese, fostering strong partnerships. **E**
- Committed to the common good, ensuring every child is known, valued, and able to flourish. **E**

## Qualifications

- Qualified Teacher Status (QTS) and good honours degree. **E**
- NPQH. **D**
- Catholic Certificate of Religious Studies (CCRS). **D**

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## Où habites-tu?

- KikiDo**  

 J'habite dans un petit village à la campagne parce qu'il y a des touristes. Mais en h...
- Susie453**  

 J'habite dans une grande ville au Maroc. Mais à mon avis c'est nul en été parce qu...
- Raoul19**  

 Nous habitons dans une ville à la montagne que c'est très calme, C'est vraiment joli e...

	opinion (summer)	opinion (winter)
...		





## Professional Experience

- Senior leadership experience, including successful Deputy Headship, in a secondary school. **E**
- Experience of embedding Catholic values in education. **D**
- Substantive experience in senior leadership, including professional and staff development. **D**
- Evidence of effective personnel and professional management. **E**
- Experience of whole-school improvement and managing change. **E**
- Skilled in meeting the diverse needs of students and staff, promoting inclusion and high expectations. **E**

## Leadership and Management

- Proven track record of raising standards and improving outcomes. **E**
- Uses data to inform self-evaluation, planning, and accountability. **D**
- Sets ambitious targets, monitors progress, and delivers improvement. **E**
- Secure understanding of high-quality educational provision and effective school evaluation. **E**
- Experience of performance management, distributive leadership, and shared accountability. **E**
- Knowledge of governance and statutory duties; works effectively with Governors. **D**
- Leads teams to achieve academic, spiritual, moral, social, cultural, and personal development. **E**
- Inspires, challenges, motivates, and empowers staff. **E**
- Strong communicator with staff, students, families, Governors, and the wider community. **E**

## Learning and Teaching

- Leads by example with a clear commitment to learning and teaching excellence. **E**
- Secure knowledge of curriculum, assessment, and progress monitoring. **E**
- Proven ability to develop high-quality teaching and staff performance. **E**
- Up-to-date with developments and best practice in learning and teaching. **D**

## Personal Qualities

- Inspirational, compassionate, and resilient, with strong pastoral instincts. **E**
- High ethical standards, personal integrity, and commitment to students' best interests. **E**
- Self-reflective, humble, and willing to seek guidance when needed. **E**
- Collaborative, able to work effectively with fellow Headteachers. **E**
- Genuine enjoyment of working with young people. **E**
- Committed to inclusion and equality for all. **E**
- Enthusiastic, positive, and able to motivate others. **E**
- Able to work hard under pressure while maintaining perspective. **E**
- Possesses a good sense of humour. **D**

THE CATHOLIC DIOCESE OF  
ARUNDEL & BRIGHTON



# Application Process

Please apply using the CES Senior Leadership application form on our website.

In your letter of application, please address the person specification and provide evidence of impact from your current role and previous experience. Your letter should be submitted alongside your completed application form as a separate document, to be no more than two sides of A4 when typed, with your full name included on each page in the footer or header.

A reference from the priest at the parish where the candidate worships will be requested prior to shortlisting to ensure that the candidate meets the requirements for this reserved post before being invited to interview.

Please email your completed application to the school's Recruitment Services Team at [recruitment@stwilfrids.com](mailto:recruitment@stwilfrids.com)

## Shortlisting

- Our shortlisting procedure will allow sufficient time for a thorough and rigorous analysis of all applications.
- A selection panel, the members of which will also make up the formal interview panel, will carry out shortlisting.
- Decisions about who is invited for interview will be based on how well applicants meet the role profile and the person specification criteria.

## References

- References of shortlisted candidates will be requested before the interview. Referees will be contacted via email and, on occasion, may be contacted by telephone.
- At least one referee should be your current employer and a contact at your last post working with young people if not currently doing so.
- We require a third reference from your local parish priest.

## Interview

During our interview process, we will take every opportunity to find out if you are the right person for the role. Similarly, it is an opportunity for you to find out more about the school and those who work here. The interview is a two-way process. We encourage you to visit us beforehand if you are able.

The Interviews will take place over two days and the selection panel will decide who to take forward to the second day. The interview process will offer you a range of different opportunities to demonstrate your potential to meet the requirements of the post.

*St Wilfrid's and West Sussex County Council are 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 candidates will be subject to an appropriate Disclosure and Barring Service check along with other relevant employment checks, including satisfactory references.*



## Key Dates:

Closing Date:	09:00hrs Monday 23rd March 2026
Interviews:	Wednesday 15th & Thursday 16th April 2026
Announcement to community:	Friday 17th April 2026
Start Date:	Tuesday 1st September 2026



“Leaders are ambitious and model the high standards that they expect everyone to follow. They are considerate of workload and plan thoughtfully. Staff feel very well supported in their different roles.”

Ofsted Report  
2023



THE CATHOLIC DIOCESE OF  
ARUNDEL & BRIGHTON

# St Wilfrid's Catholic School

St Wilfrid's Way, Crawley, West Sussex, RH11 8PG

**Call:** 01293 421421

**Visit:** [stwilfrids.com](http://stwilfrids.com)

**Email:** [recruitment@stwilfrids.com](mailto:recruitment@stwilfrids.com)