



CROSFIELDS
SCHOOL

Senior Deputy Head

Candidate Information



Welcome

Crosfields is a dynamic day school. Future-focused and providing the highest standards of care and teaching, we offer a stimulating, friendly and fulfilling working environment. Our staff are passionate and dedicated to the work they do, constantly supporting each other to create the best educational opportunities for our 700+ pupils both in the classroom and beyond.

We are a warm, caring community, and our pupils have an intrinsic kindness. We have created a modern and forward-thinking environment in which our pupils can learn, grow and contribute to the future direction of our school. Our core ethos has always been to offer a high-quality education and to develop our boys and girls academically, socially, and spiritually. Next year, we will celebrate the 70th anniversary of our foundation whilst we continue to work towards the opening of our Sixth Form in 2028. These are exciting times at Crosfields.

As part of our ambitious plans for the future, we are looking for an exceptional and values-led senior leader to join the school in September 2026 as Senior Deputy Head, working in close partnership with myself and our Senior Leadership Team. This is a pivotal whole-school role combining strategic leadership with direct operational responsibilities. The Senior Deputy Head will lead on the Sixth Form initiative and the school's pastoral strategy. They will also be the school's Designated Safeguarding Lead. Playing a central role in shaping the culture, direction and day-to-day life of the school, the Senior Deputy Head will ensure the highest standards in safeguarding practice and pupil wellbeing, supported by a strong and committed team.

I hope that you agree that the Senior Deputy Head at Crosfields role represents a hugely exciting and potentially rewarding professional opportunity. Thank you for your interest, and I look forward to hearing from you.

Caroline Townsend

Mrs Caroline Townshend
Head





Overview

Crosfields began its life as the junior school of nearby Leighton Park School. In 1957, it became a standalone preparatory school for boys with 100 pupils and in 2007 the school accepted girls as well as boys. In 2021, the school extended its provision through to GCSE level. Crosfields has grown considerably in recent years and has become the school of choice for many families. Crosfields will open a year-round Nursery in 2026 and a Sixth Form in 2028, in so doing it will become an 'all-through school' for boys and girls aged 2 to 18.

The school is located on a green and spacious 40-acre campus in a suburban area close to central Reading. Its main catchment area includes Reading, Wokingham, Bracknell and Basingstoke. It is highly accessible, lying close to main roads including the M4 motorway and fast mainline rail services from Reading station to London, as well as destinations across southern and south-western England.

Crosfields has modern teaching facilities and has recently invested in new technology, as well as excellent sports facilities. It has extensive playing fields, including a multi-purpose astroturf pitch. Recent investment in the estate means that the Sixth Form can be accommodated onsite in elegantly refurbished buildings. The school also has a rich array of play areas and extensive woodlands in which there are several forest school areas that the pupils can benefit from.



With a strong academic foundation and a broad co-curricular programme, Crosfields aims to provide a nurturing and forward-looking environment where children are encouraged to grow in confidence, curiosity, and character. The school is known for its inclusive ethos and commitment to excellence that is shaped by three core pillars: innovation, diversity, and opportunity. Innovation is reflected in its strategic focus on digital learning and research-informed teaching, with pupils benefitting from a curriculum that is both rigorous and responsive to individual needs.

Diversity is a defining strength of the school, and it offers a vibrant and outward-looking environment that celebrates individuality and fosters mutual respect. This diversity is celebrated in school, and it also enables educational pathways to be tailored to each pupil. Pastoral care is equally prioritised, with initiatives supporting pupil wellbeing and emotional development. The school is non-denominational and welcomes pupils of all faiths and none.

Crosfields was most recently inspected by the ISI in March 2024 and was judged as meeting all key areas of leadership and governance, pupils' education, social and economic wellbeing and safeguarding, as well as their contribution to society. A full copy of the latest report can be accessed [here](#). The school is also reviewed in the [Good Schools Guide](#) and [Muddy Stiletos](#).

Admissions

Crosfields is a selective school. It offers scholarships to current and new pupils in Year 7 covering Academic, Sport, Creative and Performing Arts and All-Rounder. There are also means-tested bursaries available to support children in Reception onwards from families who cannot afford to pay full fees. For entry into Nursery or Pre-Prep there are 'Stay and Play' taster sessions, while for entry into Junior and Senior sections, there are assessment days in each term that include CAT4 tests, a written task, group tasks and interviews.





Academic and Curriculum

Crosfields' academic approach is to teach to the top and to 'scaffold' the learning. This is a framework designed to support pupils in their studies throughout the year and add maximum value for all. Class sizes are kept small – typically 15–20 per form and with 3–4 forms per year group. In the run-up to exams, the school places strong focus on 'metacognition' (learning skills), and the school's small class size approach also helps develop pupils' abilities in exams and coursework.

Senior pupils follow a tutoring programme based on vision, effort, systems, practice and attitude. This combines thematic ideas from psychology, business and sport to generate marginal gains to reach each individual's full potential, and it is also designed to aid revision. The school's commitment to academic excellence is reflected in the 2025 GCSE results, in which 71% of grades were awarded at 9–7. In addition, Crosfields' value-added score placed it in the top 10% of schools nationally.

Innovation runs through the curriculum from Nursery to Year 11 and will do so in the Sixth Form from 2028. Every pupil's progress is monitored through their individual ASPIRE learner profile that tracks the skills they should be displaying at each stage. Academic achievement is complemented by encouraging soft skills like teamwork, leadership and resilience. Achievement certificates and prizes are awarded each half term.

Staff are encouraged to take an interest in educational research as part of their professional development.

Pastoral Care

Strong pastoral care and safeguarding are a priority, with initiatives supporting pupil wellbeing and emotional development. The emphasis on small class sizes also brings obvious pastoral benefits to pupils and staff. Form teachers are expected to help create a supportive and nurturing environment within each form group. More broadly, the school fosters a 'Pastoral Triangle' through regular communication between school, pupils and parents on matters of physical and mental health and a 'Food for Thought' programme for parents to explore related topics and themes in greater depth.

As well as a well-developed PSHE curriculum, the school encourages pupils to take leadership roles at every stage – creating opportunities for public speaking and presentations, problem-solving and lateral thinking. There are Prefect roles in different areas of school life: a system of mentoring to younger pupils, pupils assisting teaching staff in specialist subjects, and the opportunity to help plan and organise school events, including arranging and leading school assemblies. Pupils are also organised into one of four Houses that enable inter-house competition and collaborations, as well as an additional layer of pastoral support. With its emphasis on kindness and fostering a strong sense of community, there is also zero tolerance of bullying.





Sport, the Arts, and Co-Curricular Activities

There are dozens of in-school and after-school clubs and societies for Seniors, Juniors and Pre-Prep years. Junior pupils enjoy an excellent range of extra-curricular activities, with over 40 clubs and activities on offer through the week, including dance, LAMDA, Judo, chess and cookery. For the Seniors, there is also podcasting, rowing, Duke of Edinburgh's Award, Model United Nations, Arkwright Scholarship, 'Metacognition – Learning to Learn' and a 'Mighty Oak' programme for Years 7 and 8 with activities both within the timetable and after school. Late-stay arrangements are available up to 6pm every day. Academic and classroom learning is complemented by a comprehensive range of school visits and trips.

In music and drama, a refurbished theatre and new music rooms facilitate four choirs, an orchestra, and several instrument ensembles, and the school lays on several plays and musical productions each year for different age ranges. There is an active sports programme which takes advantage of extensive playing fields and a modern sports hall, with recent additions including pickleball courts, table tennis and cricket nets. Pupils are encouraged to participate in at least one main team sport, with hockey and football being popular, but there is a wide range of sports options, including badminton, basketball, cricket, netball, hockey, fencing, tennis, volleyball, dance, ultimate frisbee and Judo. With its excellent 25-metre swimming pool, the school's pupils excel in swimming, with many of them taking it as an after-school option and performing well in regional and national competitions.

Governance and Leadership

The Senior Leadership Team comprises experienced and passionate educators who exemplify the school's core values. The Head is supported by a Senior Deputy Head, Head of Juniors, Head of Pre-Prep, Deputy Head Co-Curricular & Operations, Deputy Head Academic and Director of Digital Strategy.

The Head reports to a Board of Governors who bring commercial and consumer experience across a variety of areas. They help shape the future of the school and ensure the overarching strategy is achieved.





The Role

The Senior Deputy Head will be a key member of the school's Senior Leadership Team (SLT). As such, they will provide visible leadership across the school community, especially in the pastoral area. They will be the Designated Safeguarding Lead (DSL).

They will also take delegated responsibility for specific areas and lead initiatives that contribute to the school's vision and development. This role combines strategic responsibility with day-to-day operational leadership. It will include taking a leading role in the successful delivery of the school's exciting plans to open a Sixth Form in 2028 and the successful commemoration of the school's 70th anniversary in 2027.

The Senior Deputy Head will be expected to lead by example in upholding the school's values with a commitment to equality, diversity and inclusion. As well as being Designated Safeguarding Lead, a focus on the wellbeing of students and staff is also central to the role, as outlined in the Job Description (see below).

Job Description

Job Purpose The Senior Deputy Head reports directly to the Head and is a key member of the Senior Leadership Team (SLT). The role combines strategic leadership, operational oversight and exemplary pastoral care.

The post-holder has direct oversight of pupils in Years 7–11, working closely with the Head of Juniors and Head of Pre-Prep to ensure coherent and seamless pastoral care across the whole school. The Senior Deputy Head acts as the Designated Safeguarding Lead (DSL), leading a team of Deputy DSLs, and deputises for the Head when required.

Accountable To The Head.

Key Reports Heads of House, Nurse, Head of Learning Empowerment and Inclusion, Mental Health Practitioner, Safeguarding team.

Key Responsibilities

Strategic Leadership

- Work closely with the Head and Senior Leadership Team to shape, articulate and deliver the school's vision and strategic development plan.
- Deputise for the Head, exercising delegated authority and decision-making as required.
- Lead the whole-school pastoral strategy, ensuring alignment with the school's ethos, values and strategic priorities.
- Provide strategic leadership for the planning, approval, and delivery of the new Sixth Form, reporting directly to the Head and overseeing all academic, operational, and stakeholder elements to ensure a successful opening in 2028.
- Contribute actively and constructively to SLT discussions, planning and evaluation.
- Initiate, lead and evaluate programmes that enhance pupil wellbeing, safeguarding, inclusion and personal development.
- Collaborate with academic and co-curricular leaders to embed pastoral priorities across all aspects of school life.
- Contribute to annual budget setting, with responsibility for monitoring and managing allocated budgets to ensure effective and value-driven use of resources.

Pastoral Care and Safeguarding

- Foster a culture of outstanding pastoral care, ensuring consistent, inclusive and high-quality support for all pupils.
- Chair and lead the Strategic Senior Pastoral Committee, setting direction and ensuring effective follow-through.
- Promote and uphold high standards of behaviour, attitudes and conduct, creating a respectful, calm and purposeful school environment.

- Ensure robust systems for monitoring behaviour, wellbeing and attendance, including effective engagement with parents and external agencies.
- Oversee attendance strategy and casework, working closely with Heads of Section and relevant professionals.
- Work with Admissions to meet prospective families, contribute to pupil selection, and ensure effective transition and information transfer for new starters.
- Act as Designated Safeguarding Lead, ensuring all safeguarding arrangements meet statutory, regulatory and best-practice requirements.
- Review, update and implement safeguarding policies, delivering high-quality staff training and reporting regularly to the SLT on safeguarding and pastoral trends.

Compliance

- Maintain full ISI inspection readiness, including oversight of documentation, evidence and operational practice.
- Review and quality assure pastoral and allocated policies, ensuring compliance, clarity and effectiveness.

Pupil, Parent and Community Engagement

- Be a highly visible and approachable leader, building strong relationships with pupils across the Seniors.
- Attend key school events and contribute positively to the wider life of the school community.
- Provide clear, confident and empathetic guidance to parents on pastoral and safeguarding matters.
- Champion pupil voice, ensuring effective mechanisms for consultation, feedback and action.
- Oversee the school Prefect system, including selection, training and ongoing support.

- Develop and sustain relationships with feeder schools and relevant community partners.
- Support and engage with the Crosfields Parents Association, attending half-termly meetings.

Staff Development and Wellbeing

- Support the recruitment and appointment of staff, including Safer Recruitment procedures.
- Lead and contribute to pastoral, safeguarding and wellbeing-related professional development.
- Promote a culture of staff wellbeing, care and professional respect, modelling thoughtful and humane leadership.

Governance

- Prepare reports for and attend the Safeguarding and Welfare Committee on a termly basis.
- Contribute to Board reports and attend Board and committee meetings as required.
- Support whole-school improvement planning, policy development and regulatory compliance.

Operational Management

- Oversee the day-to-day leadership and organisation of the Seniors (Years 7 to 11).
- Work closely with the Deputy Head (Co-Curricular and Operations) to plan and deliver major school events, including Speech Day, Carol Service and Criss-Cross Day.
- Oversee duty rotas and the annual Collect schedules.
- Contribute to the development, review and implementation of critical incident and emergency response plans.

The Person

Qualifications and Experience

- Qualified teacher status (QTS) or equivalent, with significant and successful senior leadership experience.
- Current safeguarding expertise; prior experience as a DSL or Deputy DSL is desirable.
- Experience of school self-evaluation, development planning and inspection preparation.
- Deep understanding of the pastoral and developmental needs of adolescents in a co-educational environment.
- Proven experience of leading whole-school pastoral initiatives and managing complex pastoral cases.

Personal Competencies and Qualities

- A visible, credible and values-led leader who sets direction and sustains momentum.
- Strong personal commitment to the full life of the school, including events and co-curricular activities.
- High levels of integrity, resilience, discretion and professional judgement.
- Genuine warmth, empathy and care for pupils and colleagues, balanced with firmness and clarity.
- Ability to lead, motivate and support colleagues, building trust and high performance.
- Operationally and strategically strong, able to manage complexity, anticipate risk and deliver effectively.
- Confident decision-maker, able to act autonomously within agreed parameters and escalate appropriately.
- Highly developed communication skills, including the ability to present persuasively to pupils, parents, staff and governors.
- Analytical and reflective, with the ability to use data to inform strategy, targets and evaluation.
- Commitment to ongoing professional development.





Terms and Benefits

The successful candidate will be offered an attractive salary package. In addition, a package of benefits will include:

- School fees remission.
- Pension scheme.
- Salary sacrifice.
- Free lunches and refreshments during term-time.
- INSET childcare support.
- Staff discounts at Stevensons, Ultimate Activity holiday camps, B&Q, and Nuffield Health.

The post will be offered subject to the necessary pre-employment checks, including medical fitness and an enhanced DBS check.

Application Process

Interested candidates are invited to contact RSAcademics to arrange a confidential discussion with one of the consultants handling this appointment:

- Sarah Glencross, Head of Senior School Search: sarahglencross@rsacademics.com or
- Martin Collier, Senior Advisor: martincollier@rsacademics.com

Closing date: 10.00am on Thursday 22 January 2026.

Applications should be made electronically to RSAcademics. To submit your application, please upload your documents according to the instructions on the RSAcademics [website](#).

You should submit the following (both in PDF format):

- A completed application form (available alongside this candidate information on the RSAcademics [website](#)).
- A covering letter addressed to Mrs Caroline Townshend, Head. The letter should explain your reasons for applying.

If you have any questions about uploading your application documents, please contact:

- Laura Cave, Project Coordinator (Appointments): applications@rsacademics.com / +44 (0)204 6269 791

The process is as follows:

- All applications will be acknowledged by email. If you have not received acknowledgement that your application has been received within two working days of sending it, please contact RSAcademics by telephone.
- Preliminary interviews will take place with RSAcademics via Teams on Monday 26 and Tuesday 27 January 2026.
- Longlist interviews will take place at the school on Tuesday 10 and Wednesday 11 February 2026.
- Shortlist interviews will take place at the school on Monday 23 February 2026.

N.B. Safer recruitment checks will be made at all stages in the recruitment process.

Crosfields School is committed to equality of opportunity for all staff, and applications from suitably qualified individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partners.

Crosfields School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post. The appointment is subject to satisfactory pre-employment checks in accordance with the relevant statutory guidance, including an enhanced Disclosure and Barring Service check, satisfactory references, proof of identity and eligibility to work in the UK, a satisfactory medical report and proof of qualifications.



Founded in 2001 by Russell Speirs, RSAcademics has advised and supported over 700 schools and educational organisations in the UK and worldwide. Through our working partnerships with heads, leadership teams, boards, staff and parents, we specialise in supporting schools in five main areas: strategy, marketing and research; equality, diversity and inclusion; operational improvement; leadership and governance and philanthropy. We enable schools worldwide to thrive by finding and developing senior leaders, guiding decision makers, making connections and shaping debate. RSAcademics is committed to promoting diversity and inclusion in schools. Please visit www.rsacademics.com for more information.