



St Mary's
Colchester

Principal

CANDIDATE
INFORMATION PACK

Telephone: 01206 572544

Email: careers@stmaryscolchester.org.uk

Website: www.stmaryscolchester.org.uk/vacancies

Welcome

Dear Applicants,

Welcome to St Mary's School. We have been educating girls from Colchester and the surrounding areas since 1908 and as such have built a very strong reputation within our local community. Throughout this time the school has grown in size and is now located on two sites. The Senior School is close to the town centre whilst the Lower School and Kindergarten enjoy a more rural location.

St Mary's is a happy and thriving school and we are proud of each and every one of our pupils. We are also proud of our diverse student population and we are passionate to create a team of staff reflective of this diversity.

The Senior Leadership Team at St Mary's is small and the positive and collective vision of the team has ensured the success of the school.

This is a truly exciting time for prospective candidates who are looking to further their careers in a dynamic learning community.

If you believe that you can rise to the broad and challenging expectations of the role and you have a genuine desire to work in an environment that has the needs of its students at heart, we look forward to hearing from you.

MR ANTHONY BELL

Chair of Governors





Rated Excellent

IN LAST ISI INSPECTION

The school

St Mary's is an independent all-girls day school in north Essex for girls age 4-16. We also have a Kindergarten for children age 2-4.

We provide an enlightened, empowering and complete education, designed specifically for girls to thrive. We challenge our pupils academically, creatively and physically. With small class sizes and high standards, our focus is on individual success. Our environment is safe in every respect - to experiment and question, to take risks and follow passions, to innovate and lead - free of judgement and stereotypes, and full of respect and support. So when our pupils move on to their next steps in education, they are empowered to rise to the challenges and opportunities the world presents.

We are proud that the Independent School Inspectorate (ISI) rated St Mary's as excellent in our last inspection. The key findings emphasised the high levels of attainment across the curriculum for Early Years Foundation Stage (EYFS), in National Curriculum tests for Year 6 and at GCSE level. We were delighted that our emphasis on the importance of pastoral care was also documented by inspectors.

St Mary's was recently shortlisted for Independent Girls' School of the Year 2025, as part of the highly respected Independent Schools of the Year Awards. Being shortlisted for this national award is a powerful recognition of our commitment to delivering exceptional, girl-centred education.

Our commitment at the Lower School to high-quality provision for more able learners within the context of challenge for all, was also recognised by the National Association for Able Children in Education (NACE) in our reaccreditation of the NACE Challenge Award. The Sunday Times ranked St Mary's Lower School as the 12th highest-performing preparatory school in England. Many girls achieve Scholarships to senior school. In addition, we have an impressive 11+ pass rate for those who choose to sit the exam and are the largest feeder to Colchester County High School for Girls.

Using our expertise in educating girls and the latest research, we empower girls at our Senior School by inspiring them to see the world as one full of limitless possibilities and by equipping them with the knowledge, experiences and skills needed to thrive at St Mary's and beyond. We see strong GCSE results each year and last year, The Sunday Times ranked St Mary's Senior School as the top performing in Essex and 16th nationally, for independent secondary schools without a sixth form. We have a strong reputation and more girls age 11-16 attend St Mary's Senior School than any other independent school within a 20 mile drive.

Governance and Finance

St Mary's is proud to hold independent charitable status, with all fees used to provide an outstanding educational experience. All academic and other revenues are reinvested in the school. St Mary's is a Company limited by Guarantee and truly independent. Oversight is provided by a committed and knowledgeable Governing Body who have a wide range of skills and experience to help the school provide a high quality and balanced education within a happy learning environment. The full Governing Body meets four times a year. A number of sub-committees provide regular reports to the Governing Body in areas such as Finance, Human Resources, Education and Strategy.

The day-to-day running of the School is delegated to the Principal along with the Head of Finance & Operations, Vice Principal and the Head of Marketing, Admissions & Communications and they make up the Senior Leadership Team. In turn, they are supported by a skilled, experienced and committed Wider Leadership Team, along with a dedicated team of teaching and non-teaching staff.

The school's finances are well managed, and its financial position is strong. St Mary's has a history of generating healthy surpluses and has strong cash reserves, with no borrowing, supporting medium-term capital development projects. St Mary's has started this academic year with more pupils than in over ten years. In addition, the Kindergarten is currently being expanded due to the increasing demand for places.

Governors recognise that the current financial economic and political context of the sector will require careful financial and risk management over the next few years. The school is very mindful of the ongoing challenges being faced by independent schools in respect of affordability for parents (particularly following the introduction of VAT on fees), and recruitment and retention in the highly competitive local market.

St Mary's continues to ensure that it attracts and retains high calibre staff, offering competitive pay scales and an attractive working environment. The school employs its own staff to look after the routine maintenance of both the grounds and buildings. Catering and cleaning are managed through external contracts.





OUR VISION IS TO

empower girls to thrive

AT ST MARY'S AND BEYOND

Values and Ethos

The School's vision, mission and aims and ethos underpin all it does at every stage.

VISION

To empower girls to thrive at St Mary's and beyond.

MISSION

Using our expertise in educating girls and the latest research, we empower girls by inspiring them to see the world as one of limitless possibilities and by equipping them with the knowledge, experiences and skills needed to thrive at St Mary's and beyond. We do this in an environment designed specifically for girls; one that is safe in every respect - to experiment and question, to take risks and follow passions, to innovate and lead - one that is free from judgement and stereotypes, and full of respect and support.

AIMS

- To provide an ambitious, girl-centred education
- To foster high aspirations and a bold attitude
- To create a compassionate culture where every girl is known, supported and understood
- To develop pupils' understanding of the world so they become dynamic and engaged global citizens
- To promote intellectual curiosity and an enquiring mindset

Kindergarten

Children can start at St Mary's Kindergarten at the start of the academic year in which they turn three, allowing children to spend two full years in our Kindergarten before starting school. During their time in Kindergarten, we introduce children to learning and give them a solid preparation for starting school, both academically and socially, so they can make the most of all the opportunities school life brings.

During school term time in the year before school, we have recently introduced new teacher-led lessons for Kindergarten pupils. These sessions complement the work of our highly qualified early years specialists and are delivered alongside our existing broad curriculum, which includes subjects such as French, Forest School, music, and ballet, further enriching the Kindergarten experience for our young learners.

We believe in providing a well-rounded experience. Children take part in a range of activities such as PE, Forest School, music, ballet, French and outdoor learning. All activities are included in the fees. Children have the opportunity to go on trips, such as to the local church. They also take part in events including the Kindergarten and Infant Sports Day, Nativity performance, Prize Giving, Remembrance Day service and Mothering Sunday service. We also hold a number of events for the whole family of those at St Mary's to enjoy. These include Fireworks night, our Summer Fete and outdoor theatre production.

Our purpose-built Kindergarten, which is being extended to increase capacity from 2025-26, has an enclosed outdoor multi-sensory play area. It is the perfect place for young children to thrive in a safe environment. There is also a specially designed outdoor learning area for the Kindergarten children to use. Additionally, Kindergarten children have access to all the Lower School facilities. This introduction to St Mary's school life helps provide a smooth transition to school.

Our Kindergarten is open 51 weeks of the year, providing continuity for the children and enabling their learning to continue across the year. We have a small number of term-time only places available, reserved for children with siblings at the school. Our core day is 8am-3pm and we have different wrap around options, starting at 7.30am and running until 6pm.



A young girl with dark hair is swinging joyfully on a swing set. She is wearing a light-colored patterned shirt, dark trousers, and colorful rain boots. The background is a dense, sun-dappled forest with vibrant green foliage. The overall mood is bright and cheerful.

Lower School

We are so proud that The Sunday Times ranked St Mary's Lower School the 12th highest performing Prep School in England. Our pupils perform at well above the national average in SATs. In 2025, 90% achieved the higher standard for Reading, 74% for Maths, 58% for Grammar, Punctuation and Spelling, and 42% for Writing. We also have a high 11+ pass rate for those who choose to sit the exam. In addition, our pupils achieve a consistently strong record of scholarship offers. We're able to achieve such success by tailoring the education to suit the needs of each individual in our small classes. We also give pupils the encouragement and support they need to aim high.

Work is differentiated throughout the Lower School to ensure each child receives the appropriate level of challenge and support. Our commitment to high-quality provision for more able learners within the context of challenge for all, was recognised by the National Association for Able Children in Education (NACE) in our reaccreditation of the NACE Challenge Award. 11+ content is covered within the curriculum at the Lower School, ahead of the 11+ exam date. Pupils will also have opportunities to practice 11+ papers and take mock exams in preparation.

We regard the creative and performing arts highly at St Mary's and provide a rich arts curriculum and extra-curricular activities. Girls' confidence in performing grows as a result of a range of drama productions and concerts on offer. These range from Nativity performances and small informal music concerts to spectacular drama productions and a whole school Carol Service.

Pupils participate in a wide range of sports at the Lower School, from dancing and orienteering to football and hockey. Girls take part in competitions such as netball tournaments and swimming galas throughout the year, often with great success. This year, our sports provision has continued to grow with additional specialist PE staff, more clubs and fixtures, and enhanced competitive opportunities. We also have new resurfaced sports courts and grass hockey pitches. Dance showcases have been introduced to offer parents a glimpse into the girls' achievements in their lessons. Our Lower School Sports Leaders programme has also expanded this year.

We know that for girls to achieve their very best they must feel confident, relaxed and secure. Pupils thrive when they are happy and our pastoral support is therefore at the centre of all we do. In our small school, we both know and understand every girl. We nurture the whole person and provide an environment free from judgement and stereotypes, where the girls can be themselves. People often describe the atmosphere at the school as calm, supportive and nurturing. The girls here are not afraid to have a go at something new, take risks or put themselves forward to be a leader. It is in this positive environment where the girls develop the self-confidence needed to really blossom.

12th highest performing

PREP SCHOOL IN ENGLAND

Senior School

At St Mary's Senior School, we know and understand every girl and in our small classes we're able to tailor our teaching to each and every student.

In 2025, 55% of GCSE results at St Mary's were graded at 9-7 (equivalent to A*-A) in comparison to the national average of 22%. More than half of the results for the core subjects of Maths, English and Science were graded 9-7. An exceptional 100% of results for Latin, Fashion & Textiles and Hospitality & Catering were graded 9-7 or equivalent.

We offer a brilliantly balanced education at St Mary's and provide an abundance of opportunities for the girls to grow and develop. As well as challenging the girls academically, we also challenge pupils physically and creatively.

Pupils participate in a wide range of sports at the Senior School, from dancing and Duke of Edinburgh's (DofE) Award expeditions to football and basketball. The girls take part in competitions such as netball tournaments and swimming galas throughout the year, often with great success.

We regard the creative and performing arts highly at St Mary's and provide a rich arts curriculum and extra-curricular activities at the Senior School. Girls' confidence in performing grows as a result of a range of drama productions and concerts on offer. These range from small scale drama performances and informal music concerts to spectacular productions and a whole school Carol Service.

Our pastoral support is at the centre of all we do and we spend time getting to know every girl and their families. When students join us at the Senior School we assign them a buddy. They then become part of a buddy family consisting of a girl from each year. Carefully chosen and trained Year 11 girls also act as Listeners to provide peer support and staff are trained in the area of wellbeing. We have many initiatives in place to support the welfare of our students and really do believe that happy girls are high achievers.

St Mary's Scholarship programme is designed to accelerate the development of students that are able in a variety of disciplines and are available to pupils who join in Year 7. Scholars act as role models and leaders to other students and as ambassadors for St Mary's. They are encouraged, and expected, to make the most of the wealth of educational opportunities available to them to extend, broaden and strengthen their aptitudes and talents, and to gain valuable experience that will stand them in good stead for the future.





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Pupils’ academic and other achievements are excellent, in confirmation of the school’s aspiration to help pupils develop creative flair, sporting prowess and other talents.

INDEPENDENT SCHOOL INSPECTORATE

The Opportunity

This is an exciting opportunity for someone who will bring their own ideas and aspirations for what St Mary’s can achieve in the future, whilst valuing its distinctive heritage and upholding its core ethos and values which the community has come to expect from the school. The next Principal will be able to demonstrate a strategic approach to policy and planning, higher order management skills and business acumen. They will bring substantial experience of successful leadership in education, equipping them to lead an experienced and committed Senior Leadership Team and staff, and to command respect from the whole school community.

The successful candidate will work collaboratively with the Governors and the Senior Leadership Team to prioritise the key strategic areas for the development of the school into the future and will provide clear and inspirational leadership to all to ensure that the school’s development objectives are achieved.

The role of the Principal is to provide highly effective, inspirational and strategic leadership and, working with the Governors and staff, develop and deliver a compelling and achievable vision for St Mary’s that will secure its future success whilst upholding its ethos and values.

The next Principal will be aspirational and dynamic, provide professional leadership for all staff at the school, maintain an environment where pupils can thrive, learn and achieve, and which encourages high expectations and achievements among all pupils, as well as contribute to the overall direction, management and development of St Mary’s.

Key accountabilities

The Principal has overall accountability for ensuring the success of the School within the strategic framework and operational expectations of the organisation as a whole and is accountable to the School's Board of Governors. The Principal will advise and inform the School's Governing Body on school performance and the implementation of policies, thereby ensuring their full involvement in strategic planning, business activities, monitoring and building relationships with the wider community.

KEY RESPONSIBILITIES

The next Principal will be aspirational and dynamic, provide professional leadership for all staff at the School, maintain an environment where pupils can thrive, learn and achieve, and which encourages high expectations and achievements among all pupils, as well as contribute to the overall direction, management and development of St Mary's School.

1. Strategic direction and development

- Create and communicate a clear, compelling and achievable vision for the future of the School, which expresses the core ethos and values of the School, is responsive to local and market factors, and which motivates and inspires others.
- Work closely with all key stakeholders to achieve this vision and ensure their commitment to its enactment.
- Translate the vision into agreed objectives and operational, business and financial plans and develop appropriate mechanisms for regular monitoring and review.
- Exemplify the values and vision of the School (both in own leadership approach, and in exploring future opportunities for the School).
- Continually seek ways to enhance and develop the School and make recommendations to the Governors as appropriate.

2. Professional Leadership and Management

- Provide overall leadership to all staff, nurturing a strong commitment to the core ethos and values of St Mary's and inspiring and motivating colleagues, creating a strong, cohesive team across the whole school.
- Foster and develop a strong, cohesive and proactive Senior Leadership Team ensuring that roles, responsibilities and expectations are clear and that the highest standards of performance are expected and delivered.
- Recruit and retain staff of the highest quality with the ability to act as role models, inspire pupils and develop the reputation of the School.
- Develop and maintain a culture of high expectations for self and others by deploying and monitoring strategies for developing effective teachers and managing performance, and for support staff to maintain standards of excellence in and outside the classroom.





WE CHALLENGE PUPILS

academically

- Build a culture of continual professional development by regularly reviewing own practice, setting personal targets and taking responsibility for own development and ensuring that systems are in place to encourage all staff to be similarly active in their personal and continuous professional development.
 - Develop the capacity, through coaching and other appropriate means, of the School's leadership and management, particularly the Senior Leadership Team.
 - Develop an ethos which ensures regular involvement of staff in school developments and encourages collaboration, innovation and individual and team creativity.
3. Marketing, Communication and Engagement
- As an integral part of business planning, develop robust and effective marketing strategies and develop and maintain good relationships with local nurseries, schools and prospective parents, to ensure the School's attractiveness in the wider market and secure optimum pupil numbers.
 - Build and promote effective relationships with parents (current and prospective) and other stakeholders and members of the community, both to ensure an excellent local reputation for the School and to develop a culture of partnership with them, creating a brand that is appealing and desirable.
 - Act as a figurehead for the School being personally visible and involved in school events and activities.
 - Develop amongst staff an outward perspective and personal commitment to promotion of the School.
 - Develop creative initiatives which complement the activities of the School with the result that obligations in terms of public benefit are met (and, where possible, exceeded).
4. Educational Leadership
- Engender an environment that promotes excellence and innovation in teaching and learning, ensuring a continuous and consistent school-wide focus on pupils' achievement and development (moral, spiritual, physical and social, as well as academic).
 - Determine, organise and implement policy for personal, social and moral development, instilling values and life skills which will help pupils become valued members of society.
 - Inspire senior colleagues to drive the successful operation and academic functioning of the School through a culture of empowerment and support.
 - Recruit and retain staff of the highest quality with the ability to act as role models, inspire pupils and develop the reputation of the School.
 - Develop and maintain a culture of high expectations for self and others by deploying and monitoring strategies for developing effective teachers and managing performance, and for support staff to maintain standards of excellence in and outside the classroom.
 - Build a culture of continual professional development by regularly reviewing own practice, setting personal targets and taking responsibility for own development and ensuring that systems are in place to encourage all staff to be similarly active in their personal and continuous professional development.
 - Develop the capacity, through coaching and other appropriate means, of the School's leadership and management, particularly the Senior Leadership Team.
 - Develop an ethos which ensures regular involvement of staff in school developments and encourages collaboration, innovation and individual and team creativity.

- Determine curricula which are informed by current knowledge and best practice, in accordance with the policies of the School, to develop the potential of all pupils and equip them for the demands of the 21st Century.
- Establish creative, responsive, stimulating, inspirational and effective approaches to learning and teaching.
- Monitor, evaluate and review classroom practice; celebrate and promote excellence; challenge under-performance at all levels and ensure appropriate action.
- Seek to enthuse both pupils and staff with the sense of being part of a “learning organisation” by modelling enthusiasm for learning and encouraging the development of life-long learning habits.
- Ensure that all required arrangements are in place to facilitate inspections of the School and ensure that the School’s excellent inspection record is maintained.
- Maintain and monitor an environment that promotes and safeguards the welfare of pupils as the top priority.
- Demonstrate an understanding of the Round Square organisation and its ethos and how it aligns with that of St Mary’s. Remain committed to continuing to develop the School’s links with Round Square and the many benefits it brings to the pupils.
- Uphold St Mary’s status as an Eco School and its commitment to creating a sustainable environment in which to educate future generations.

5. Management of the School’s Finance and Operations

- Create an organisational structure which reflects the School’s aims and values and enables effective and efficient operations.
- Create a safe and secure environment by ensuring effective systems and arrangements are in place for safeguarding children, in accordance with the relevant legislation, inspection and policy frameworks, and ensure that all staff are appropriately trained and supported in order to comply with these and that the health and safety of all members of the school community are safeguarded and prioritised.
- Ensure that all significant financial and management decisions are carried out in consultation with the Governors.
- Working with the Head of Finance & Operations and other members of the Senior Leadership Team and within the School’s strategic plan, ensure appropriate recruitment, deployment and management of all resources (financial, human and physical) across the School to support the overall vision and plans.
- Develop and maintain a strong grasp of financial planning and budget management for the School, and ensure its sound financial performance and secure financial future.
- Undertake strategic asset management to ensure the proper and efficient use, maintenance and enhancement of school buildings, grounds and equipment; seek opportunities for further income generation from their use.





WE CHALLENGE PUPILS

creatively

Person Specification

The Governors of St Mary's are seeking a Principal to lead the school with compassion, vision and drive and will understand, value and develop the school's ethos and core values whilst building on its many achievements to date to continue the school's success into the future. The successful candidate is likely to possess all or most of the following:

Qualifications and Experience

- Good university degree as well as management, leadership and teaching qualifications.
- Proven senior leadership track record within a significant, relevant educational setting, most likely as a Head or Deputy Head.
- Successful teaching experience and experience in curriculum development.
- Experience in or commitment to developing curriculum and programmes that reflect the learning styles, interests and needs of girls, and which empowers girls to thrive.
- Evidence of exceptional, collaborative and inspirational leadership skills and experience of the full range of staff management processes, e.g. recruitment, development, retention and performance management.
- Proven ability to generate and deliver collective vision and shared purpose.
- Proven ability to develop, communicate, implement and monitor strategic plans in support of a school's aims, mission and values.
- Proven ability to forge partnerships and build positive working relationships, negotiate with, and influence partners and other stakeholders.

Knowledge and Skills

- Clear vision for the strategic direction of the school and an ability to articulate the vision to key stakeholders and translate it into meaningful plans and objectives.
- Ability to delegate effectively and devolve responsibility to appropriate staff thus maximising organisational capacity.
- Demonstrable skillset in building and maintaining strong relationships, both internally and externally.
- Ability to demonstrate emotional intelligence, adaptable to different situations.
- Excellent communication (both verbally and written) skills with the confidence to engage a wide range of audiences. In particular, an enjoyment of and ability to communicate with young people and be comfortable with public speaking.
- Excellent decision making and problem-solving capability including evidence of having successfully dealt with a range of challenges.
- Strong business acumen and experience of developing successful business relationships.
- Strong financial and resource planning skills and the demonstrable ability to interpret financial data and manage budgets.
- Good working knowledge of common ICT applications, with a clear understanding of the potential for ICT in enabling more innovative and effective approaches to learning, teaching and school organisation.
- Proven high level of organisational skills and the ability to work with conflicting demands and timescales.

- Ability to articulate the case for all-girls education persuasively to a range of stakeholders, including parents, staff, prospective families, alumnae and the wider community.
- Detailed knowledge of the most recent safeguarding legislation and an understanding of whole school safeguarding policy.
- The ability to recognise and nurture the individual strengths, interests, and potential of neurodivergent pupils.
- The ability to create a safe and supportive environment where all pupils feel confident to express their ideas, opinions, and concerns.
- Thorough and up-to-date knowledge of and ability to manage risk and regulatory issues including inspection, legal compliance, child protection, safer recruitment and health and safety.

Personal Attributes

- Inspirational and enthusiastic leader able to empower and motivate others.
- Ambitious and driven character keen to achieve the long-term aspirations of the school.
- An understanding leader capable of creating an inclusive and collaborative approach to leadership and management, building trust, inspiring confidence and fostering team spirit.
- Proactive, energy, drive, tenacity and the ability to maintain focus, objectivity and sound judgement under complex and sometimes demanding conditions.
- Strategic and forward looking with the ability to design and communicate a clear and compelling vision.
- Front facing and engaging, able to present compellingly in front of pupils, staff, parents and all key stakeholders.
- A strong sense of moral values and their importance in education.
- A strong commitment to the academic, personal and social development of pupils, understanding the needs and concerns of their age group and having a natural empathy with them.
- Open, participative and collegiate by nature, receptive to new ideas and thoughts, with an ability to listen, consult and discuss.
- Excellent judgement, integrity and sense of fairness.
- Able to act as an ambassador and professional advocate for the School, with strong personal credibility and the capacity to build relationships with a wide range of people.
- Ability to remain calm and collected under pressure.
- Resilient, driven and determined with a good sense of humour.
- Demonstrates a deep understanding of the benefits and unique opportunities of single-sex education for girls.
- Strong personal belief in the school's vision to empower girls to thrive at school and beyond.
- A genuine commitment to creating an inclusive learning environment that celebrates and supports neurodiversity.
- A proactive approach to working collaboratively with pupils, families, and colleagues to implement personalised strategies that remove barriers to learning.
- A reflective and open-minded attitude, with a willingness to continually learn and develop inclusive practices.
- A pastoral mindset, showing empathy, patience, and emotional intelligence in building relationships with pupils of all neurotypes.
- A strong commitment to listening to, valuing, and acting upon the voices of pupils as active participants in their own learning and school experience.
- A collaborative attitude, working with colleagues to ensure that pupil voice is heard, respected, and meaningfully integrated into school decision-making.





Employment terms

The formal contract, detailing terms and conditions, will be drawn up on appointment.

A competitive salary will be offered together with an attractive package of benefits to include:

- School fee remission
- Private health insurance
- Pension provision

St Mary's is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All candidates must be willing to undergo child protection screening. Please visit: www.stmaryscolchester.org.uk/vacancies/ to read our Application & Recruitment process explanatory notes. The appointment is subject to the School's Safer Recruitment procedure.

Offers of employment will be subject to the following checks:

- Disclosure and Barring Service (DBS)
- Medical
- Prohibition from teaching
- Right to work
- Satisfactory references
- Suitability to work with children
- Prohibition from management

You must disclose any unspent convictions, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

Application process



St Mary's School has engaged the services of RSAcademics to assist with the recruitment of the next Principal.

Interested candidates are invited to contact RSAcademics in the first instance to arrange a confidential discussion with:

Helen Flower, Search Consultant: helenflower@rsacademics.com

Sarah Evans, Senior Advisor: sarahevans@rsacademics.com

The closing date for applications is Friday 31 October 2025 at 10.00am.

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:

- A completed application form (available to download from www.rsacademics.com)
- A covering letter addressed to Mr Anthony Bell, Chair of Governors. The letter should be a maximum of two pages and should explain your reasons for applying and outline your suitability for the role

If you have an questions about uploading your application documents, please contact Laura Beacon, Project Coordinator at applications@rsacademics.com. Laura can also be reached by calling the RSAcademics Head Office on +44 (0) 1858 383163.

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 our Head Office by telephone.
- Preliminary interviews will take place with RSAcademics via Microsoft Teams on **Wednesday 5 November and Thursday 6 November**.
- Longlist interviews will take place with members of the Governing Body and RSAcademics on **Tuesday 18 and Wednesday 19 November 2025**.
- Shortlist interviews will take place at St Mary's School with members of the Governing Body on **Tuesday 9 and Wednesday 10 December 2025**.

About RSAcademics

Founded in 2002 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. We are known for the calibre and spirit of our people. We exist entirely to serve schools because we believe that the world needs thriving schools. Please visit rsacademics.com for more information.





St Mary's
Colchester

We nurture

THE WHOLE PERSON