

Appointment of Head

Candidate Brief



Halliford
School
SHEPPERTON

Awarded a Significant Strength for Pupil Leadership - ISI November 2025





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Come as you are. Go as all you can be.



Welcome from the Chair of Governors

Thank you for your interest in Halliford School and our position of Head.

May I welcome you to our wonderful school, and I hope that what you will read on the following pages and on our website will encourage you to come and see for yourself what makes Halliford such a magnificent school.

After nine transformational and exceptional years under the current Headmaster James Davies's leadership, we find ourselves in an enviable position. Despite the challenges the independent sector faces currently, Halliford School has a full roll already for this September. In addition, during our latest ISI Inspection in November 2025, we were absolutely thrilled that Halliford School was awarded a significant strength for 'the development of pupils' leadership skills, enabling pupils to articulate their opinions and ideas with confidence, contribute meaningfully to decision-making and play a substantial role in the school and wider community'. The report further noted that 'leaders and governors articulate a clear and ambitious vision that places pupil leadership and opportunities for pupils to share their views with leaders at the centre of school life'.

You would therefore be joining us at a most auspicious time in our history as we strive to build on these magnificent outcomes and to take Halliford School forward to the next exciting stage of our development.

As the Chair of Governors, my fellow Governors and I are working with the students and staff here to create a school where we strive for excellence in all that we do. We are looking for an ambitious and dynamic individual to develop and lead our highly successful HMC Senior Day School. The successful individual will need to be a highly visible leader to all members of the school community and capable of building strong relationships with all parties.

My role, along with my fellow governors and colleagues on the senior management team, is to support and empower our dedicated members of staff, as they strive to provide an education that enables each of our students to become the very best version of themselves that they can possibly be. In appointing our next Head we are seeking to find a person of exceptional talent who will lead and inspire our staff to foster a culture of energy and vitality for learning, where possibilities for our students are endless.

Core to our educational philosophy is recognising that every child is unique and that the key to reaching their true potential lies in an education that is as full as it is diverse. Our approach of striving for academic excellence is perfectly complemented by a dedication to developing a wide variety of interests, helping our young people build their aspirations and instilling in them confidence and resilience for the future.

If you are an educational leader who genuinely believes that every young person deserves to be nurtured and to celebrate their success, whatever form that may take, then we should very much like to hear from you.

With kind regards

A handwritten signature in blue ink that reads "Kenneth Woodward".

Kenneth Woodward
Chair of Governors

About Halliford School

Halliford School teaches boys in Years 7 – Upper Sixth and, since 2007, has taken girls into sixth form. There are currently over 500 students on roll. The current Headmaster is a member of The Society of Heads and HMC and as such benefits from a wide range of professional support. The School has seen dramatic expansion since September 2018 and has an impressive array of facilities. Recent developments have included The Woodward Building, which contains an impressive Learning Resource Centre and six spacious classrooms, The Forum, which is home to our expanded Dining Rooms and provides a space at the heart of the School to come together, a recently refurbished Theatre and new Drama Studio, and our latest project was the development of a brand-new suite of Design and Technology workshops and Design studios.

In addition to investing in the best facilities for our students and staff, we continue to invest in the very latest teaching and learning resources. Students and staff are provided with their own personal devices, offering the very best collaborative tools for working.

We are proud of many excellent results achieved by our students and see some magnificent university destinations for our Upper Sixth students, including Oxbridge. Applications for places to join the School are incredibly strong and this September will see the School roll full once again.

The staff room at Halliford is welcoming and supportive of new colleagues. Our students are full of energy and enthusiasm, and we work in an environment founded on the principle of mutual respect for one another. We are a busy school, and our staff offer a wide range of opportunities to students. We also seek to provide our staff with rich opportunities for personal and professional development and training.

The School was recently inspected and secured a highly coveted significant strength. The full report can be found here : [Inspection Reports | Private School | Halliford School, Shepperton](#)



Values and Ethos

Vision

To be acknowledged as the small independent school of choice for 11-18 year olds, where we are proud to belong to a thriving, happy and aspirational community that is committed to each student as an individual.

Mission Statement

Halliford is a school based on strong family values where we know and respect every student as an individual. We encourage and support Hallifordians to flourish and become the best version of themselves that they can possibly be.

We aim for excellence by being academically ambitious but at the same time academically sensitive.

We inspire Hallifordians within a community that is founded on high-quality teaching and learning, outstanding pastoral care and first-class sporting, cultural and co-curricular opportunities.



Values

Intellectually Curious



Respectful



Warm-Hearted



Team Players



Creative



Resilient



Aims

- To provide a stimulating learning environment for boys 11-18 and girls 16-18 where we promote academic excellence and provide opportunities to realise the full potential of every individual to become the best version of themselves
- To provide a warm-hearted family ethos in which every student is known and valued as an individual
- To enable each individual to discover and develop his / her talents, character, creativity, resilience and ability to work within a team by providing a balanced and wide-ranging co-curricular programme
- To create an environment in which all members of the school community feel supported and valued and able to contribute positively to the lives of others by providing a framework of outstanding pastoral care
- To equip our students for the world they will encounter beyond Halliford School

Academic Achievements

At Halliford School, we want to equip our students with the academic, social and technological skills they will need to succeed in the 21st century. We recognise that our world is being shaped by factors such as science, technology, globalisation and geopolitics. To navigate a successful path, they will need to be able to think critically, be confident with technology, be able to relate to and work with people across the global arena and be willing to harness and develop new ideas. In nurturing these attributes, we believe we are preparing our students as best we can for higher education, work and the world of the future.

We aim to provide our students with a safe environment in which to nurture their academic talents; to foster a love of learning whilst understanding that mastery of a subject or skill takes time and effort, and to develop academic resilience so that they are not deterred by making mistakes but rather see those mistakes as a vital part of their learning process. We aim to develop our students' technological and linguistic skills so that they are technologically confident and able to interact and work with people across the world.

Our academic approach keeps the range of subjects as wide as possible, for as long as possible, enabling students to discover their passions, strengths and talents. Our challenge grade system of reporting provides realistic yet ambitious targets, giving students the confidence to succeed.

Our public-examination results are excellent and demonstrate the strength of the partnerships that exist between our students and their teachers. The vast majority of our students proceed to study at their first-choice university. We are very proud of the many excellent results achieved by our students and see some magnificent university destinations for our Upper Sixth students, including Oxbridge.



A group of five people, including a woman and four young men in school uniforms, are seated around a light-colored wooden table in a meeting. They are looking at each other and talking. There are laptops and tablets on the table. In the background, there is a large window with a view of a coastal landscape and a painting of a landscape.

Pastoral Care

The health and well-being of our students is paramount to everything that we do at Halliford School. This provides a safe, caring foundation on which our students can flourish. We encourage our students to develop emotionally, socially and physically and develop their understanding of themselves. Central to our pastoral care is the partnership that we develop with families. When families join us, we seek to engage in a continual dialogue with parents in order to ensure that the care we provide is collaborative, proactive and personal.

Every student is known, valued and seen as an individual at Halliford School. They receive the attention, respect and support

they deserve from a wide range of fellow students and staff with their tutor and Head of House at the very centre of this process.

Our approach to student well-being and positive mental health is at the very core of our pastoral care system. We have a Director of Student Welfare who leads on these matters and provides staff, students and parents with the ability to take part in Youth Mental Health professional training. In addition we have two Matrons who provide our students and staff with first aid and welfare support in our newly developed well-being suite. We have the professional support of a counsellor and specialist pastoral practitioners along with other visiting professionals who help to

provide our students with any support they need to enable them to thrive.

We were delighted that our work in these areas was recognised with the award of the coveted Silver Status in the prestigious Carnegie Centre of Excellence for Mental Health in School Award this year.

We are also very proud of our outstanding Learning Support provision, where those students with additional needs receive the very best encouragement and support, using the latest teaching methods as we seek to enable all students to achieve their very best.

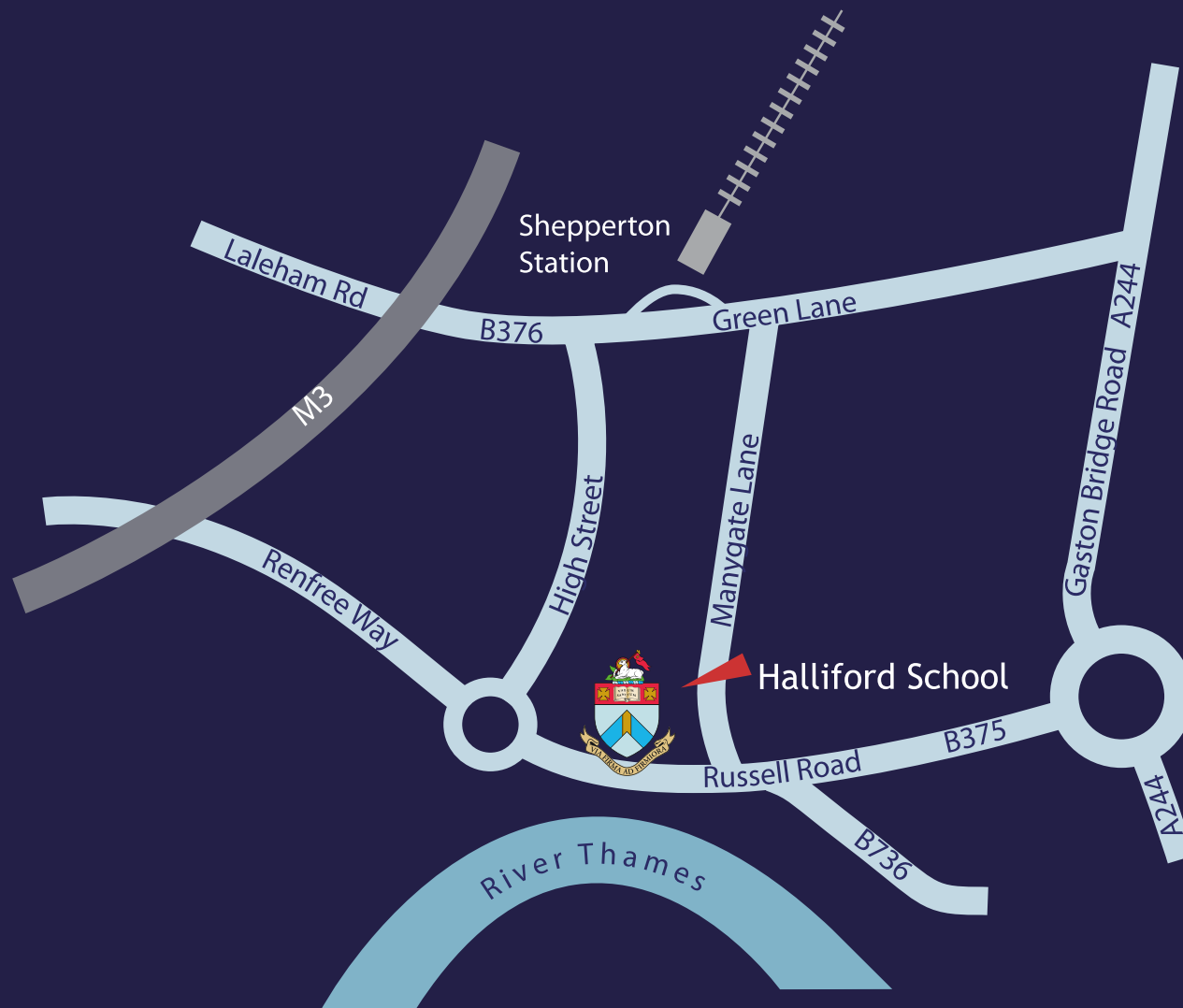
School Life

Co-curricular activities are vital to a student's development – to creating well-rounded individuals with good self-esteem and a hunger for life. We are proud of our extensive co-curricular offering with a vast range of clubs, activities and societies running each week. Often students will make suggestions for new ideas, which are always supported and developed often with the help of older students. Students will often try something for the first time and discover a new passion or undiscovered talent. We are proud to have extremely strong and vibrant Art and Performing Arts departments which offer our students outstanding facilities.

In addition, Halliford has an enviable reputation as a school which punches above its weight in our sporting provision. Sport and physical activity form an integral part of life at the School, with the aim of enabling every student to enjoy sport, develop confidence and understand how to look after their physical well-being. We benefit from incredible facilities and coaches for a significant range of sports with rugby, football, cricket and netball being our major sports. Many students, both past and present, have enjoyed enormous success competing at national and international level.

We also benefit from a highly successful and inclusive Duke of Edinburgh's Award programme with high numbers of students gaining all three levels of the award.





Our Location

Halliford School is situated in Shepperton, in a beautiful setting alongside the banks of the River Thames. The School was founded on our current site in 1921 as an independent grammar school. The School stretches out over six acres behind the tall-storied Georgian House set back from Russell Road.

The School works hard to support local businesses and is proud to source the vast majority of our food and provisions from local businesses. There are many local restaurants, riverside walks, thriving sports clubs and cultural opportunities on offer.

The boroughs of Spelthorne, Kingston, Staines and Richmond upon-Thames offer a vast range of accommodation options. The village is the final stop on a branch line from London Waterloo with services stopping at Vauxhall, Clapham Junction, Wimbledon, Kingston, Teddington, Hampton and Sunbury. The journey time to London is 50 minutes. There is a faster route to London Waterloo from nearby Walton-on-Thames, with fast trains taking 25 minutes.



The Opportunity

Halliford School is seeking to appoint a Head who will truly embody our distinctive family school values and ethos. The Head is accountable to the Governing Body and holds overall responsibility for the strategic direction, operational management, and educational excellence of this successful school.

This is an exceptional leadership opportunity for the right candidate to build upon Halliford's established strengths while driving ambitious growth and development. The new Head will lead with

a visible, hands-on approach, working collaboratively to preserve what makes Halliford so special - our educational philosophy, our commitment to knowing every child as an individual, and our belief that every student can flourish in their own way.

The successful candidate will champion Halliford's distinctive approach where academic excellence sits alongside deeply caring pastoral support and a vibrant co-curricular programme. With our philosophy that success is measured by how far each individual

progresses rather than league table position, the new Head will continue to stretch the most able while ensuring all students receive equally strong support to reach their potential.

The Governors are seeking an inspirational leader with vision, integrity, and an authentic commitment to nurturing Halliford's high-achieving school community where tradition and innovation work hand in hand.

The Role

The Head of Halliford School is responsible for providing strategic leadership, overall management, and a positive school culture, ensuring high standards in education, staff management, and financial oversight to meet the school's vision.

Key Responsibilities

LEADERSHIP & VISION

- Provide strategic leadership that honours Halliford School's distinctive ethos while embracing necessary change and growth
- Develop and communicate a compelling vision that maintains the school's unique character whilst driving ambitious improvement
- Lead by example, demonstrating the values of intellectual curiosity, creativity and resilience whilst being an outstanding team player with a deeply respectful manner that stems from a warm-hearted personality
- Champion innovation in education whilst preserving the school's core strengths and academic success
- Provide leadership and support to the senior team, ensuring that they can work in a way that sees the vision understood and implemented across the whole school community
- Work closely with Governors and the senior team to ensure that Halliford continues to thrive and develop

STRATEGIC DEVELOPMENT

- Drive the school's continued growth in a way that is aligned with the school's values and mission
- Work with the Bursar to ensure facilities development and resource allocation is delivered in a way that supports the needs of our students and staff
- Work with the Governors and Bursar to ensure the school's continued financial sustainability
- Secure the commitment of the school's key stakeholders to the strategic vision and overall direction of the school, including staff, parents, alumni and the wider community
- Monitor and respond to developments in the wider educational and external environment, adapting strategy and operational plans as required to ensure long-term sustainability. This includes engagement at national level.

LEADERSHIP AND MANAGEMENT

- Provide inspiring and visible leadership to all staff, fostering a culture of excellence across all areas of school life and a strong commitment to the school's values
- Lead, develop and maintain a strong, cohesive and effective Senior Management Team, ensuring clarity of roles and responsibilities and consistently high standards of performance
- Take overall responsibility for the delivery of high-quality pastoral care, including safeguarding and student behaviour, working closely with the Designated Safeguarding Lead and other senior staff, and liaising with external agencies as required
- Oversee the development, implementation and review of school policies and procedures, ensuring robust systems of performance management are in place across the whole staff body
- Ensure effective policies and procedures are in place to recruit, develop, reward and retain high-quality teaching, support and specialist staff, enabling the school to deliver its educational aims



EDUCATIONAL LEADERSHIP

- Provide rigorous, visible and accessible leadership to the entire school community, overseeing the continual development of an appropriately challenging curriculum and ensuring continuous improvement
- Ensure that all necessary arrangements are in place to facilitate inspections, providing clear guidance and leadership throughout the inspection process
- Ensure the delivery of outstanding teaching and learning across all year groups, with the mindset that success is defined by individual student progress rather than league table position
- Maintain and enhance the school's excellent academic standards while supporting diverse learning needs and celebrating that students excel in different ways
- Oversee procedures for assessment and regulation, monitoring pupil performance and progression and taking appropriate action to maintain high standards
- Evaluate the quality of teaching and learning across the school, ensuring that clear expectations are set and consistently applied, and that professional standards are established and maintained
- Oversee curriculum development that challenges and inspires all students and continues to be fit for modern life
- Stretch the most able to achieve exceptional outcomes while providing equally strong support for all students to flourish in their own way
- Uphold the highest standards of pastoral care and safeguarding
- Maintain the school's reputation for knowing every child as an individual
- Promote a safe and inclusive environment where every student feels known, respected and supported
- Support, develop and evaluate the broad co-curricular programme that is central to life at Halliford School

COMMUNITY ENGAGEMENT

- Act as the primary ambassador for the school, building strong relationships with current and prospective families
- Take a leading role in the admissions and recruitment process conducting interviews and working closely with the established network of feeder schools
- Maintain highly visible presence throughout the school community - in classrooms, sports fields and at school events, demonstrating approachability as a key attribute
- Engage proactively with the local community and wider educational sector
- Strengthen relationships with alumni and develop networks for student opportunities



The Individual

The Head of Halliford School will be a committed and inspirational leader of the highest calibre. Applications are invited from candidates with the following key skills, experience and attributes.

QUALIFICATIONS AND EXPERIENCE

- A degree, with an additional post-graduate leadership and/or management qualification an advantage
- A proven track record of success in academic management obtained as either Head or Deputy in a senior or all-through school
- Experience working in the independent sector, including at some point experience in a school which has some comparability to Halliford School
- Demonstrable experience of academic success and excellence in teaching
- Experience of building, developing and leading teams
- Experience in managing human, financial and physical resources
- Strong understanding of the examination and wider regulatory systems of England
- Demonstrable experience of leadership and management of staff and developing an open and supportive working environment
- Demonstrable track record of sustainable financial and commercial management within an educational context

LEADERSHIP

- Visible, hands-on Head who leads from the front
- Works in partnership with staff, combining collaboration with clear delegation

- Ambitious vision for school development that respects Halliford's established philosophy and approach
- People person with exceptional interpersonal skills and natural approachability
- An appreciation of the value of an holistic education
- A demonstrable commitment to achieving the highest academic standards at Halliford School
- Strong proven financial and business acumen
- A strong commitment to recruitment, public relations and marketing
- The ability to relate effectively to all sections of the Halliford School community

SKILLS & COMPETENCIES

- Exceptional communication skills, both written and verbal
- Strong financial acumen and strategic planning abilities
- Ability to inspire and motivate staff, students and parents
- Understanding of marketing and school promotion in a competitive environment
- Commitment to continuous professional development
- Proficiency in technology and data analysis for tracking performance and progress



Application Process and How to Apply

Applicants should submit a CV (including comprehensive details of key achievements and responsibilities) along with a covering letter addressed to the Chair of Governors which fully addresses the competencies outlined in the job description and person specification, current salary details, notice period and outlines their interest in Halliford School.

Both should be sent to bursar@hallifordschool.co.uk no later than **Tuesday 5th May 2026 at 08:30am**. The School has appointed JTD Connections Ltd & Education Executive Support Services to provide specialist support.

Longlisted candidates will be contacted directly to complete an Application Form which will include the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

Longlist interviews will take place on Friday 15th May 2026, Monday 18th May 2026 and Tuesday 19th May 2026. The shortlist of candidates will be selected on Thursday 21st May 2026.

Shortlisted candidates will be invited for interview and a selection day on Thursday 4th June.

PERSONAL DATA

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your application documentation will be understood by us as your express consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

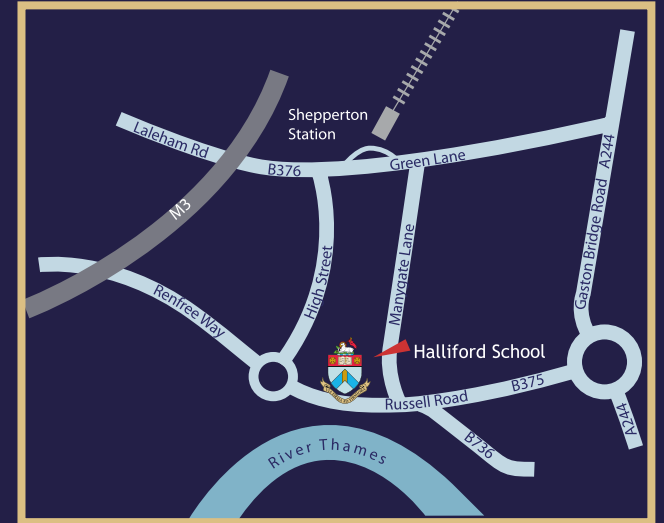
SAFER RECRUITMENT

Halliford School is committed to safeguarding and promoting the welfare of children; applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, and obtaining an enhanced Disclosure and Barring Services certificate. In addition, as part of the shortlisting process we will carry out an online search as part of the school's due diligence. All positions within the school are exempt from the provisions of the Rehabilitation of Offenders Act 1974. All applicants must therefore declare all previous convictions and cautions, including those which would normally be considered "spent" except those received for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.



How to find us

School Coach Routes



Halliford School
SHEPPERTON

Independent Senior Day School
Boys 11-18 Years • Girls 16-18 Years

Russell Road Shepperton TW17 9HX

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www.hallifordschool.co.uk   

