



Introduction

A very warm invitation to join us...

We are seeking to appoint a new Head for Westfield School, following the retirement of Neil Walker after nine successful years in post. The new Head will bring exceptional leadership ability, educational insight and strong personal values, imagination and sensitivity.

Westfield recently joined the RGS Newcastle Group of schools and we are looking for someone to develop its forward thinking and inclusive provision from Early Years through to Sixth Form. They will have the vision, experience and enthusiasm to apply the latest thinking in teaching and learning in order to provide the best possible experience for our students, laying the strong foundations for their future.

The new Head will build on the established high academic achievements, excellent extracurricular provision and the strong sense of a nurturing community to enhance further Westfield's position as an outstanding North East school.

If you are excited by the opportunity to lead a thriving and successful school community, then we would be delighted to hear from you.

Geoffrey Stanford

Executive Head, The RGS Newcastle Group of Schools





About Westfield School

Founded in 1960, Westfield School is a distinctive independent school in the heart of Gosforth, Newcastle upon Tyne. Often described by those who know it as a hidden gem, Westfield combines academic ambition with a deeply personal approach to education, ensuring that every child is known, valued and supported as an individual. The school's small size is one of its greatest strengths, creating a warm, nurturing environment where pupils develop confidence, resilience and a genuine love of learning. Westfield places great emphasis on providing a high standard of education tailored to each child's needs, strengths and aspirations, enabling every pupil to thrive and achieve their full potential.

At the heart of Westfield is a belief that education should never be one-size-fits-all. Through small class sizes, exceptional pastoral care and a curriculum designed around individual readiness and development, pupils benefit from a truly bespoke educational experience. Teachers know their pupils exceptionally well and work closely with them to nurture academic success, personal growth and emotional wellbeing. The result is a school community where children feel secure, develop a strong sense of self-worth and are encouraged to embrace challenge with confidence.

Westfield's culture is both ambitious and caring. It celebrates individuality, recognising that success looks different for every child. Whether in the classroom, on the stage, on the sports field or through wider enrichment opportunities, pupils are encouraged to discover and develop their unique talents. This commitment to educating the whole child ensures that young people leave Westfield not only with strong academic foundations, but also with the character, values and self-belief needed to flourish in an ever-changing world.

As part of the RGS Newcastle Group of Schools, Westfield continues to look confidently to the future while remaining true to its founding purpose: providing an exceptional, personalised education that enables every child to grow, develop and become the very best version of themselves.



Equipped for Life

When Westfield pupils are ready to leave school, they are equipped for a life in which they can make their mark in the world.

We recognise that every pupil has their own, unique, set of skills, strengths and abilities. Our aim is to nurture these while exposing each pupil to the widest array of opportunities so they can discover their passions.

We want our students to know their own mind, be independent of thought, willing to make decisions when they need to, have developed leadership skills and experience but comfortable working within a team and possess the enthusiasm and drive that will inspire others.

Through our involvement in Round Square, and the international nature of Newcastle as a city, we welcome pupils from many different backgrounds and cultures. Accepting each other's differences leads to learning and respect and fits our pupils for work and travel in international contexts in their future.

Westfield was the global pilot school for the Round Square Heroes of Discovery character education programme for Junior pupils as a demonstration of our values, the importance we give to developing the whole person and our willingness to lead from the front, even as a small school. This work is still growing and developing across the school and meshes with our Forest and Beach School programme for all year groups as experiential learning doesn't stop when you reach age 10!

At Westfield, our pupils learn how to think creatively, to recognise each other's strengths and talents and inspire each other to work together to achieve their common goals.

In this, we are continuing the spirit and vision of our founders who sought to empower and equip children to use their talents to make a difference in their world.



Pastoral Care & SEND Excellence

At Westfield School, every child is known, valued and supported to achieve their full potential. Our exceptional pastoral care lies at the heart of school life, creating a warm, nurturing environment where pupils feel safe, confident and able to thrive. Strong relationships between staff, pupils and families, combined with small class sizes, dedicated Form Tutors, regular progress monitoring and an open-door approach, ensure that every child receives personalised guidance and support. Our successful buddy schemes, linking younger and older pupils across the school, foster responsibility, belonging and friendship, helping children feel part of a caring community from their earliest years.

This culture of care is reflected in Westfield's outstanding SEND provision, which is truly transformational. Our approach centres on the individual, not a fixed model. Within our small community, inclusivity is at the heart of everything we do. With around 50% of pupils identified as having SEND, 15% with EHCPs, and 30% presenting as neurodiverse, we celebrate difference as a strength.

Our highly skilled SEND team works flexibly and creatively to meet a diverse range of individual needs.

Many pupils join Westfield having experienced barriers, anxiety or disengagement in previous settings. When they enter our school, they are welcomed into a warm, nurturing community built on a simple but powerful belief that every young person deserves the chance to reach their full potential.

Through personalised support, carefully planned transitions and close partnerships with families, we rebuild confidence, trust and a love of learning. The impact is remarkable: in 2025, all Year 11 SEND pupils met or exceeded their predicted GCSE English grades, while the vast majority did so in Maths. More importantly, pupils rediscover a sense of belonging, independence and belief in their future. At Westfield, SEND provision is not simply about support; it is about transformation.

In recognition of our commitment to exceptional SEND provision, Westfield School has been shortlisted in the **SEND Provision** category of the **Independent School of the Year Awards, 2026**.



Academic life

Junior House

- In the Junior House, we support the academic development of girls and boys from Early Years through to Year 6.
- Each term has a specific curriculum focus for each year group across a wide range of traditional subjects, ensuring progression for our students so that they are best prepared for transition to the Senior House

Senior house

- Initially, all girls have lessons in the traditional academic core subjects, in English Language and Literature, Mathematics, Geography, History, Physics, Chemistry, Biology, French and Spanish, as well as in Music, Art, Drama, Food and Nutrition, Religious Studies, PE and ICT.
- Girls are encouraged to aim for breadth in their choice of subjects at GCSE level: Music, Fine Art, Graphic Design, Textiles, Food and Nutrition, ICT and Business Studies, Chemistry, Biology, Physics or Double Award Science, Geography, History, Drama and Theatre Studies, Philosophy and Ethics and Physical Education are available in addition to a choice of foreign languages, including French, German and Spanish.

Sixth Form

- We are proud to offer our Sixth Form students a wide choice of courses for their post-16 education. In addition to the curriculum, we also provide the opportunity for a number of academic enrichment opportunities.
- Our Sixth Formers achieve excellent results. We have high expectations and smaller classes which means girls have the chance to explore their chosen subjects in real depth under the guidance of passionate subject experts. They are challenged to take intellectual risks in a supportive environment as we foster intellectual curiosity and prepare students for success.
- The Sixth Form acts as a stepping stone between school and university, employment or further training helping guide students as they make important decisions. Our exceptionally dedicated tutors offer bespoke support for post-18 applications and we are focused on providing the best chance possible for students to achieve their ambitions beyond Westfield.

Academic results

Academic success is a key part of our mission, and our results each year demonstrate what students can achieve when they are supported, inspired and encouraged to thrive. Our latest exam results continue this tradition of excellence, with exceptional performances across the curriculum.

Our 2025 results were as follows:

A LEVEL

A* and A grade passes 22%

A* to B grade passes 40%

A* to C grade passes 71%

A* to E grade passes 93%

GCSE

9 to 7 grade passes 28%

9 to 5 grade passes 74%

9 to 4 grade passes 5+ 91%

9 to 4 grade passes (inc Maths and English) 87%

Stretch and challenge

We continue our inclusive approach to education with our Stretch and Challenge programme. We believe all should be challenged, not just the more able. We also believe that education is so much more than just passing exams. We run a programme of events throughout the school to allow pupils to develop or improve on a wide range of “soft skills” which are so important to both their future careers and lives generally.

Extra Curricular Activities

House System

Each pupil in school is a member of one of three Houses which meet regularly under the leadership of Year 6 or Lower Sixth House Captain and Deputy (as appropriate for the section of the school).

There is a healthy and enthusiastic air of competition between the Houses which organise assemblies, raise money for charity and compete on Challenge Days as well as partaking in a wide range of sporting competitions.

Round Square opportunities

Westfield is an elected member of the Round Square, one of over 300 schools around the world who share a commitment, beyond academic excellence, to personal development, responsibility and international understanding through service, challenge and adventure. Many opportunities are offered through this memberships, including participation in global conferences and exchanges to other member schools.

Outdoor Pursuits & Adventure

All the way through from Early Years, our students benefit from a commitment to outdoors education, starting with our on-site forest school provision.

As one of the pillars of Round Square, Adventure is thriving at Westfield, whether in Forest and Beach School or an Adventure Day with the rest of the year group. There are several opportunities offered to the pupils at each stage of their school career. Our Key Stage 2 annual residential enables pupils to take part in Outdoor Pursuits while Induction Days for Year 7 and Year 9 girls have an emphasis on teamwork which allows the girls to really get to know each other. There are opportunities for residential visits to various outdoor centres as well as enjoying overnight camps at school.

Navigation and leaderships skills are developed as the girls move through Senior House with opportunities to enjoy walking and camping in the Northumberland countryside. And girls may choose to do their Bronze Duke of Edinburgh's Award. Pupils also take part in outdoor pursuits and adventurous activities through Round Square conferences and visits. We run a Junior Round Square conference every two years welcoming schools from across the world.

Societies

Everyone is expected to play a full and active part in a busy programme of extra-curricular activities ranging from trampolining, robotics, athletics and creative writing to the UNESCO club, Tycoon 2K and Drama.



Westfield Nursery

Westfield Nursery provides a nurturing, play-based environment for children aged 3–4, where curiosity, confidence and a love of learning are fostered from the earliest years.

As an integral part of the Westfield community, the Nursery offers a seamless transition into Junior House, supported by specialist teaching, excellent facilities and strong pastoral care.

The Nursery sits at the heart of an exciting strategic opportunity to grow pupil numbers, strengthen the school's market position and further enhance its reputation for outstanding early years education. Our aim is to expand our nursery to 60 places and offer 51 weeks for babies from 6 months to 4 years by September 2027 by setting up a wholly owned subsidiary. While the Nursery Manager will report to the DFO, they will work closely with the Westfield Head.





Job Description

(The Job description of this role is subject to regular review)

This role is responsible to Geoffrey Stanford, Executive Head of the RGS Newcastle Group of Schools and works alongside other members of the wider Senior Leadership of the Group.

This role has responsibility for all staff at Westfield leading or participating in academic and extracurricular activities, including educational visits, and directly line manages the Deputy Head (and DSL), the Head of Sixth Form, the Head of Junior House and the SENDCO.

The successful candidate will lead and be responsible for the education of all students at Westfield. They will be responsible for the communication and implementation of policies and procedures. The post brings with it the responsibility for overseeing a number of budgets, some very large.

The successful candidate will have had senior leadership experience either as a Head or Deputy Head elsewhere or in another significant leadership role.

By its nature, and in line with the expectations of senior leadership, the work of the postholder is not confined exclusively to term times.

Strategic Planning, Policies and Procedures

- To work with the Executive Head and Governors to develop and communicate a clear vision and strategy for the School.
- To lead and manage the process of school development planning and to involve the whole school community in the process in order to promote a clear direction and intended outcomes.
- To work with the Executive Head and Governors to review the overall aims and values of the School and to implement and monitor the effectiveness of policies and procedures intended to achieve these.
- To ensure compliance with all statutory and regulatory requirements.

Leading and Managing the Organisation

- To promote the development of a supportive, caring organisation and to maintain and develop the strong sense of community within the School.
- To lead, manage and motivate the SLT and all academic and support staff.
- To recruit high quality staff in accordance with school policies.
- To promote, supervise, monitor and review arrangements for the professional development of staff, including performance management, for their benefit and to support pupil's learning.
- To ensure the maintenance of good order and conduct at all times during the school day and during authorised school activities.

Job Description

(The Job description of this role is subject to regular review)

Leading Learning and Teaching

- To promote a culture of learning, intellectual curiosity and scholarship, which develops the habits necessary for lifelong learning and encourages adaptive, flexible approaches from both pupils and staff.
- To determine, implement and monitor appropriate academic, pastoral, moral and spiritual curricula for the School including appropriate PSHE and RSE provision.
- To foster continuity in learning across the whole school from Nursery to the Sixth Form, ensuring that the curriculum meets the needs of students through to GCSE and A Level.
- To determine, implement, monitor and evaluate the quality of learning and teaching in the School, and to put in place appropriate developments.
- To ensure that the progress of individual pupils is assessed, recorded and properly supported, including those requiring SEND support.
- To encourage the use of ICT to promote teaching and learning.

Resources and Financial Responsibilities

- To work with the Executive Head, Governors and Group Leadership team to plan, manage, allocate and account for the human, financial and material resources of the School.
- To ensure that there are clearly understood procedures for setting and controlling financial budgets.
- To make arrangements to ensure that school property, buildings, grounds and equipment are efficiently, properly, safely and effectively managed and maintained.

Marketing, Admissions and Communications

- To establish, implement and review procedures for the promotion and marketing of the School, encouraging the involvement of the whole staff.
- To recruit and retain a full complement of pupils, seeking to maintain the academic standing and ethos of the School whilst sustaining viable numbers.
- To build on good relationships with parents and to ensure excellent communication between the School and the parent body, both individually and collectively.
- To maintain and further develop good relationships and communication within and beyond the school community in order to promote an understanding of, and support for, the aims of the School and to enhance its reputation.
- To develop and maintain contacts with other Heads and their schools, professional associations and other appropriate bodies, for the benefit of the School.

Person Specification

Educational Attainment

- A good degree and qualified teacher status.
- Evidence of recent and relevant training and development at headship level and/or in preparation for headship.
- Other relevant professional and/or management qualification(s).

Knowledge and Experience

- Strong understanding of the wider educational agenda, including current national policies and educational issues.
- Successful strategic leadership experience likely to have been gained as a Headteacher/Principal or Deputy Headteacher/Vice Principal in a secondary school or other educational organisation.
- Demonstrable experience of securing and raising standards in an inclusive school and working with external agencies locally, nationally and/or internationally.
- Proven track record in leading and managing staff including building a successful team, delegating effectively and implementing and managing change and enabling the successful development of staff.
- Enthusiasm for and understanding of all aspects of inclusive education, recognising the opportunities to develop Westfield within the context of the RGS Group of Schools.
- Experience of reviewing and managing budgets.
- Knowledge and experience in assessing and managing risk.

Skills and Personal Qualities

- Warmth and empathy to engage effectively with students, parents, staff and other stakeholders.
- A dedicated team player, having high expectations and personal integrity with the ability to promote the values, culture and ethos of the school.
- An appreciation of the importance of a holistic education across the full breadth of the academic, pastoral and co-curricular programme.
- A commitment to, and evidence of, promoting diversity and equal opportunities within the school, curriculum and in employment practice.
- Excellent communication skills, both written and oral, with outstanding interpersonal skills to build strong relationships and enable effective dialogue with pupils, parents, staff, alumni and visitors.
- Organised and able to prioritise workload, balancing decisiveness and consultation appropriately with problem solving skills to manage competing priorities and the judgement to manage sensitive and complex situations with clarity and care.
- Reliable and calm under pressure to be able to offer stability and consistency to the school community.
- Self-reliant and motivated, being able to work independently and as part of a team while being adaptable and flexible with working patterns to meet the needs of the school community.
- Commitment to developing the well-being and mental health of pupils and staff.
- A strong understanding of and commitment to the safeguarding requirements of the role.

Living in the North East

Whilst the North East is beloved and popular with so many, we know that not everyone will have had first-hand experience of it, so this is a short introduction to a city and region which we love and believe you will too. Newcastle is a medium-sized city with an historic centre and a vibrant life of its own. There's culture and arts in the form of the award-winning BALTIC Art Gallery and The Glasshouse, alongside several theatres that attract national touring productions. There's music from classical to club and we are home to the Royal Northern Sinfonia. There's also a growing food culture with some fantastic restaurants.

If you like sport then there's certainly no shortage of top-class entertainment: from Premier League football being played at St James' Park and the Stadium of Light to first class cricket at Durham (a mere half hour away), and great rugby at Newcastle Red Bulls, not to mention basketball and even ice hockey, and then there is the annual Great North Run. The North East has also produced some of the country's finest athletes in track and field and there are clubs aplenty to get involved with, most famously in Gateshead.

The coast and the hills are minutes away from the city centre. By car you can be in the middle of nowhere in 45 minutes, the Scottish Borders is only an hour away and the Lake District an hour and a half. The coast is served by the Metro (our version of the Tube), but some of the country's best beaches are up the road in Northumberland, less than 40 minutes by car. There's mountain biking, road cycling, climbing, and endless hill walks in stunning countryside. There are green spaces all over the city too, with plenty of parks for children and dogs alike to run around.

There are three local teaching hospitals, two universities in the city with another three close by. Some pioneering medical work goes on at the RVI, Great North Children's Hospital and the Freeman Hospital. History abounds with more castles than you could count and sites of interest for almost every period of English (and border) history. Add that to a proud, independently minded and very friendly local population and we have most things you could want. There are excellent primary schools in the region and city as well as some good secondary schools too but staff do get a discount at Westfield. There are also a number of good competitor independent schools as well.

Westfield School is situated in the heart of Gosforth, one of Newcastle upon Tyne's most desirable and family-friendly suburbs. The surrounding areas of Gosforth and nearby Jesmond offer a wide range of housing, from stylish apartments and period terraces to spacious semi-detached and detached family homes with generous gardens. Many properties are within walking or cycling distance of the school, making for an easy daily journey. Excellent transport links, including the Tyne and Wear Metro, connect Gosforth to Newcastle city centre, the coast and surrounding towns. Whether you prefer urban living or waking up to a seaside view, commuting is straightforward, while the North East's renowned quality of life, green spaces and coastline make it a fantastic place to live and work.



What we offer

Start date

Negotiable for the right candidate.

Contract Type

This is a permanent post – full time contract.

Working Hours

Normal working hours will be those necessary to carry out the duties of the post.

Salary

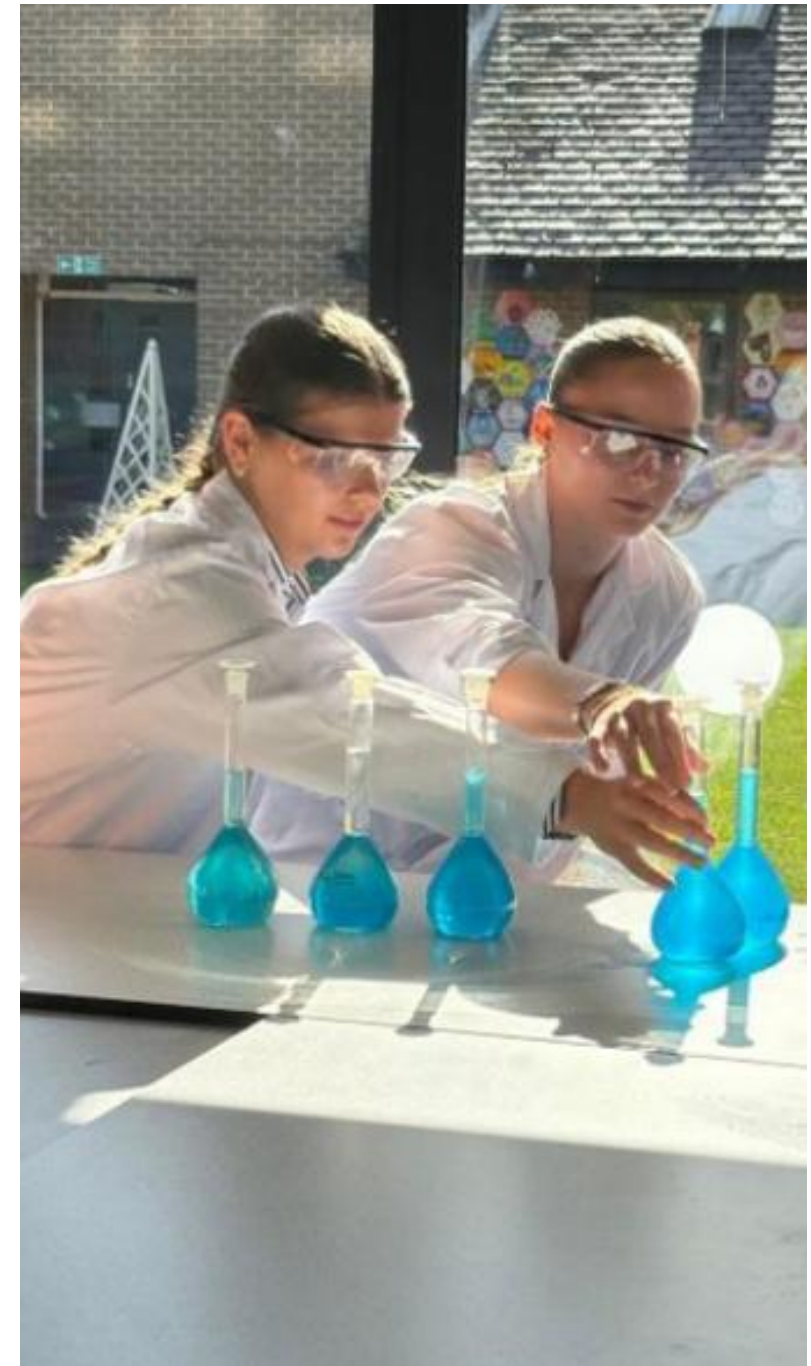
The salary will be commensurate with the seniority of the post.

Pension:

Membership of either TPS or Aviva's defined contribution scheme.

Other benefits include:

- Staff fee remission at Westfield School.
- Subsidised lunch during term time.
- Employee assistance programme including counselling and other benefits.
- Cycle to work scheme.



How to apply

Candidates are advised to read the 'Information for Applicants' with particular care before applying.

Enquiries about this post should be made to Geoffrey Stanford in the first instance
jobs@rgs.newcastle.sch.uk. Potential candidates are welcome to come and visit the school by appointment.

Please visit www.rgs.newcastle.sch.uk/join-us/work-with-us to access our application form and further information for applicants.

To apply for this post, please submit the following to jobs@rgs.newcastle.sch.uk

1. A covering letter
2. A fully completed RGS application form.

Note: You must complete the application form, even if you want to also attach a CV.

The closing date for this vacancy is 9.00am on Monday 21st September 2026

Interviews will be held shortly after the closing date. We will hope to make the appointment as soon as possible following interview, offering the post and gaining acceptance.

Reasonable travel expenses will be considered to attend an interview if candidates live outside the local area. This is normally up to a maximum contribution of £100 on provision of receipts. If your expenses will be significantly higher than £100 and an overnight stay is required, please note all expenses will need to be booked and approved in advance. If you plan to claim expenses, please contact the Head's Assistant in advance of your interview, who will talk you through the policy and advise on eligibility for reimbursement.



Equal Opportunities

We are looking to appoint staff from a wide variety of backgrounds. Not just because it is the right thing to do but because at the RGS Newcastle Group of Schools we recognise that those different experiences provide fresh perspectives, opportunities to challenge existing beliefs and provide opportunities to act as excellent role models for our diverse student body. We are committed to creating an inclusive and diverse school culture and our staff are at the heart of this. We are proud to be an equal opportunities employer, and all qualified applicants will receive consideration for employment regardless of neurodivergence, age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

Whilst all applications are considered on merit, we would particularly welcome applications from black and minority ethnic candidates who are currently under-represented in our staff community.

We encourage all candidates to complete an 'equal opportunities' form with your application. This will be sent directly to the HR team for monitoring purposes.

Safer Recruitment

RGS Newcastle Group of Schools is committed to the safeguarding of children and promoting the welfare of children and young people and expects all staff, volunteers and those working in school to share this commitment. The school applies the Government's Keeping Children Safe in Education Safer Recruitment procedures to all candidates including appropriate pre-interview checks on shortlisted candidates and pre-employment checks pending any offer. More information regarding the checks can be found in our Information for Applicants [here](#), and '[Keeping Children Safe in Education](#)' (September 2025)

Brief for the appointment of **Head of Westfield School**



THE RGS NEWCASTLE GROUP OF SCHOOLS



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