



## Headteacher Vacancy Information Pack



Love - Resilience - Forgiveness - Understanding - Enthusiasm - Respect



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**ELTHAM**  
CHURCH OF ENGLAND  
PRIMARY SCHOOL  
SINCE 1814

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London SE9 1TR

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[www.elthamcoeschool.co.uk](http://www.elthamcoeschool.co.uk)

Dear Applicant,

We are delighted that you are considering applying for the role of Headteacher at Eltham Church of England Primary School.

Eltham is a joyful and nurturing school at the heart of its community. Situated in the centre of Eltham, just a short walk from the station, the school has long been a focal point for local families and parish life. It is a safe place where children are confident, curious and full of life and where they are encouraged to be themselves, take risks in their learning and grow in confidence. Relationships between pupils, staff and families are warm, respectful and trusting and there is a strong sense of belonging throughout the school.

Our Christian vision, rooted in Micah 6:8, to act justly, love mercy and walk humbly with our God, underpins everything we do. It shapes the way we care for one another, the way we approach learning and the way we serve our diverse community. As a Church of England school, we are genuinely inclusive and warmly welcome children and families of all faiths and none. Our values are lived daily, not simply written down.

Eltham is a happy school. Visitors often comment on the calm, positive atmosphere and the confidence of our children. We are proud of our strong outcomes and the quality of education we provide, recognised in recent inspections. We care deeply about the wellbeing of our pupils and staff and about the sense of joy that runs through school life. Many members of our staff team have worked here for a long time, which speaks to the strength of our culture and the care we take of one another.

We are looking for a headteacher who leads by example, communicates clearly and warmly and is supportive of our Christian values. Someone who enjoys working with an experienced and dedicated staff team, who values relationships and presence and who combines ambition with kindness and confidence with humility.

As a governing body, we are committed to strong, supportive and values-led governance. We work in close partnership with the headteacher, the Southwark Diocesan Board of Education and the Royal Borough of Greenwich and we see leadership as service to the whole school community.

This is a very exciting time for our dynamic school. If you are seeking a place where children flourish, staff feel valued and leadership is shared with trust and care, we would be very pleased to receive your application. We are looking forward to the next chapter of Eltham's story and would love to hear how you might help shape that future with us.

With best wishes,

Celia Niven  
Chair of Governors  
Eltham Church of England Primary School

## Letter from Vicar



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Dear Applicant,

Thank you for your interest in the role of Headteacher at Eltham Church of England primary school.

The Church was involved in the founding of the school in 1814 and we continue to have a warm, mutually supportive relationship to this day! As I always say to the children, the Church belongs to the school as much as the school belongs to the Church. As such, the clergy team are involved in weekly collective worship; in leading RE lessons in classes; in governance; and in acts of worship both at school and at Church. The Christian distinctiveness of the school is fundamental to who we are and how we are.

Should you join our staff team, I anticipate working closely with you to develop further the close and meaningful connection between the Church and the school. I would like to be a support to you in your role too.

There is so much to be thankful for here at Eltham Church of England School and we look forward to hearing from you if you feel you could be our next Head teacher. I trust you will find all you need in the application pack; and I assure you of our prayers as you discern this next stage in your teaching life.

God bless,

Rev'd Caroline Risdon





## About Eltham Church of England Primary School

**Eltham Church of England Primary School**, located in the heart of Eltham (SE9), has been serving its community since 1814. As a voluntary aided school with a strong Christian ethos, Eltham is committed to providing excellent education in a nurturing and inclusive environment. Our school is two form entry and welcomes children aged 3 to 11, offering both nursery and primary education. We are proud of our rich history and vibrant present.



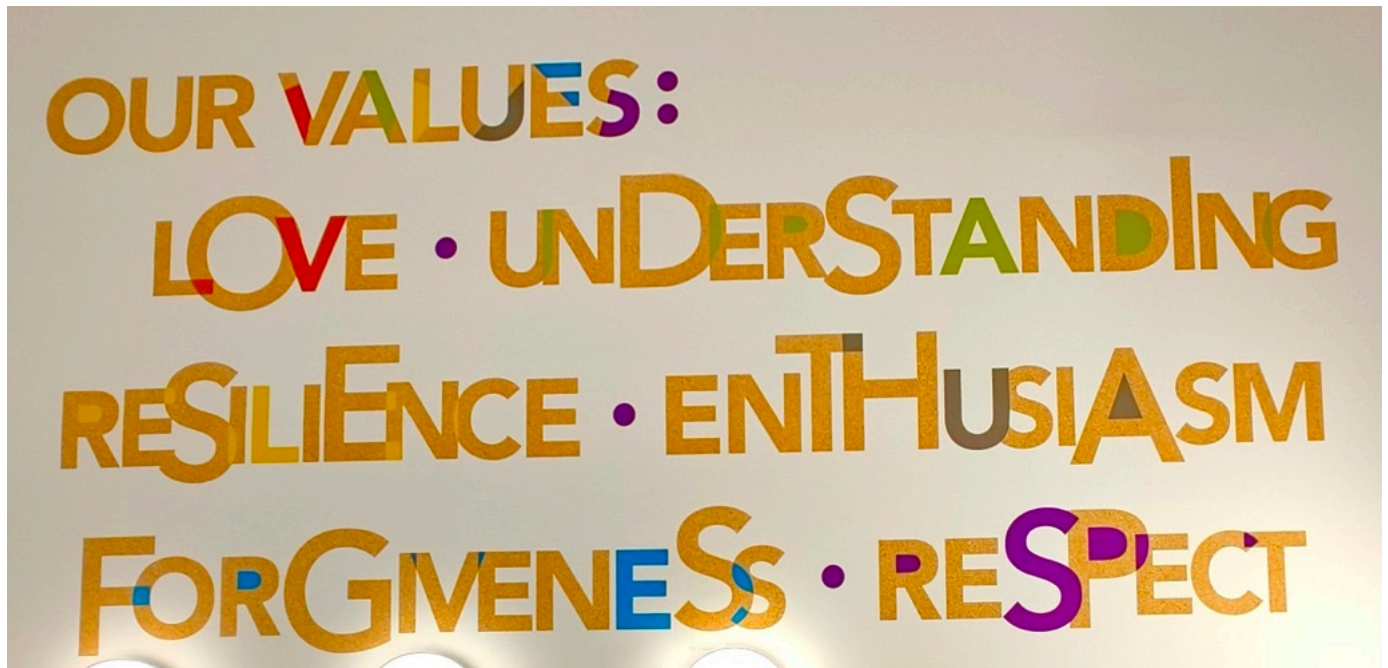


## Our Church

Our school maintains close links with **St John the Baptist Church** and the wider Eltham community. The school's partnership with families, the parish church, and local organisations enriches the educational experience and supports the development of every child. The school celebrates its multicultural community and encourages respect for all faiths and backgrounds.







### Ethos, Vision, and Values

The school's vision is rooted in the biblical call to "Act Justly, Love Mercy, Walk Humbly with Your God" (Micah 6:8). This vision shapes every aspect of school life, encouraging children to develop academically, socially, and spiritually. Eltham's values - Love, Resilience, Forgiveness, Understanding, Enthusiasm, and Respect - are woven into the curriculum and daily interactions, fostering a culture where every child is empowered to achieve their highest potential.

Eltham seeks to serve its community by ensuring excellent education in a Christian setting. The school provides a stimulating learning environment that prepares students to be active, responsible members of society, valuing the rich diversity of cultures they encounter. Collective worship and prayer are central to school life, and the school is committed to meeting the learning, social, and personal needs of all its students through a broad and engaging curriculum.

The school builds Christian values into its ethos and teaching in order to provide an excellent academic, social and spiritual education, preparing children for a responsive and contributive role in society.

We do this by:

- Promoting and modelling Christian values within the school thereby encouraging personal integrity, consideration for others and understanding different viewpoints
- Offering an exciting curriculum, planned appropriately to be accessible to all, which enables all children to develop a positive self-image, achieve well and develop a love of learning
- Celebrating and valuing our school as a multi-cultural community
- Promoting effective problem-solving, communication and thinking skills
- Creating strong links between school, home, our parish church and the local community

## Our Recent Achievements

### Academic Excellence

Outcomes in 2025 demonstrate consistently high attainment across the core curriculum, with particularly strong performance in reading, mathematics and grammar, punctuation and spelling.

At the end of Key Stage 2, 83% of pupils achieved the expected standard or higher in reading, writing and mathematics combined, above the national average of 62%.

Reading outcomes are a significant strength of the school, with 92% of pupils meeting the expected standard (national: 75%) and 56% achieving the higher standard (national: 33%).

Mathematics attainment is also strong, with 93% reaching the expected standard (national: 74%) and 41% achieving the higher standard (national: 26%).

Grammar, punctuation and spelling results are excellent, with 93% of pupils meeting the expected standard (national: 73%) and 56% achieving the higher standard (national: 30%).

Writing outcomes remain secure, with 88% of pupils reaching the expected standard.

### Awards and Community Recognition

- In 2025, the school achieved Eco-Schools Green Flag status. This award recognises the work of the Eco Committee, established in July 2024, which has driven initiatives to make the school more environmentally responsible and to promote reduce, reuse and recycle both in school and at home.
- In June 2025, the school received a Gold Certificate from the London Children's Flower Society following a judging visit to our Edible Playground. The award recognised the quality, care, and overall presentation of the garden, reflecting the collective efforts of pupils, staff, and families.
- In 2018, Eltham Church of England Primary School received the Eltham Society Award for the restoration of its historic building and improvements to facilities, including new classrooms and play areas. The award recognised the school's imaginative design and contribution to the quality and appearance of Eltham's built environment.

### Ofsted Rating

Our last inspection took place in November 2022, and our overall outcome of the inspection was rated as "Good" with "Outstanding" for behaviour and attitudes. The school is recognised for its high standards in academic achievement, personal development, and leadership. Pupils are proud of their school, and relationships among staff, students, and families are exceptionally strong.

The full report can be read at: [Inspection Report: https://files.ofsted.gov.uk/v1/file/50200952](https://files.ofsted.gov.uk/v1/file/50200952)



***“Leaders’ high expectations mean that pupils learn the importance of routines, listening and working hard, right from Nursery. Pupils respond to these expectations. They behave exceptionally well”***





## Our Recent Achievements



### SIAMS

Eltham Church of England Primary School was inspected under the Statutory Inspection of Anglican and Methodist Schools (SIAMS) framework in November 2025 and was judged to be living up fully to its foundation as a Church school, enabling pupils and adults to flourish.

Inspectors recognised a clear and deeply embedded Christian vision, rooted in Micah 6:8, which shapes daily life, relationships and decision making across the school. The vision is described as dynamic and practical, forming the foundation for the school's strong commitment to inclusion, service and compassion. Governors and leaders were praised for ensuring the vision sits at the heart of strategy, curriculum and culture, and for their visible presence and accessibility within the school community.



The curriculum was identified as a significant strength, enabling the Christian vision to be lived out through learning and supporting the academic, social and spiritual development of all pupils, including those with additional needs. Collective worship was highlighted as engaging, inclusive and thoughtfully designed, providing pupils and adults with a strong sense of belonging, peace and purpose.

The inspection noted the school's outward-looking culture and strong focus on justice and responsibility, with pupils demonstrating a deep understanding of inequality and a genuine commitment to acting justly and loving mercy. Relationships across the school were described as warm, respectful and authentic, with a notable generosity in the way adults work together and strong partnerships with the local church and diocese that enhance the wellbeing of pupils, families and staff.



## SOUTHWARK DIOCESAN BOARD OF EDUCATION

BELONG      SERVE      THRIVE

**The Southwark Diocesan Board of Education** is proud to support 99 schools and academies, colleges and universities across our diverse and vibrant Diocese.

Church schools are for everyone. Our vision for education in our schools and academies, colleges and universities reflects the wider Anglican concern for the well-being of everyone entrusted to our care.

The outworking of our Christian faith, identity and ethos is to serve the needs of young people and their families in the community as a whole. This has been the commitment of our Church Schools since their foundation, and will continue to be so, by God's Grace, into a hopeful future.

The SDBE staff team are dedicated to providing excellent training, professional advice, resources, guidance and pastoral support. We aim to ensure that our school leaders, governors and chaplains are equipped to give the 35,000 young people in our care the best possible education and life chances.

SIAMS and OFSTED inspection outcomes place us as one of the highest performing Diocesan Boards of Education nationally, with our diocesan schools' performance consistently above national averages.





## What we love about our school

*"What makes Eltham C of E Primary truly special are our children. Every day, they are at the heart of everything we do. They are curious, enthusiastic, and full of potential, and I'm constantly inspired by their individuality and the joy they bring to learning. Our school is a vibrant, nurturing community where children feel valued, supported, and heard. Beyond the classroom, we are deeply connected to our local community, which shares our commitment to helping every child flourish. From the church to local businesses, the food bank, and even Eltham Fire Station, we value the partnerships that enrich our school life. This sense of belonging extends to our staff team too. Over my 12 years here, I've seen many changes, but what has remained constant is a supportive, collaborative team entirely dedicated to the children. It's this shared purpose and strong community spirit that make Eltham C of E such a wonderful place to work and grow."*



*EYFS Phase Lead and Staff Governor*

We are looking for somebody : smart , kind , caring , and strict but funny at the same time . I love this school because of everyone in it ! For example : everyone is kind to one another , the teachers are always there to help and we have a smart , new building . If you think this is the school for you , we are verry excited to welcome you into our school family !

from — Y6

## Our Location



**The Royal Borough of Greenwich** (RBG) situated in southeast London is an exciting place to live and work. A key theme of the Children and Young People Plan is 'Greenwich, a great place to grow up'. An outstanding area of Greater London, best known for its world-class attractions, royal connections, rich history, ground-breaking architecture, vast parks, riverside location and much more. All Royal Greenwich schools belong to the Greenwich Learning Partnership, which provides a wide range of curriculum and staff development opportunities. Our Church of England schools also work in close partnership with one another.

Around 254,000 people live in the borough, 68% of whom are of working age and 24.1% are of school age. The borough benefits from a diverse multicultural society with over 90 languages spoken. There are currently 53 maintained schools in the RBG. Of which 42 are community schools, consisting of 32 primary (including 1 primary special), 4 maintained nursery schools and 6 secondary (including 2 secondary special). The borough benefits from 18 Voluntary Aided maintained schools, of which 7 are Church of England schools (6 primary and 1 all-through) and 8 are Roman Catholic schools (7 primary and 1 secondary). In addition, there are 37 Academies (22 primary, 12 secondary (including 1 secondary special), 2 all-through special and plus a 16-19 provider), 11 Independent and 4 Free Schools. Outcomes at Key Stage 2 are in the top quintile of local authorities in England and outcomes at GCSE are above national average.

**Eltham Church of England Primary School** is well positioned in the heart of Eltham, just a short seven minute walk from Eltham station. From here, regular mainline services provide direct access to central London, including Cannon Street, Waterloo East, Charing Cross and London Bridge, making the school easily accessible for staff commuting from across London and Kent.

The school sits just off Eltham High Road, with a wide range of local amenities close by and strong bus connections running along the High Road and surrounding routes. These include direct services to Woolwich, providing straightforward access to the Elizabeth line and onward connections across east and west London. The area is also well served by local road links, with the South Circular and A20 within easy reach, supporting travel by car from neighbouring boroughs.

Overall, the school benefits from a combination of strong rail, bus and road connections, while remaining rooted in a well-established local community.



**Publication Date:** Week commencing 19 January 2026

**Closing Date for Applications:** 23 February 2026

## Job Advert Details



**Post Title:** Headteacher  
**School:** Eltham Church of England Primary School  
**Contract Type:** Permanent  
**Contract Hours:** Full-Time, 100% FTE  
**Grade:** L16 to L24 (Leadership Scale, Inner London)  
**Actual Salary:** From £84,841 - dependent on experience  
**Position Start Date:** September 2026

## About the Role

Eltham Church of England Primary School has an exciting opportunity for an ambitious and warm-hearted Headteacher to lead the school from September 2026. As our school enters its next phase, we are seeking a committed and adaptable leader who can build on existing strengths recognised at the most recent Ofsted inspection, while responding confidently to the current inspection framework and the evolving needs of our community. The successful candidate will provide clear professional leadership, nurture a strong and distinctive Christian ethos rooted in our values of Love, Resilience, Forgiveness, Understanding, Enthusiasm and Respect, and sustain a culture where children and adults can thrive. Working closely with the Governing Body, the Headteacher will lead with both care and ambition, maintain a safeguarding-first approach, and continue to develop inclusive practice, including strong SEND provision, to meet a growing and increasingly complex range of needs.

This post is a customer-facing position and falls within the scope of the Code of Practice on English Language Requirement for Public Sector Workers. The school has a statutory duty under Part 7 of the Immigration Act 2016 to ensure that post holders have a command of spoken English sufficient for the effective performance of the job requirements. The appropriate standards are set out in the JD/Person Specification.

Please refer to the Job Description and Person Specification for more information.

## Benefits

We offer:

- Teachers Pension Scheme
- Performance Related Pay
- Paid leave taken during school closure periods and public holidays, in line with STPCD. No fixed number of annual leave days.
- Effective CPD opportunities
- Collaborative working with other schools

- Excellent ICT facilities
- Membership with AGAS
- As part of our schools SLA with the Royal Borough of Greenwich (RBG), there is an Employee Assistance Programme for staff - providing support on a wide range of work and personal issues

## How to Apply

To apply for this vacancy please email [schools.hr@bexley.gov.uk](mailto:schools.hr@bexley.gov.uk) to request an application pack.

Completed application forms should be emailed to [schools.hr@bexley.gov.uk](mailto:schools.hr@bexley.gov.uk) for the attention of Danielle Reed, HR Advisor.

**The closing date for applications is Monday 23 February 2026. Interviews are scheduled for 11 & 12 March 2026.**

We reserve the right to close adverts earlier than the closing date.

Only applicants shortlisted for interview will be contacted. References will be requested for shortlisted applicants prior to interview. Shortlisted applicants will be required to complete and return a Self-Disclosure form prior to interview.

Online Searches will be carried out on shortlisted applicants prior to interview. Any concerns will be discussed with candidates at interview. Further vetting checks including an enhanced DBS, incorporating a check of the Children's Barred List, will be undertaken on provisional offer.

## Equal Opportunities

Eltham Church of England Primary School is committed to equality and diversity in employment practice and service delivery.

### Guaranteed Interview Scheme for Applicants with Disabilities

As part of our commitment to equalities and diversity, we aim to ensure that candidates are not prevented from demonstrating their true abilities during the recruitment and selection exercise. We guarantee an interview to any disabled candidate whose application meets the minimum essential criteria for the post.

We are also committed to make Reasonable Adjustments to our recruitment and selection processes, where appropriate, this is to ensure that no candidate, whether they have a disability or not, is unfairly prevented from demonstrating their abilities and skills.

## About Us

Eltham Church of England Primary School is a welcoming and inclusive Inner London primary school with a long and proud history of serving its local community. Rooted in a strong Christian ethos, the school is shaped by its values of Love, Resilience, Forgiveness, Understanding, Enthusiasm and Respect, which underpin daily life and learning. We are a caring, supportive community where children are known well, encouraged to be curious and confident learners, and supported to flourish academically, socially and spiritually.



## **Safeguarding**

Eltham Church of England Primary School is committed to safeguarding and promoting the welfare of all students and expect all staff and volunteers to share this commitment.

Our selection process is based on good practice in selecting the best candidate for the job; ensuring equality of opportunity for all applicants whilst deterring and rejecting those who may be unsuitable to work with children.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across the school. It is expected that candidates should be aware and understand their duties and responsibilities in relation to child protection and safeguarding children.

For further information about the school, please visit <https://www.elthamcoeschool.co.uk/>.



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## **JOB DESCRIPTION**

The Headteacher will provide professional leadership for the school, setting clear direction and securing high-quality teaching and learning for all pupils.

You will guide Eltham Church of England Primary School into its next stage of development, building thoughtfully on the strengths recognised at the most recent Ofsted inspection and responding confidently to the current inspection framework, while sustaining a strong and distinctive Christian character.

The Headteacher will lead and embody a shared vision shaped by the school's values of Love, Resilience, Forgiveness, Understanding, Enthusiasm and Respect, supporting pupils to flourish academically, socially and spiritually. This role calls for high ambition alongside warmth and care, a strong commitment to safeguarding, and the ability to build positive, trusting relationships with all members of the school and wider community.

## **MAIN ROLES AND RESPONSIBILITIES**

### **Shaping the Future**

- To articulate, model and embed the school's Christian vision and values in all aspects of school life
- To work in partnership with the Governing Body to set and deliver a clear strategic direction for the school, keeping children, learning and wellbeing at the heart of decision-making as the school enters its next stage of development, with safeguarding embedded throughout
- To lead the school forward following its most recent Ofsted and SIAMS inspections, maintaining strengths and responding effectively to areas for development in line with current frameworks
- To be committed to the future of the school's community, able to anticipate and respond to changes in the demographics of the area, existing funding challenges and potential further restrictions, changing education policy and wider socio-economic situation, ensuring that the vision of the school and needs of the community are at the core of strategic planning
- To continue to build on the school's reputation for inclusion and high-quality SEND support, with a strategic focus on strengthening provision and using space effectively to respond to a growing and increasingly complex range of needs
- To improve outcomes for disadvantaged pupils, ensuring the needs of all vulnerable groups are met and exceeded, whether SEND, PPG or boy-girl imbalances
- To develop and maintain the school's premises and outdoor space to meet the needs of the curriculum and enhance pupils' school experience and learning
- To be ambitious for the school and its potential, seeking ways to maximise and build on its core assets to the advantage of pupils, staff and wider community

### **Leadership and Management**

- To support and enhance the Christian distinctiveness of the school through personal example and professional leadership

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- To shape a collaborative and supportive learning culture, in which children and staff feel valued and are understood, encouraged, inspired and equipped to succeed
- To produce and implement clear, evidence-based school development plans and policies for the future of the school
- To ensure sustainable financial and resource management, including long-term financial planning to support the vision of the school, in partnership with the Governing Body
- To lead a robust safeguarding culture, ensuring safer recruitment practices and that all staff understand and fulfil their safeguarding responsibilities
- To train and retain, motivate and inspire staff, through regular feedback, effective appraisal, professional development and supportive performance management
- To be a supportive and encouraging role model for staff, helping them to thrive professionally and maintain a positive work life balance
- To work openly, constructively and effectively with the Governing Body
- To ensure compliance with all relevant statutory, legal and diocesan requirements

### **Teaching, Learning and Standards**

- To ensure the school provides an engaging learning environment and a creative and broad curriculum which reflects the children who learn here and enables all children to achieve their full potential, incorporating rich PSHE / SMSC curricula to help keep children safe and prepare them for life in modern Britain
- To ensure high standards of teaching and learning throughout the school and across the curriculum, including spiritual development as an intrinsic element
- To maintain a consistent focus on pupil achievement, monitoring, tracking and reporting on progress and attainment, including accurate and timely reporting to the Governing Body
- To maintain high aspirations for and expectations of the whole school community, in a supportive environment
- To identify areas for ongoing school development by monitoring and evaluating the performance of the school through self-evaluation and external review
- To maintain a culture in which children are enabled to grow academically, socially and spiritually, recognising that children need more than academic knowledge
- To deliver high standards of teaching, learning and aspiration for pupils with SEND
- To ensure effective planning, allocation, support and evaluation of staff work, ensuring they are motivated and empowered, with clear delegation of tasks
- To make the most of the school's location to provide wide-ranging experiences which inspire a joy of discovery and give children the widest possible chance to excel
- To ensure high standards of behaviour and attendance are maintained

### **Community**

- To lead and sustain community-building initiatives, bringing pupils, parents/carers, staff and parish together in a happy, welcoming, Christian school
- To build on the school's position in Eltham, seeing the school as both a servant of and resource for the people of the local area
- To ensure parents/carers and pupils are well informed about school life, values, progress and the curriculum and are involved in supporting and encouraging children's progress
- To strengthen partnerships with parents and carers, including the constructive handling of challenge and concern through clear communication, established procedures and governance systems

- To support and develop a cohesive and strong staff team, ensuring Eltham Church of England Primary School is a place where people want to work, grow and deliver their best
- To embrace the deep links with the local parish, ensuring faith continues to be at the heart of our school
- To actively engage with other schools and organisations in the interests of enriching the school and its value to the wider community, as well as collaboration with multi-agency partners in the best interests of pupil welfare and safeguarding
- To ensure effective liaison with Southwark Diocesan Board of Education and the Royal Borough of Greenwich

### **Equality and Inclusion**

- To fulfil the school's duties under the Equality Act 2010, including those relating to its religious character
- To promote a culture of equality, diversity, inclusion and belonging across all aspects of school life and ensure a positive environment in which diversity is embraced
- To actively work to ensure that each child reaches their full potential and leaves our school with confidence and hope, with particular respect to children with Special Educational Needs and Disabilities
- Ensuring the unique vulnerabilities of pupils with SEND needs are addressed within the school's safeguarding framework
- To deliver a broad, diverse curriculum which reflects and engages the children who learn here
- To train and equip staff to meet the needs of all children, including those with SEND
- To implement the SEND Code of Practice and the school's SEND plans to ensure that pupils' needs are fully met
- To manage SEND resources to ensure they are targeted, monitored and evaluated for best value
- To foster a Christian vision of culture of equality, diversity, inclusion and belonging across the staff team
- To continuously assess and improve the accessibility of premises and curriculum to all pupils

### **Safeguarding**

- Ensure a culture of safeguarding that is driven from the top with a visible commitment to reducing risks and keeping children safe with no compromise
- Commitment to safer recruitment to ensuring a culture where low-level concerns can be freely reported in order to retain all pieces of the safeguarding jigsaw
- To commit to safeguarding and the welfare of children and young people, have a thorough knowledge of all safeguarding policy and procedures and ensure safeguarding is at the heart of all policy and practice in the school
- To be part of the Designated Safeguarding Lead team and potentially the Senior DSL for the school
- To have the ability to train, mentor and challenge staff on their safeguarding practice to ensure it is of the highest standard
- To ensure staff have all the necessary safeguarding training and are equipped to fulfil their safeguarding roles

### **Ethics and Professional Conduct**

- To demonstrate consistently high standards of principled and professional conduct, to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil



them. Headteachers must uphold and demonstrate the Seven Principles of Conduct in Public Life (Nolan Principles) at all times

- Be familiar with the Headteacher's Standards and uphold them at all times in relation to school culture, teaching, curriculum and assessment, behaviour, additional and special educational needs, professional development, organisational management, school improvement, working in partnership, governance and accountability
- To be responsible for ensuring the school embodies its vision and ethos
- To demonstrate integrity, fairness and professionalism in all aspects of leadership
- To ensure the school's vision and values are lived authentically, balancing ambition with compassion and care

This job description is not exhaustive and roles and responsibilities may be amended following discussion with the Chair of Governors. It should be read in conjunction with the range of duties and responsibilities of Headteachers as set out in the Headteacher's Standards and the Teachers' Pay and Conditions document.



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## PERSON SPECIFICATION

Qualifications and Training	Essential/Desirable
Qualified Teacher Status	E
Clear evidence of commitment to professional development in school leadership	E
NPQH - National Professional Qualification for Headship or equivalent	D
Inspiring School Leader	Essential/Desirable
Proven experience of successful senior leadership in a primary school	E
Demonstrable experience of delivering whole-school strategy in a range of areas	E
Demonstrable experience of building a strong, positive school culture based on respect, encouragement and shared Christian values	E
Demonstrable track record of building school community and an interest in our school as the focus of our local community	E
Proven experience of strong relationships with parents/carers; ability to communicate with and engage the parent/carer body and navigate difficult conversations so that they are fully involved in their children's education and in school life.	E
Proven strong relationships with colleagues and demonstrable expertise in safer recruitment processes, as well as a record of successfully hiring, developing and empowering a strong staff team via various methods including novel approaches to performance management.	E
Experience of managing disciplinary and complaints procedures	D
Ability to instil into staff a passion for keeping children safe into staff and to ensure the culture of safeguarding is a golden thread throughout school life	E

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Senior experience of financial planning and resource management, matching budgetary constraints with the vision of the school and education and safeguarding needs of the children	E
In-depth knowledge of Ofsted framework and process	E
Strong decision-making skills, including making difficult decisions when necessary	E
<b>Outstanding Educator</b>	<b>Essential/Desirable</b>
Proven track record as an outstanding, child-centred classroom practitioner with a deep understanding of and love for teaching and learning; committed to continued professional development	E
The ability to be a role model in the classroom and to develop and encourage others to create a rich and stimulating teaching and learning environment	E
A thorough knowledge of how to build a broad, creative, relevant curriculum which inspires children, including activities and experiences that support learning, enhance children's wider development and teach skills for life.	E
Track record of delivering high standards of teaching, learning and attainment	E
Track record of raising achievement, and of accelerating progress in all children; high aspirations for all pupils and a firm belief that children from disadvantaged backgrounds can and do achieve the highest standards.	E
Demonstrable commitment to inclusion and equality as applied to primary schools; commitment to understanding the needs of each child in the school, including those with SEND	E
Ability to uphold the effective delivery of RE as a core subject and the leadership of spiritual development across the curriculum	E
Commitment to high standards of behaviour and strong understanding of behavioural management techniques which have learning from mistakes/forgiveness at their heart	E

Committed to continuous improvement	Essential/Desirable
Track record of effective, evidence-based monitoring and evaluation of teaching and learning to improve quality and raise pupil achievement, including in children with SEND	E
Experience of school improvement, monitoring and evaluating performance through self-evaluation and external review in order to achieve the highest Ofsted and SIAMS ratings	E
Knowledge of the role of the Governing Body and ability to work positively with them for school improvement	E
Ability to develop strong community/organisational links in the interests of school improvement and to prepare pupils educationally and socially for life.	E
Safeguarding	Essential/Desirable
A deep and up-to-date knowledge of the statutory guidance in 'Keeping Children Safe in Education' (KCSIE) and other relevant safeguarding legislation as well as current best practice and a clear commitment to its implementation throughout all elements of the school	E
Level 3 Safeguarding Training and experience of being a Designated Safeguarding Lead or DSL Team Member	E
The ability to lead by example and create a strong, positive safeguarding culture where all concerns are taken seriously and responded to promptly	E
Experience in managing and overseeing complex safeguarding cases and a clear understanding of the multi-agency working environment.	E
The ability to train, mentor, and challenge staff to ensure their safeguarding practice is of the highest standard.	E



Church School Leader	Essential/Desirable
Ability to lead inspiring and relevant Collective Worship in a way that encourages and equips children spiritually	E
Experience of leadership in a faith school and the SIAMS inspection framework	E
A practising, committed Christian	D
Commitment to the vision, ethos, values and Christian distinctiveness of this school as a church school	E
Ability to work collaboratively with the Parish of St John the Baptist in meeting the spiritual and pastoral needs of children	E
Values	Essential/Desirable
Belief in our vision (Act justly, love mercy, walk humbly with your God) and values (love, resilience, forgiveness, understanding, enthusiasm, respect) along with the ability to explain how this can be taken to new levels as we develop the school for its next phase	E
Compassion, energy and empathy, integrity and honesty, with a positive, encouraging attitude and a commitment to self-development	E
Commitment to the wellbeing of all in the school community, including pupils, families, staff and themselves	E
Commitment to the seven 'Nolan Principles' of conduct in public life	E
A supportive and encouraging role model for staff, helping them to thrive professionally and maintain a positive work life balance	E
Commitment to understanding the local Eltham community and its diverse needs. A proven ability to build strong, collaborative relationships with parents, local businesses, and community organisations.	E
The resilience, flexibility and delegation skills needed to work under pressure, to manage workload and to work collaboratively; ability to know when to ask for help	E

Love - Resilience - Forgiveness - Understanding - Enthusiasm - Respect

## Your Application

To apply for this vacancy please email [schools.hr@bexley.gov.uk](mailto:schools.hr@bexley.gov.uk) to request an application pack.

Completed application forms should be emailed to [schools.hr@bexley.gov.uk](mailto:schools.hr@bexley.gov.uk) for the attention of Danielle Reed, HR Advisor.

**The closing date for applications is Monday 23 February 2026.** Interviews are scheduled for 11 & 12 March 2026. We reserve the right to close adverts earlier than the closing date.

Only applicants shortlisted for interview will be contacted. References will be requested for shortlisted applicants prior to interview. Shortlisted applicants will be required to complete and return a Self-Disclosure form prior to interview.

Online Searches will be carried out on shortlisted applicants prior to interview. Any concerns will be discussed with candidates at interview. Further vetting checks including an enhanced DBS, incorporating a check of the Children's Barred List, will be undertaken on provisional offer.

It is important that you complete all sections of the application form and that you provide full information in each section. You are asked to tabulate your experience and additionally to submit a letter setting out the main points of your application. CVs will not be accepted.

### School Tours

Please contact our school Business Manager, Liz, to arrange this:  
[eclarke@elthamce.greenwich.sch.uk](mailto:eclarke@elthamce.greenwich.sch.uk) 0208 850 1528





## Safer Recruitment & Equal Opportunities

### Safer Recruitment

Eltham Church of England Primary School is committed to safeguarding and promoting the welfare of all students and expect all staff and volunteers to share this commitment.

Our selection process is based on good practice in selecting the best candidate for the job; ensuring equality of opportunity for all applicants whilst deterring and rejecting those who may be unsuitable to work with children.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across the school. It is expected that candidates should be aware and understand their duties and responsibilities in relation to child protection and safeguarding children.

### Equal Opportunities

Eltham Church of England Primary School is committed to equality and diversity in employment practice and service delivery.

### Guaranteed Interview Scheme for Applicants with Disabilities

As part of our commitment to equalities and diversity, we aim to ensure that candidates are not prevented from demonstrating their true abilities during the recruitment and selection exercise. We guarantee an interview to any disabled candidate whose application meets the minimum essential criteria for the post.

We are also committed to make **Reasonable Adjustments** to our recruitment and selection processes, where appropriate, this is to ensure that no candidate, whether they have a disability or not, is unfairly prevented from demonstrating their abilities and skills.



## What will happen if you are shortlisted?

If you are shortlisted for interview, you will be notified of this in writing via email. Emails will be sent to the email address provided on your application form.

### References

References will be taken up prior to the interview process and full employment histories may be verified as part of our vetting procedures in our on-going commitment to Safer Recruitment Practices.

### Self-Disclosure

[The Rehabilitation of Offenders Act \(1974\) \(Exceptions\) Order 1975 \(Amended\) \(England and Wales\) Order 2013](#) recognises the principle that people who have been convicted of an offence should not, as a result, be discriminated against for the rest of their lives and therefore it prohibits discrimination in employment within defined limits. Some posts are exempt from the Act and these include those involving work with children, the elderly, with persons suffering from serious illness, with people with disabilities and for certain professions where the highest integrity is expected including employment in finance, legal, medical and security services.

**The post you are applying for is 'exempt' under the Act.** You are therefore required to provide details of ALL current (unspent) and 'spent' convictions or pending cases, cautions bind-over orders, reprimands and final warnings including dates and sentences. In connection with this, applicants shortlisted for interview will be provided with a self-disclosure form which must be completed and returned prior to interview.

**Information obtained through the self-disclosure process will be used to inform the overall assessment of an individual's suitability for the role.**

Disclosure forms will only be accessed by those who need to see it as part of the recruitment process and will be stored securely and only for as long as necessary. Disclosure forms of unsuccessful candidates will be destroyed.

Please note: applicants do not need to declare any criminal record information that is 'protected' and therefore filtered under [The Rehabilitation of Offenders Act 1974 \(Exceptions\) Order 1975 \(Amendment\) \(England and Wales\) Order 2020](#)). Further guidance on whether a conviction, caution, final warning, or reprimand is eligible to be filtered can be found at: <https://www.gov.uk/government/publications/dbs-filtering-guidance> .

### Online Searches

Online searches will be undertaken on shortlisted applicants to review publicly available information that would either harm the reputation of the school or make an applicant unsuitable to work with children. Information that causes concern will be explored with the applicant at interview.

### Identity and Right to Work

We are required to check that a job applicant is allowed to work in the UK before we employ them. You will therefore be required to provide evidence of your identity and right to work in the UK at interview.



## What will happen if you are offered the post?

### Qualifications

Candidates will be asked to provide evidence of qualifications relevant to the role, and in accordance with the Person Specification at interview.

### What will happen if you are offered the post?

Any offer of employment made will be subject to clearance of appropriate vetting checks in accordance with Keeping Children Safe in Education 2025.

### Disclosure and Barring Service Certificate

You will be asked to complete an application form to obtain a certificate of enhanced disclosure from the Disclosure and Barring Service, unless we have agreed to accept a previous certificate issued and carried out a status check using the DBS Update Service which has confirmed there is no additional information available since the certificate was issued.

### Overseas checks

Individuals who have been a resident overseas for three months or more within the past five years or were resident overseas prior to the past five years and working with children or young people or were born overseas will be asked to apply for an overseas criminal record check and a “Letter of Professional Conduct” from the professional regulating authority in the country (or countries) in which they qualified/worked. The application process for criminal records checks or ‘Letters of Professional Conduct’ varies from country to country. The Home Office provides [guidance on applying for criminal records checks for overseas applicants](#).

We will also check:

- Whether you are barred from working with children in regulated activity, where relevant. It is a criminal offence for someone who appears on the Children’s Barred List to engage, or seek or offer to engage, in the regulated activity from which they are barred;
- Whether you have successfully completed a period of teacher induction;
- Whether you are prohibited from working in the teaching profession;
- Whether you are subject to disciplinary sanctions from the GTCE;
- Your qualified Teacher Learning and Skills (QTLS) status with the Society for Education and Training, if relevant; and
- That you are medically fit to undertake the role.

## What will happen if you are offered the post?

### Childcare Disqualification

We are required to ensure that staff and volunteers are not disqualified under the [Childcare Act 2006](#) and [The Childcare \(Disqualification\) and Childcare \(Early Years Provision Free of Charge\) \(Extended Entitlement\) \(Amendment\) Regulations 2018](#).

The regulations prohibit anyone who is disqualified under the regulations from providing early or later years childcare to children under 8 years; or being directly concerned in the management of such childcare.

A person may be disqualified through:

1. inclusion on the Disclosure and Barring Service (DBS) Children's Barred List;
2. being found to have committed certain violent and sexual criminal offences against children and adults which are referred to in regulation 4 and Schedules 2 and 3 of the 2018 regulations (note that regulation 4 also refers to offences that are listed in other pieces of legislation);
3. certain orders made in relation to the care of children which are referred to in regulation 4 and listed at Schedule 1 of the 2018 regulations;
4. refusal or cancellation of registration relating to childcare or children's homes, or being prohibited from private fostering, as specified in Schedule 1 of the 2018 regulations;
5. being found to have committed an offence overseas, which would constitute an offence regarding disqualification under the 2018 regulations if it had been committed in any part of the United Kingdom.

**The above list is a summary only and the full list of circumstances that disqualify a person are laid out in the [appendices](#) of the [Childcare Act 2006 statutory guidance](#).**

**The post you are applying for has been assessed as falling under the remit of the regulations.** Therefore, we are legally obliged to make you aware that you will have a duty to report any relevant information (even if the information has been previously considered in relation to a DBS check).

Please note: A person will only be required to disclose cautions issued on or after 6th April 2007, or any youth cautions for a relevant offence issued on or after April 2013. **This does not apply to convictions which must be declared irrespective of date.**

### False Information

Please note that providing false information could result in your application being rejected or your dismissal from employment if you are appointed. The matter may also be referred to the police if we consider that you may have committed a criminal offence.