



Headteacher: Mr S C Elphick

Bexley Grammar School
Danson Lane, Welling, Kent, DA16 2BL
A Specialist Language College
and IB World School
Tel: 020 8304 8538

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January 2022

Dear applicant

Thank you for your interest in the post of Deputy Headteacher at Bexley Grammar School, a position I believe to be an exciting opportunity for an outstanding teacher, ready to exercise strategic leadership in creative ways in order to constantly improve student welfare and achievement. The vacancy is for September 2022 and arises due to the retirement of the present post holder after many years of outstanding service.

Accompanying this letter you will find details relevant to the advertised post and an application form. A letter of application of no more than two sides of A4 (minimum 11 pt font) should accompany the application form. Please demonstrate in your letter how you meet the requirements of the person specification with reference to your experience and highlight the particular qualities and skills you would bring to our school. To quote the advertisement: "This is an exciting leadership opportunity for a dedicated and creative candidate to take a key strategic role in a vibrant and thriving grammar school community." The two Deputy Headteachers experience some job rotation over time to enhance professional expertise in all aspects of school leadership to prepare them fully for headship. The range of these current responsibilities is evident from the '[Learning Team Organisational Charts](#)' document.

Summary of the process

Application form available on the school website

Letter of application addressed to the Headteacher

Visits welcome by arrangement: 20th and 24th January 2022

Closing date: Noon on 1st February 2022

Interviews: 9th/10th February 2022

Please read all the accompanying material carefully and explore the school website as suggested in the background information.

I look forward to receiving your application.

Yours sincerely

Stephen Elphick
Headteacher

Accompanying documents:

- Advertisement
- Application Form
- Background Information
- Person Specification
- Learning Team Organisational Charts