



**Guided by God to love, trust,  
hope, serve and inspire the best  
in everyone.**



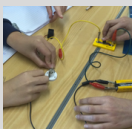
St Dunstan's, Cheam, C of E Primary School is a vibrant, inclusive and innovative learning community underpinned by our Christian values.



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# Guided by God to love, trust, hope, serve and inspire the best in everyone.

St Dunstan's, Cheam, C of E Primary School is a vibrant, inclusive and innovative learning community underpinned by our Christian values.

<b>Love</b>	Compassionate and Respectful Citizens	Pupils from St Dunstan's are kind and value the importance of diversity, acceptance and inclusion. Inspired by the teaching of Jesus, they demonstrate compassion and respect for others and the environment. <i>Love one another as I have loved you John 13:34-35</i>
<b>Trust</b>	Honest and Trustworthy Young People	Pupils at St Dunstan's develop independence and character through a variety of opportunities and experiences. They are open and honest and have the emotional and social literacy to communicate effectively, confidently and with integrity. <i>"When I am afraid, I put my trust in God." Psalm 56:3</i>
<b>Hope</b>	Aspirational and Lifelong Learners	Pupils at St Dunstan's value their learning and aspire to achieve their best selves and inspire the best in others. <i>"Trust in [God] so that you may overflow with hope by the power of the Holy Spirit." Romans 15:13</i>
<b>Serve</b>	Hardworking Stewards of the Future	Pupils at St Dunstan's develop their critical thinking, resilience and leadership skills enabling them to instigate positive change in the world of their future. <i>"This is what the Son of Man has done: He came to serve, not be served." Matthew 20:28</i>

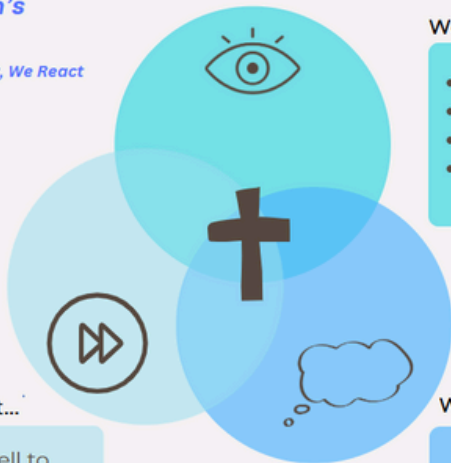
## Spirituality at St Dunstan's KS1

*We Notice, We Reflect, We React*



**We react...**

- Who can we tell to make change happen?
- Is there something safe we can do?



**We notice...**



- What do we notice?
- What does it look like?
- What is happening?
- Who or what is involved?

**We reflect...**



- How do we feel about what we can see and what is happening?
- What do we think should be happening?

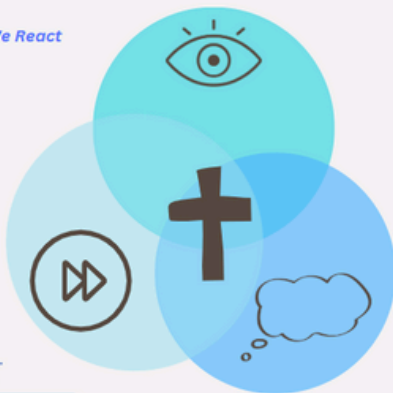
## Spirituality at St Dunstan's KS2

*We Notice, We Reflect, We React*



**We react...**

- Who can we tell to make change happen?
- Is there something safe we can do?
- Who can we involve in our action to bring about change?



**We notice...**



- What do we notice?
- What does it look like?
- What is happening?
- Who or what is involved?
- What is the effect of what we see (on people, on our world)?

**We reflect...**



- How do we feel about what we can see and what is happening?
- What do we think should be happening?
- How can faith help us to understand what we see (e.g. faith stories, 'what would Jesus do'?)?

# LETTER FROM THE HEADTEACHER

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Dear Prospective Applicant,

First of all, I would like to thank you for your interest in our school. At St Dunstan's Cheam C of E Primary School, we are committed to providing a nurturing, inclusive, and engaging learning environment for our students. I was delighted to join the school in September of 2024 and I am so excited to be guiding St Dunstan's Cheam through its next phase of development.

As we continue to strive for excellence, we recognise the importance of strong leadership and vision to guide our school forward. This senior role offers the opportunity to contribute to shaping the future of our school and ensuring that every child receives the best education possible.

We are looking for a dedicated and dynamic professional who shares our values, can support our Christian ethos and is passionate about primary education, staff development, and supporting children's learning in every aspect of their school life.

If you are excited about the opportunity to join our team, I would be delighted to receive your application. Please find further details about the position and the application process attached.

If you have any questions or would like to discuss the role further, please do not hesitate to get in touch and I would encourage you to come and visit our school and meet our wonderful children and staff.

Kind regards,

Amy Mann

## WHO WE ARE LOOKING FOR

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### **Main Purpose**

The deputy headteacher, under the direction of the headteacher, will take a major role in:

- Formulating the aims and objectives of the school
- Establishing policies for achieving these aims and objectives
- Managing staff and resources to that end
- Implementing and leading change at a school-wide level
- Monitoring progress towards the achievement of the school's aims and objectives
- Deputise in the absence of the headteacher, as directed by the governing board
- Fulfil the professional responsibilities of a headteacher, as set out in the School Teachers' Pay and Conditions Document (STPCD) in the absence of the headteacher
- Safeguarding of all pupils

### **Qualities**

The deputy headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils
- Uphold the Christian identity of the school

## **DUTIES AND RESPONSIBILITIES**

### **School culture and behaviour**

Under the direction of the headteacher, the deputy headteacher will:

- Work alongside the senior leadership team (SLT) and other staff members to create a culture where pupils experience a positive and enriching school life
- Uphold educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

### **Teaching, curriculum and assessment**

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum
- Ensure the use of evidence-informed approaches to reading so that all pupils are taught to read

## **Additional and special educational needs (SEN) and disabilities:**

Under the direction of the headteacher, the deputy headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND code of practice.

## **Organisational management and school improvement**

Under the direction of the headteacher, the deputy headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding
- Manage staff with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk
- Allocate financial resources appropriately and effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure these school improvement strategies are effectively implemented



## **Professional development**

Under the direction of the headteacher, the deputy headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Seek training and continuing professional development to meet needs

## **Governance, accountability and working in partnership**

Under the direction of the headteacher, the deputy headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

*Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the deputy headteacher will carry out. The postholder may be required to do other duties appropriate to the level of the role.*

## PERSONAL SPECIFICATION

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Criteria	Qualities
<b>Qualifications and training</b>	<ul style="list-style-type: none"><li>• Qualified Teacher Status</li><li>• Degree</li><li>• NPQSL</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Successful leadership and management experience of a school-wide project</li><li>• Teaching experience of more than one Key Stage</li><li>• In school self-evaluation and development planning</li><li>• Demonstrable experience of successful line management and staff development</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• Data analysis skills, and the ability to use data to set targets and identify weaknesses</li><li>• Understanding of high-quality teaching, and the ability to model this for others and support others to improve</li><li>• Effective communication and interpersonal skills</li><li>• Ability to communicate a vision and inspire others</li><li>• Ability to build effective working relationships</li><li>• Understanding of recent research on pedagogical approaches</li><li>• Understanding of recent research on curriculum development</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li><li>• Ability to work under pressure and prioritise effectively</li><li>• Problem-solving abilities</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position</li><li>• Initiative and pro-active approach to overcoming challenges</li></ul>



Dear prospective applicant,

Thank you for showing an interest in our vacancy for a deputy headteacher and taking the time to read through all the information on the school. Our children are at the heart of all we do at St Dunstan's and we are enormously proud of all our pupils. Our mission is to provide them with the highest quality education and pastoral care under pinned by our strong Christian values. These values mean that we welcome and celebrate everyone, of all faiths or of none.

If you choose to join us here at Saint Dunstan's Cheam C of E Primary School, we can offer you:

- A supportive and nurturing environment
- An exciting opportunity to develop your leadership skills
- Access to training and support from the Southwark Diocese Board of Education
- Wellbeing support in place (such as access to Employee Assist)
- Committed governing body
- Fantastic children who are all keen learners
- Large beautiful grounds set in the heart of Cheam village
- Close to Nonsuch Park
- Excellent public transport links
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We look forward to receiving your application and learning more about how you could contribute to the continued success of our school!

Kind regards,

Martin Swain

(Chair of Governors)