

Chingford Church of England Primary School

Headteacher Application Pack



From the Chair of Governors



Thank you for your interest in Chingford Church of England Primary School. We are delighted that you are considering applying for the position of Headteacher at our exceptional and deeply valued school.

Our school is a successful two-form entry Voluntary Controlled school, affiliated with the Chelmsford Diocese and located in a beautiful part of North Chingford close to Epping Forest. Our school sits across two vibrant sites and benefits from a close partnership with the parish church of St Peter and St Paul. Our Christian vision, rooted in Philippians 2:4 — ***“not only look out for your own interests but take an interest in others, too”*** — is the foundation of all we do. It inspires compassion, excellence, and care across our whole school community.

We are a school that is proud to serve, and be shaped by, its community. Our children are happy, friendly, curious and proud of their school. They benefit from a rich and well-structured curriculum, a strong emphasis on wellbeing, and an inclusive ethos grounded in our Christian values. Our pupils' interests and rights are central to our vision, as shown through our status as a Gold accredited UNICEF Rights Respecting School.

We have recently received an excellent SIAMS inspection result and this year we were delighted to receive a **Good** rating from Ofsted, with **Outstanding** in multiple areas, which is a reflection of our dedicated staff team, the high quality of teaching and learning, and the strength of leadership and governance across the school.

These successes are the result of a shared commitment to nurturing every child's potential and creating an environment where children and staff alike are empowered to flourish.

We are now seeking a Headteacher who will embrace and champion our values, and who will lead the school into its next exciting chapter. The successful candidate will be a visible and compassionate leader, someone who values relationships, encourages innovation, and is committed to educational excellence. We are looking for someone who can maintain our momentum while also providing a fresh perspective, clarity of vision, and a collaborative spirit.

We warmly encourage you to explore our website and watch the short film of our work with Young Minds, which gives a real flavour of our values in action. Better still, come and visit us, meet our children, our staff and our community, and see first-hand what makes Chingford Church of England Primary School such a special place.

We look forward to receiving your application.

Warmest regards,

Graham House
Chair of Governors



Welcome to Our School



Chingford Church of England Primary School is a community rooted in Christian values and committed to nurturing the whole child. Our ethos is built on compassion, inclusivity, service, and a deep sense of mutual care and respect — values that guide everything from classroom teaching to leadership decision-making. We aim not only to help our pupils achieve strong academic outcomes, but also to grow into kind, curious, and socially responsible young people. Our curriculum is broad, ambitious, and carefully designed to engage, challenge and inspire. Spiritual development is a core thread in daily school life, and we actively foster a sense of awe, wonder and connectedness in the world around us.

We are proud to be a Voluntary Controlled school affiliated with the Chelmsford Diocese, and we benefit from a strong and supportive relationship with our local parish church of St Peter and St Paul.

Our school community is diverse in culture and faith, and we welcome and celebrate that diversity while remaining firmly committed to our Christian foundation. We are looking for a Headteacher who will embrace and champion this distinctiveness. You must have a clear understanding of what it means to lead a Church school, a commitment to upholding and developing its Christian character, and the ability to ensure that all members of the community, of all faiths or of none, feel welcomed, included, and inspired.

418
Children

17.9%
SEN Support

4.3%
EHCP Plans

10
P/LAC

4.6%
Absence rate

“*Pupils’ wider personal development and the school’s ‘character curriculum’ are exemplary.*”



<https://reports.ofsted.gov.uk/provider/21/103084>

“*There is a strong team spirit amongst staff. They go above and beyond, with parents, to work together to meet the needs of pupils.*”

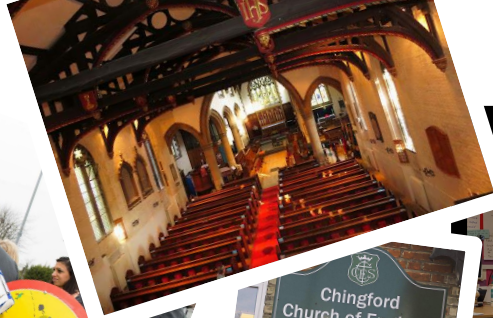


<https://tinyurl.com/949564r4>



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Community Led



<https://www.youtube.com/watch?v=yIzXGtxI3rY>



<https://www.youtube.com/watch?v=oLoJfAv3KJA>



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Our Vision and Ethos



“ not only look out for your own interests but take
an interest in others, too

Philippians 2:4

”

Our core Christian values of *compassion, forgiveness, honesty, humility, tolerance, tenacity* and *service* help us to underpin our vision

Find out more:

<https://www.chingfordcofe.org.uk/>



The Role



The ideal candidate will be prepared to:

- ★ **Lead** and **manage** an inclusive school;
- ★ Sustain the school's vision and strategic direction together with the governing board and Local Authority;
- ★ Embody and actively promote the school's theologically rooted Christian vision and values, ensuring these are **consistently reflected** across the curriculum and all aspects of school life.
- ★ Foster the **Christian ethos** of the school and promote a climate in which **diversity** is recognised and **mutual respect** is valued;
- ★ Ensure the **Christian vision** and core **Christian values** for the school are clearly articulated, shared, understood and **embedded** across all areas of school life, focused on providing a world-class education for the pupils they serve;
- ★ Motivate and work with others to create a **positive climate**, leading by example with **integrity, creativity, resilience** and **clarity**.
- ★ Demonstrate the Christian vision and values of the school in everyday working practice with **optimistic personal behaviour, positive relationships** and attitudes towards pupils, staff, parents, governors and members of the local community;
- ★ Work closely with the parish church and members of the parish team, to maintain and **develop relationships** with the parish of Chingford, the Diocese of Chelmsford and the local community;
- ★ Establish and oversee systems, processes and policies so the school can operate 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;
- ★ Work with all stakeholders to **translate the vision** and values into agreed objectives and operational plans, which will promote and sustain School improvement;
- ★ Monitor progress towards achieving the school's aims and objectives;
- ★ Work in partnership with governors to exercise **strategic, curriculum-led** financial planning to ensure the equitable deployment of budgets and resources, in the best interests of pupils' achievements and the school's sustainability.

Salary

L18-L24 Outer London

£79,630 - £90,694

Contract type

Full-Time and Permanent

Reporting to

The Governing Board

Deadline for applications

15th September, 2025

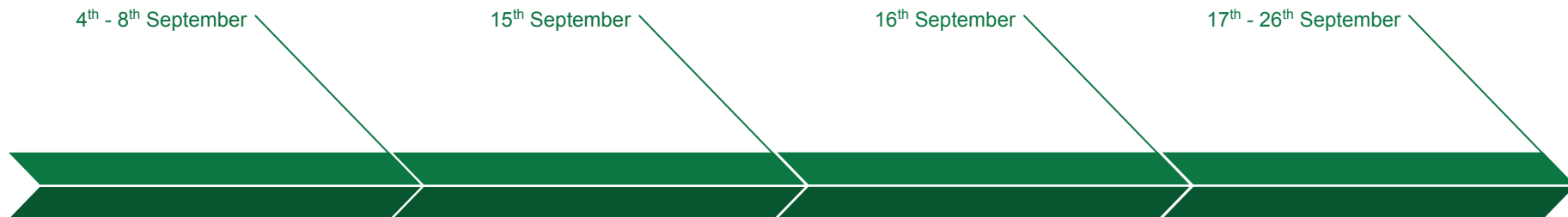
Job starts

1st January, 2026



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Key Dates and Application Process



School tours

To book a **school tour** please contact the School Business Manager:
julie.smith@ccofe.waltham.sch.uk

Deadline for applications

Please send **applications** to:
governance@hrod.co.uk

Shortlisting

Interviews

The successful candidate will be notified before 30th September.



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Duties and Responsibilities



Culture and behaviour

- ★ Create a culture where pupils experience a positive and enriching school life.
- ★ Uphold ambitious 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 positive behaviour policy.
- ★ Lead, monitor and evaluate collective worship.
- ★ Lead, monitor and evaluate SMSC, across all areas of school life.
- ★ Ensure that the school's Christian vision underpins a culture where all pupils and adults are treated with dignity and respect, fostering a community of kindness and high expectations.

Teaching, curriculum and assessment

- ★ 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.
- ★ Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities.
- ★ 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.
- ★ Champion and uphold a curriculum that is shaped by the school's Christian vision, enabling pupils to flourish academically, socially, and spiritually.

Additional needs, SEN, and disabilities

- ★ 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.

Duties and Responsibilities



Managing the school

- ★ Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of a duty of care.
- ★ Manage staff well with due attention to workload.
- ★ Ensure rigorous approaches to identifying, managing and mitigating risk.

Professional development

- ★ Ensure staff have access to appropriate, high standard professional development opportunities.
- ★ Keep up to date with developments in education.
- ★ Ensure training and continuing professional development is effectively planned, delivered and evaluated.
- ★ Make sure professional development opportunities draw on experts both within, and beyond the school.
- ★ Continue an educational culture of 'open classrooms' as a basis for sharing best practice within and between schools.
- ★ Contribute to the ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other.
- ★ Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning.
- ★ Hold all staff to account for their professional conduct and practice.

Governance and accountability

- ★ 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.

Person Specification



Qualifications and training	Qualified teacher status	Essential
	Degree	Essential
	Headship National Professional Qualification	Desirable
Experience	Recent successful leadership experience as a Headteacher, Deputy Headteacher, or Assistant Headteacher.	Desirable
	Successful leadership and management experience in a school	Essential
	Teaching experience	Essential
	Involvement in school self-evaluation and development planning	Desirable
	Demonstrable experience of successful line management and staff development	Essential

Skills and knowledge	Data analysis skills, and the ability to use data to set targets and identify weaknesses	Essential
	Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve	Essential
	Understanding of school finances and financial management	Desirable
	Effective communication and interpersonal skills	Essential
	Ability to communicate a vision and inspire others	Essential
	Ability to build effective working relationships	Essential



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Person Specification



Personal qualities	Commitment to uphold the 7 principles of public life (the Nolan principles) at all times	Essential
	A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school	Essential
	Ability to work under pressure and prioritise effectively	Essential
	Commitment to maintaining confidentiality at all times	Essential
	Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position	Essential
School culture	Visible, accessible, and approachable to all staff, providing proactive well-being support and fostering a positive school environment with a whole-school ethos.	Essential
	Readiness to engage with church community and to articulate the vision of a church school	Desirable

Teaching, curriculum, and assessment	A clear understanding of a broad, balanced, and engaging curriculum and how this can be tailored to the needs of all learners	Essential
	Experience of deploying and managing staff to deliver affective outcomes	Essential
	Uses assessment effectively to monitor progress and inform strategic decisions	Desirable
Governance and accountability	Has knowledge, understanding and experience of using a range of data sources, internal and public to set and achieve ambitious targets	Essential
	Engages the school community in systematic and rigorous self-evaluation, combining this with external evaluations to develop the school	Essential
	Proven ability in action planning which develop, manage and evaluate the impact of actions in a timely fashion, having engaged all stakeholders	Essential



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