



Woodland
Academy Trust

Deputy Headteacher Applicant Information Pack



Lime Wood
Primary School

Ignite the spark, reveal the champion

Welcome from the Chief Executive Officer

Dear Applicant,

Thank you for expressing an interest in this role at the Woodland Academy Trust. Woodland Academy Trust is a small but ambitious Trust that puts the children and community first. We are on an exciting journey to achieve the best possible outcomes and excellence for all.

To support us on our journey, we are welcoming applications from skilled and committed applicants who have vision, drive and ambition and would be keen to hear about your experiences and what skills you can bring to this role. We seek to attract staff who have a growth mindset, strong values and work ethic and care deeply about serving communities.

This is an exciting time to join Woodland Academy Trust as we further strengthen our school improvement offer across the Trust. You will benefit from working with a strong team, receive the very best professional development and have the opportunity to make a real difference to the daily learning experiences of our wonderful children.

We look forward to your application.

Yours faithfully,

Nav Sanghara, Trust Leader (CEO)



Our Trust

Woodland Academy Trust was formed in September 2011 and currently consists of five primary schools, four of which are located in the London Borough of Bexley and one in Kent.

All our schools share the same mission; ignite the spark, reveal the champion. We are an inclusive and ambitious Trust, striving to achieve the best possible outcomes for our children. Our aim is to provide the highest quality learning experiences for every child by creating an ethical culture of empowerment and growth for all. We believe deeply in the importance of nurturing strong partnerships with our local communities and beyond.



AMBITION



COLLABORATION



COMPASSION

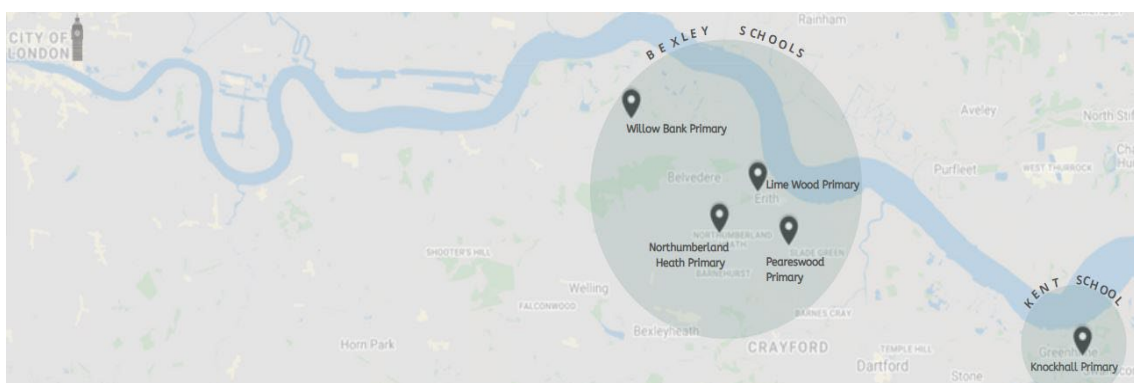


EXCELLENCE



INCLUSIVITY

Discover more about the Woodland Academy Trust by watching our video [here](#).



Welcome from the Headteacher

Thank you for your interest in joining us at Lime Wood Primary.

Our wonderful school opened in September 2023 with a reception cohort and as the community grows, the school is continuing to grow year by year, eventually into a three- form entry school.

I am delighted to be the Headteacher at Lime Wood Primary School. One of my personal values stems from a TED Talk I watched some time ago. The talk was given by an American educator called Rita Pierson. Her main message throughout was that 'Every child needs a Champion'. Ever since then, this has been my personal mantra in all of the schools I have worked in across the Woodland Academy Trust. This also links directly with our Trust's ethos of 'Ignite the spark, reveal the champion'.

If you would like to find out more and join Lime Wood Primary on its exciting journey, then please do not hesitate to get in touch. We would love to hear from you.



Miss C Ingrams- Headteacher

About our school

Lime Wood Primary is a unique circular three-story school in the heart of the Erith community. We value our partnerships and by working with and listening to our community, we will deliver an education to our children that will create life-long learners.

Our school has amazing facilities that include a 3G pitch, MUGA pitch, allotment, a growing Forest School, a dedicated Art /DT space as well as a dedicated Food/Science room together with a library and breakout spaces.

In our commitment to PedTech and a Universal Design for Learning we have a growing collection of digital resources to enhance learning as well as 1:1 iPad devices for all children from Reception.

Our Vision

To deliver a curriculum that is provided by good teachers underpinned by an effective blueprint for excellence in culture, behaviour, attainment and wellbeing - to find the champion in everyone.

Our Values

We have worked with our school community to develop our five core values:



TEAMWORK



CURIOSITY



RESPECT



PRIDE



KINDNESS

Get a glimpse into Lime Wood Primary School by watching our video: [Welcome to Lime Wood Primary](#)

To find out more about Lime Wood Primary School, visit our website and follow us on social media to see what's happening in our school community.

Lime Wood Primary School website



lime_wood_primary



Lime Wood Primary School



Follow us 



Lime Wood Primary School



 www.limewoodprimaryschool.co.uk

Lime Wood Primary School,
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Erith, Kent
DA8 1FJ

 01322 344939

Ignite the spark, reveal the champion

About our vacancy

Job title: Deputy Headteacher

Status: Permanent

Hours: 1267.5 hours

Working weeks per year: 52 weeks per year

Grade: L9-L13 Outer London (£67,177 - £73,708)

Post Start Date: September 2026

Closing Date for Applications: 17th June 2026

Deputy Headteacher

Are you an experienced school leader with the passion and vision to shape a truly inclusive, high-performing primary school? Lime Wood Primary - part of the Woodland Academy Trust – is seeking a talented and committed Deputy Headteacher to drive excellence in curriculum design, inclusion and safeguarding.

Working closely with the Headteacher, you will play a pivotal role in leading the strategic direction of the school, ensuring every pupil, regardless of need, achieves their full potential. You will champion a culture of ambition, collaboration, and compassion, while fostering high-quality teaching, adaptive learning and innovative use of technology across the curriculum.

This is an exceptional opportunity for an outstanding practitioner who combines deep understanding of inclusive practice with strong curriculum leadership and a genuine belief that every child can succeed.

As part of our journey to become an Apple school, we are looking for someone who is excited by digital innovation and can empower staff and pupils to use technology creatively and purposefully to enhance learning.

The successful candidate should:

- Be an experienced senior leader with a proven track record of impact in a primary setting.
- Demonstrate expertise in inclusion and SEND leadership, with strong knowledge of the SEND Code of Practice and graduated approaches.
- Be a Designated Safeguarding Lead (or have significant DSL experience) with a deep understanding of KCSIE and statutory safeguarding duties.
- Show excellence in curriculum design, pedagogy, and assessment, ensuring all learners thrive.
- Be an inspirational communicator who models ambition, empathy, and integrity.
- Have the ability to coach, develop, and empower others, building a reflective and high-performing team.
- Be confident leading digital learning and embracing the opportunities in our journey to become an Apple school.

If you are an innovative and compassionate leader who is ready to make a measurable difference, we would love to hear from you.

We reserve the right to close this vacancy early should a suitable candidate be found; therefore, early application is encouraged.

Applications

Please apply by visiting our school vacancies page at: [Lime Wood Primary Vacancies](#)

Or if you would prefer to complete a word application form, please contact recruitment via email at lwpooffice@watschools.org.uk

Application Deadline: 17th June 2026

Interviews: 23/25/26 June or 1st July

Diversity & Inclusion

We strive to achieve a diverse workforce, fully representative of our diverse society and the ethnic make-up of the pupil population in the UK. People of colour are currently under-represented on our staff teams. We are keen to attract applications from a diverse pool of candidates and determined to be a fully inclusive employer, and a great workplace for people of ethnic minority heritage as well as white heritage.

Our Offer

Woodland Academy Trust seek to appoint colleagues who share in our values and mission to *ignite the spark and reveal the champion*. We recognise that in order to offer the best outcomes for our children, our staff teams need the opportunity to be the very best they can be too. We do this by ensuring we have in place for all staff:

- Continuous professional learning focusing on core areas;
- Working collaboratively with agencies around us and offering formal training opportunities, bespoke and targeted professional development as well as in-house, bespoke training from our many experts and coaching and mentoring;
- Embedding initiatives to support with reducing teacher workload;
- A strong supportive ethos with dedicated line management structures and clear communication channels;
- Well-being assistance and support including a dedicated employee assistance helpline and occupational health;

- Opportunities to take part in exciting initiatives and projects that help shape the way our children will learn in the future;
- Wide range of family friendly policies in place for staff;
- Recognising national terms and conditions for staff;
- Teachers and Local Government pension schemes;
- Cycle to work schemes.

For more information about Woodland Academy Trust please visit: [Woodland Academy Trust](#).

Safeguarding Children and Young People

Woodland Academy Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for all staff and volunteers)
- References

We are committed to ensuring a positive work environment and selecting candidates who align with our values and culture. As part of our thorough recruitment process, in accordance with the DfE Keeping Children Safe in Education, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.

Any information we come across will be handled confidentially and considered in a professional manner. Our aim is to better understand your qualifications and suitability for the role. If you have any concerns or questions about this process, please contact us for more information.

Our Commitment to Innovation in Recruitment

At Woodland Academy Trust, we are proud to be at the forefront of innovation in education- this includes how we recruit. We use AI-powered tools and digital platforms to support and

streamline our recruitment processes. From anonymised shortlisting grids to data-informed candidate scoring, we ensure fairness, transparency, and efficiency at every stage.

As a Trust, we believe in human decision-making enhanced by smart technology. AI supports us in removing unconscious bias, improving turnaround times, and focusing more of our time on getting to know the people behind the applications. For further information, or to opt-out, please view the Privacy Statement on our website.



Ignite the spark, reveal the champion

JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE	Deputy Headteacher
RESPONSIBLE TO	Headteacher
GRADE	L9 – L13
HOURS	Full time
ALL STAFF RESPONSIBILITIES	<ul style="list-style-type: none"> • To live our Trust values, demonstrating ambition, collaboration, compassion, excellence and inclusivity in your everyday work life. • To value professional development and welcome any training opportunities to develop personal skills and knowledge • To agree to follow the school and Trust's policies and procedures.
MAIN PURPOSE OF THE ROLE	To play a key role in the leadership and management of the school, supporting the Headteacher in ensuring high standards of teaching, learning, inclusion, and curriculum design. The Deputy Headteacher will provide strategic leadership for inclusion and curriculum development, ensuring that every pupil — regardless of need — achieves their full potential. They will also champion the purposeful use of technology across the curriculum, supporting our journey as an Apple school and promoting innovative, digital-first approaches to teaching and learning.

MAIN RESPONSIBILITIES

Strategic Leadership and School Improvement

- Work with the Headteacher to set and communicate the vision, ethos, and strategic direction of the school.
- Deputise for the Headteacher when required, ensuring the effective day-to-day management of the school.
- Support the strategic planning, monitoring, and evaluation of priorities within the School Development Plan.
- Contribute to the self-evaluation cycle, including the SEF, data analysis, and reports to governors.
- Foster a collaborative and reflective professional culture focused on continuous improvement.
- Model the Trust values and promote a climate of ambition, equity, and respect across the school.
- Lead by example as a classroom practitioner who consistently demonstrates excellent teaching, assessment, and pupil progress.

Leadership of Inclusion

- Develop and monitor the provision for pupils with SEND, EAL, and additional vulnerabilities, ensuring every learner makes strong progress.

- Ensure the effective implementation of the SEND Code of Practice, including the completion and review of EHC Plans, support plans, and statutory returns.
- Oversee targeted intervention programmes, ensuring impact is measured and reported.
- Manage the Inclusion Team and line manage the SENDCo, developing a culture of accountability, empathy, and professional growth.
- Lead whole-school *attendance* strategy and systems, including analysis, targeted initiatives and reporting to governors.
- Provide strategic leadership of *behaviour* and relationships policy, including graduated responses, staff training and evaluation of impact.
- Oversee *exclusions/suspensions* processes, managed moves and reintegration, ensuring statutory compliance and high-quality restorative practice.
- Oversee the *Designated Teacher* function for looked-after and previously looked-after children, ensuring strong multi-agency working and progress.
- Ensure compliance with *supporting pupils with medical conditions*, including Individual Healthcare Plans and intimate care procedures.
- Provide professional guidance to staff on strategies for differentiation, adaptive teaching, and emotional regulation.
- Oversee budgets related to SEND, inclusion, and Pupil Premium, ensuring efficient and equitable allocation of resources.
- Develop the school's accessibility plan and equality objectives.
- Develop strong partnerships with parents, governors, and external professionals to ensure a joined-up approach to pupil support.

Leadership of Curriculum and Teaching & Learning

- Develop the strategic design, implementation, and evaluation of a broad, balanced, and knowledge-rich curriculum that meets the needs of all learners.
- Ensure subject leadership is robust, consistent, and aligned with the school's vision and statutory frameworks.
- Support teachers in planning and delivering lessons that are adaptive, creative, and grounded in strong pedagogy.
- Lead whole-school assessment and data analysis, ensuring pupil progress information informs teaching, interventions, and improvement planning.
- Coordinate the monitoring and moderation of teaching and learning through learning walks, book looks, and data reviews.
- Support high-quality professional development and coaching for all staff, fostering a culture of reflective practice.
- Lead on curriculum enrichment, including opportunities for extended learning, creativity, and community engagement.
- Champion digital fluency and the effective use of Apple technology to enhance curriculum delivery, raise attainment, and prepare pupils for a digital future.

Safeguarding

- Act as the school's *Designated Safeguarding Lead*, leading strategy discussions, inter-agency work and case oversight, and ensuring compliant, timely referrals and record-keeping.
- Ensure safeguarding and child protection policies are regularly reviewed, clearly understood, and implemented by all staff.

- Ensure the school's approach to online safety, ensuring pupils and staff are protected through education, vigilance, and robust systems.
- Work with the Headteacher, IT provider, and governors to monitor and evaluate the school's filtering and monitoring arrangements, ensuring they are effective, proportionate, and reviewed regularly in line with Keeping Children Safe in Education.
- Deliver safeguarding training, briefings, and updates for all staff, ensuring practice remains current and consistent.
- Manage referrals to children's social care and liaise with external agencies, including the police and health services.
- Provide regular reports to governors and Trust leaders on safeguarding matters and trends.
- Promote a culture of professional curiosity, vigilance, and shared responsibility for pupil safety.

Leadership of People and Resources

- Line manage and performance-manage key staff and providing coaching and support.
- Lead CPD related to inclusion, safeguarding, curriculum, and digital innovation.
- Identify and nurture talent within the staff team, supporting leadership development and succession planning.
- Work strategically with the Headteacher to plan staffing, deployment, and timetables.
- Oversee the effective and efficient use of school resources, ensuring best value and alignment to school priorities.
- Contribute to safer recruitment, induction, and mentoring of staff and trainees.
- Oversee key operational *timetables/rotas* to optimise learning time and staffing efficiency.
- Promote staff wellbeing, inclusion, and a healthy work-life balance.

Community, Ethos and Culture

- Build strong, positive relationships with pupils, staff, parents, and the wider community.
- Promote a culture of respect, aspiration, and personal responsibility across the school.
- Celebrate diversity and ensure equality of opportunity for all members of the school community.
- Represent the school in external forums and partnerships, promoting collaboration and professional reputation.
- Contribute to extra-curricular and enrichment opportunities that reflect the school's ethos and values.
- Promote Lime Wood's identity as a forward-thinking, inclusive, and digitally-confident Apple school.

Person Specification		
	Essential	Desirable
Education, Qualifications and Training	<ul style="list-style-type: none"> • Degree and Qualified Teacher Status • Evidence of sustained professional development; • Designated Safeguarding Lead training 	<ul style="list-style-type: none"> • NPQSL or NPQH; • SENDCo qualification; • Apple Teacher or Apple Coach accreditation • Safer Recruitment
Experience	<ul style="list-style-type: none"> • Successful senior leadership experience in a primary setting • Outstanding classroom practice; • Leadership of inclusion and/or curriculum • Experience as DSL or Deputy DSL with proven interagency work; • Experience of raising attainment through evidence-based improvement; • Leading and managing staff performance • Leading <i>behaviour</i> culture and graduated responses. • 	<ul style="list-style-type: none"> • Experience across EYFS, KS1 and KS2; • Leading digital transformation or Apple Learning projects; • Experience of working with external partners and governors • Leading <i>attendance</i> strategy with measurable impact • Leading a pupil premium strategy.
Knowledge and Skills	<ul style="list-style-type: none"> • Strong knowledge of the SEND Code of Practice and safeguarding frameworks including <i>KCSIE</i> • Understanding of curriculum design, pedagogy and assessment; • Knowledge of <i>exclusions/suspensions</i> and reintegration • Statutory duties for <i>Designated Teacher (LAC/PLAC)</i> and supporting pupils with medical conditions. • Proven ability to analyse and use data effectively; Experience with filtering and monitoring systems and online safety leadership; • Excellent communication, interpersonal and organisational skills; • Ability to motivate and inspire others; • Commitment to inclusive and equitable education 	<ul style="list-style-type: none"> • Knowledge of Rosenshine's Principles • Experience of leading CPD and coaching; • Understanding of UDL and adaptive technology for inclusion
Essential Qualities	<ul style="list-style-type: none"> • An effective communicator • Is authentic • Builds relationships • Empowers others • Is self-aware and reflective • Demonstrates our values every day by demonstrating ambition, collaboration, compassion, excellence and inclusivity 	<ul style="list-style-type: none"> • Creative and innovative; Enthusiastic about digital learning and the Apple ecosystem; • Keen to contribute to wider Trust development

