



*ST. MARY'S
ISLAND*

**St Mary's Island CEVA Primary School with Nursery
Deputy Headteacher Recruitment Pack**



Welcome from the Chair of Governors

Dear Applicant,

Thank you for your interest in becoming Deputy Headteacher of St Mary's Island CEVA Primary School with Nursery, a thriving, friendly, and caring school, where children are encouraged to flourish. The school was founded at the beginning of the 21st Century and celebrated its 25th anniversary in 2025.

It is unique in that the school and St Mary's Island Church were formed at the same time, both housed in the building with shared use. The church community is an active participant in school life with Foundation Governors serving on the board. The school has grown as the local community has grown during the new build development on the island but also draws its pupils from the wider Medway community because of its good reputation and inclusive approach. The school has increased in size and now has 674 pupils on roll, across the three-form entry school and nursery.

The school is proud of its academic achievements and its commitment to providing a broad and balanced curriculum. The school benefits from strong community links and a supportive parent body. The island's beautiful location beside the River Medway offers excellent opportunities for outdoor learning and enrichment. Our goal is to consolidate these strengths and improve further, ensuring consistently excellent outcomes and experiences for every child.

Inclusion is at the heart of everything we do. We welcome and respect children and families of all faiths and none, ensuring every child feels valued, supported, and able to flourish. We believe in the transformative power of education. Guided by our vision and values, we work in courageous fellowship to pursue our core aims of equity, well-being, and excellence, relentlessly striving to provide the very best opportunities for every learner and every member of staff. We are a community that is committed to professional growth, collaboration, and innovation.

This is more than a leadership role - it's an opportunity to make a lasting impact alongside our newly-appointed Headteacher and contribute to the newest chapter for St Mary's Island CEVA Primary School while preserving its Christian distinctiveness. If you are an experienced Deputy Headteacher or Senior Leader ready for a new challenge and if you are inspired by joining our team at this wonderful school, we would be delighted to hear from you. Please contact Mrs Lisa Croombs to arrange a visit to the school. We look forward to receiving your application and learning more about how your leadership could shape the next chapter for our church school.

Matt Keeler

Chair of Governors



About St Mary's Island CEVA Primary with Nursery

Our Vision

St Mary's Island CEVA Primary is shaped by a shared vision that brings together staff, pupils, families, and governors as one community. We are anchored at the heart of the community; a vibrant Church of England Primary School aspiring for excellence in all areas. Safe in the knowledge that we are anchored in God, our strong Christian ethos guides us to serve and support all who come to our school to flourish and live life in all its fullness. Our bible verse, "We have this hope as an anchor for the soul, firm and secure" *Hebrews 6:19*, underpins our vision.

Our Ethos

We are proud of our strong Christian vision, sense of community and diversity. We work with the Diocese of Rochester, Medway Local Authority and other organisations so that pupils of the school may benefit.

In aspiring for excellence, we hold high expectations for all, and 'only the best will do' for our children. Every child is valued and we develop positive attitudes to learning in all children. We work in close partnership with parents, acknowledging their role as the co-educators of their children.

Anchored in our values, we expect all children to behave well in and around school, understanding the school's expectations of good manners, honesty, care, self-discipline and resilience. Praise is central to our teaching and good behaviour is expected. The children acquire a deep understanding of other people's feelings, values and beliefs, providing them with a moral compass to steer them on their life's journey. We are committed to meet the pastoral and academic needs of all individuals within our school community so that all flourish and 'no one is left behind'.

The Governors and Headteacher ensure that the resources and staffing levels meet the diverse needs of all children, both within and beyond the requirements of the National Curriculum.

Our Christian vision shapes our imaginatively designed curriculum, offered to all pupils and delivered by highly qualified, dedicated staff. Through varied and exciting teaching and a variety of experiences, children flourish as they grow in confidence as learners. Great regard is given to the individuality and uniqueness of each child. Hope permeates throughout to ensure great outcomes for all.

Our Values

At our school, we are proud to promote the British values of **Democracy**, the **Rule of Law**, **Individuality**, **Mutual Respect** and **Tolerance** of those with different faiths and beliefs.

Our vision is explored through our school values of **Service**, **Trust**, **Respect**, **Compassion**, **Forgiveness**, **Hope** and **Thankfulness**, which are threaded at every opportunity in our curriculum and in all aspects of school life.

School Life

The day starts for some children in our breakfast club, where children enjoy activities and a healthy snack before starting their day. The after-school club provides care at the end of the day.

Our grounds offer open spaces for children to explore and enjoy active play, with a playground, grassed play areas, an adventure playground and a playing field. Our forest school provision extends across all year groups.

A freshly cooked healthy lunch is prepared on-site every day.

Curricular enrichment is a vibrant part of school life. Children may find themselves stepping back in time during a Greek Day, exploring the Island and its history, discovering more about World War 2 by visiting Chatham Dockyard, or learning more about faith and world religions through local visits. Our KS2 pupils enjoy a residential trip to the Isle of Wight.

Key School Information

Type of School	Church of England Voluntary Aided Primary with Nursery
Age Range	3 - 11
Location	St Mary's Island, Chatham Maritime, Medway, Kent
Number of children on roll	674 (3 form entry)
Average class size	30
Number of teachers	30
Support, teaching, or class assistants	36
Attendance (Sept 2025 – March 2026)	95.1%
Percentage of children with SEND	20.1%
Percentage of children with EAL	34.8%
Percentage of children in receipt of pupil premium	10.5%
Latest Ofsted Report	https://reports.ofsted.gov.uk/provider/21/132056
Latest SIAMS Report	https://www.st-marys-island-cofe-primary-school.co.uk/docs/General/SIAMS report St Marys Island 132056 181024 - Final report.pdf

2025 Outcomes

	School	National
EYFS Good Level of Development	63%	65%
Year 1 Phonics Screening	81%	80%
KS2 Expected Standard RWM	71% (10%)	62% (8%)
KS2 Reading (Year 6)	79% (37%)	75% (33%)
KS2 Writing (Year 6)	77% (13%)	72% (12%)
KS2 Mathematics (Year 6)	83% (40%)	74% (26%)
KS2 Grammar, Spelling, Punctuation	78% (33%)	73% (30%)
Average Score Reading	106.8	106
Average Score Mathematics	107.2	105

The Deputy Headteacher Role

The Deputy Headteacher is a key member of the school's leadership team, working closely with the Headteacher to support all aspects of school life and ensure the highest standards of care, safeguarding, teaching, and learning throughout the school. They contribute to both the strategic development and day-to-day leadership of the school, helping to shape a warm, nurturing, and ambitious environment in which every child is supported to thrive both emotionally and academically.

The role requires a collaborative and forward-thinking individual who leads by example, inspires and motivates staff, and fosters strong relationships with children, families, and colleagues. Working alongside the Headteacher and wider leadership team, the Deputy Headteacher will uphold and promote the school's ethos, championing excellence through reflective, evidence-informed practice and a strong commitment to continuous improvement. The Deputy Headteacher will not have responsibility for a designated class but will be expected to teach when needed, supporting pupils, colleagues and the wider life of the school.

The Deputy Headteacher will also act as one of the Designated Safeguarding Leads (DSLs), taking shared responsibility for safeguarding, child welfare, and pastoral care across the school. The successful candidate will demonstrate a deep commitment to the wellbeing and development of every child, while ensuring that the school maintains the highest professional standards at all times.

This role would suit an experienced Deputy Headteacher seeking the opportunity to further develop their leadership experience, or a well-established senior leader ready to take the next step and make a meaningful contribution within a warm, ambitious, and highly regarded school.

You will have the knowledge, experience and resilience to drive improvement throughout the school as part of the team, with the interpersonal skills to motivate others and lead. You will be committed to providing a rich and engaging curriculum and promoting an inclusive 'can do' culture where all can flourish.

We are a three-form entry primary school with a nursery. A distinctive feature of St Mary's Island School is that it shares the premises with our local St Mary's Island Church, who are actively engaged with the school and delivery of its Christian ethos, visions and values.



Job Description

Core Purpose

- To support the Headteacher in the strategic leadership and management of the school
- To deputise for the Headteacher in their absence
- To take a lead role in monitoring and evaluating the quality of teaching and learning across the school

Key Responsibilities

- Support, and contribute to the school's commitment to equity of opportunity for all pupils and staff
- With the Headteacher, be responsible for the compilation, review and development of school documentation, including policies
- Operate at all times within the stated policies and procedures of the school
- Establish effective working relationships and set a strong example through their personal and professional conduct

- Demonstrate commitment to the involvement of parents in their children's learning
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Liaise effectively with parents and the Local Governing Board (LGB) as necessary
- Support the school's extra-curricular activities
- Carry out any other duties as reasonably required by the Headteacher

Strategic Leadership

- Contribute to the development, implementation, and evaluation of the School Development Plan (SDP)
- Lead on specific whole-school initiatives (e.g., curriculum design, assessment)
- Foster a culture of high expectations and professional standards amongst staff and pupils
- Lead the development/maintenance of a creative, inclusive, and rigorous curriculum
- Present reports and data to stakeholders including the Governing Board as required

Teaching and Learning and Assessment

- Manage school-wide data systems to track pupil progress and coordinate interventions
- Oversee the performance development of designated staff members, providing coaching and mentorship

Inclusion and Safeguarding

- Act as a Designated Safeguarding Lead (DSL) or Deputy DSL, ensuring all staff follow statutory guidance and that our school has robust safeguarding procedures in place
- Lead on behaviour management strategies, ensuring a positive and safe learning environment
- Maintain strong and positive relationships with parents, carers, and external agencies

Operational Management

- Manage the daily routines of the school such as assemblies, staff rotas, class timetables and cover arrangements
- Support with the recruitment and induction of new staff
- Offer supportive line management of colleagues

Culture, Ethos & Community

- Embrace the opportunity to inspire, develop and lead the wider-school team into the future, living out our Christian values and vision
- Build on the strong and positive relationship that the school has with all stakeholders, including our local Church communities
- Take positive action with children, families and local residents and groups to ensure the school is at the heart of the local community

Person Specification:

	Essential	Desirable
Qualifications and Training		
Qualified Teacher Status (QTS)	✓	
Degree-level qualification	✓	
Evidence of further professional qualifications such as an NPQSL		✓
Knowledge and Understanding		
Substantial primary teaching experience	✓	
Experience of whole-school curriculum management leading to school improvement	✓	
Excellent classroom practitioner	✓	
Strong understanding of evidence-informed teaching & learning strategies and their impact on raising standards of attainment and achievement	✓	
Highly successful experience of leading and managing whole school developments in a number of areas regarding teaching & learning to raise standards	✓	
Ability to analyse and interpret pupil performance data to inform school improvement	✓	
Strong commitment to inclusion with high expectations for all learners	✓	
Understanding of inclusive practice and effective adaptive teaching approaches	✓	
Know what makes an engaging and stimulating learning environment	✓	
Leadership and Management		
Senior leadership and line management experience	✓	
Experience of planning for change, development and improvement	✓	
Ability to set high and clear expectations, to hold others accountable for performance and the contributions they make to the school community	✓	

Ability to set & meet challenging targets, for pupils and the school, and to enable others to do this	✓	
Ability to analyse, prioritise and meet deadlines	✓	
Experience of whole school self-review and evaluation	✓	
Ability to demonstrate leadership qualities and people management skills	✓	
Experience of supporting, coaching and developing colleagues to improve practice	✓	
Commitment to safeguarding and promoting the welfare of children and experience of safeguarding procedures	✓	
Experience as a Designated Safeguarding Leader		✓
Ability to contribute positively to the spiritual development of pupils	✓	
Show a commitment to good attendance and excellent punctuality for all	✓	
Personal Skills and Attributes		
Ability to collaborate effectively and develop strong relationships with all stakeholders	✓	
Lead by example with integrity, professionalism and warmth, fostering trust and respect	✓	
Excellent communicator and active listener, able to articulate ideas and expectations clearly whilst valuing the contribution of others	✓	
Lead with ambition for every child, ensuring all are supported to flourish	✓	
Creative, innovative and forward-thinking		
Treat pupils and staff fairly, equitably and with dignity and respect to create and maintain a positive school culture	✓	
Commitment to evidence-informed practice and continuous professional development	✓	
Ability to work under pressure, maintain confidentiality and prioritise effectively	✓	
Able to live and promote the school's values	✓	

How to Apply

Safeguarding

St Mary's Island CEVA Primary School is committed to safeguarding and the welfare of children and young people and expect all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure and Disbarring Service (DBS) check.

Reference checks will be performed prior to interview.

School visit

We encourage all applicants to make a school visit, which can be arranged by contacting the school office at office@st-marys-island.medway.sch.uk Visits are taking place on 12th June and 18th June.

Applications

All applications are to be submitted digitally via the My New Term portal - www.mynewterm.com. The application form is on My New Term.

Closing Date: Applications must be received by midnight on Monday 22nd June.

Shortlisted applicants will be informed on Wednesday 24th June.

Interviews

These will take place on either Monday 29th or Tuesday 30th June. Candidates will be advised of which in their invitation to interview.

Shortlisted candidates will be advised on the range of tasks and activities that will make up the selection process.

Please confirm your availability to attend using My New Term.

Appointment timescales

The post is available from September 2026. We recognise that notice periods and individual circumstances vary, and therefore a January 2027 start date may be considered for the successful candidate.

Pay scale

The pay scale for this post is L7 (£60145) - L12 (£67898)