

Headteacher Candidate Pack



St Luke's
Church of England Voluntary Aided School





Letter from Chair of Governors

Dear Applicant,

Thank you for your interest in the position of Headteacher at St Luke's Primary School, Canning Town. On behalf of the Governing Body, I am delighted to share more about our school and the kind of leader we are seeking to take us into the next stage of our journey.

St Luke's is a welcoming and vibrant Church of England primary school at the heart of a richly diverse East London community. Along with St Luke's Church we have been serving this community for over 150 years. Our school has a strong sense of family, where every child is known, valued and encouraged to achieve their best. We love to make the most of every opportunity be that academically, socially, and spiritually. We are proud of our vision and school values and how we live out justice, kindness, respect, service and growth in all we do.

In recent years, we have worked hard to build a curriculum that celebrates our local community while opening doors to the wider world. We have developed a culture where staff are deeply committed, children are curious and enthusiastic learners, and families are true partners in education. Our next Headteacher will share this commitment to excellence and inclusion, bringing fresh ideas, strong leadership, and a passion for enabling every child to flourish.

We are uniquely positioned not just as a Church of England School but in sharing the building with St Luke's Church of England. We love working together to serve the whole community and genuinely strive together to facilitate a truly holistic approach to the children and families who are part of our St Luke's community. We are expectant and hopeful of how this partnership can continue to flourish and grow with the next headteacher too. Relationships between the school and church have never been stronger.

The Governing Body is ambitious for the future of St Luke's. We want a leader who will nurture our caring ethos, champion high standards, and continue to strengthen relationships within our school, the church and the wider community. In return, you will find a dedicated team of staff and governors, engaged families, supportive church team and children who are eager to learn and are proud of their school.

If you are an inspirational leader who can balance compassion with ambition, vision with pragmatism, service with hard work, all underpinned by the love of Jesus, we would be delighted to hear from you.

We hope that this recruitment pack gives you a real sense of what makes St Luke's so special. We warmly invite you to visit the school, meet our wonderful pupils and staff and see for yourself the spirit that makes our community unique.

Yours sincerely,

Rev Amy Stott.
Chair of Governors
St Luke's Church of England Primary School, Canning Town





Why lead at St Luke's CEVA Primary School?

This is not just a leadership role - it is an **opportunity to shape lives, inspire creativity, and nurture the next generation.**

We are looking for someone who is willing to **lead and motivate a strong, caring and intelligent staff** to be the best version of themselves so that children in their care can **grow with every opportunity in an environment that nurtures and equips an entire community to flourish. We love to serve our community as we support a local foodbank, sing to raise funds for the homeless and take part in many community intergenerational events.**

St Luke's is a unique school where **children and families thrive**, where every **child's wellbeing is prioritised**, and where education is about **developing kind, respectful, and competent individuals.** Our next headteacher will build on the **many strengths of the school and value the whole community.**

If you are an **inspirational leader who believes in the power of joyful learning, strong relationships, and limitless possibilities for children**, we invite you to visit our school and consider an application.



Partnership with St Luke's Church Canning Town

St Luke's School and St Luke's Church share a deep and purposeful partnership rooted in a shared building and a shared hope in deeply impacting and enriching lives in Canning Town. For the past 25 years we have shared the building in a unique set up. The church and school is a shared building providing the hope of a shared community across church and school which will serve the community of Canning Town. Together, we seek to make the most of every opportunity to nurture faith, learning, and community life, inspired by the belief that every person is made in the image of God and has unique talents and gifts to share.

The working relationship between headteacher and Vicar is pivotal for the ongoing success of this partnership. This is not just a church of England school; it is a unique school and church community growing and supporting each other to flourish.

Our shared vision is to be a beacon of hope and joy underpinned by being good news for Canning Town. The Church and School work together to holistically support the families of this community. The Church staff team regularly serve in and get alongside school initiatives and together new projects are dreamt up and released. The church's Little Lions toddler group has been essential in directing families towards the school nursery alongside a new football project for under 5's which facilitates space and conversations for families new and old to interact outside of school.

The Church's extensive youth provision provides a gateway for pupils now at Secondary school to keep connecting with the St Luke's family and the school are well served by able and committed local PCC governors. Together we aim to encourage children and families to grow in confidence, compassion, and curiosity, making a positive difference in our community and beyond. Together, we are committed to helping every individual discover their God-given potential and to building a community where love, respect, and opportunity are open to all. Together we are seeing families and Canning Town flourish.



Headteacher Job Description

Employer:	St Luke's Primary School
Salary:	Leadership Range L15 – L21 (£82,888 - £94,491)
Location:	St Luke's Primary, Ruscoe Road, E16 1JB
Contract:	Permanent
Working Pattern:	Full Time, 32.50 hours per week

Accountable to: The Governing Board of the School and Local Authority

Accountable for: Carrying out professional duties in accordance with and subject to conditions of employment as set out in School Teachers' Pay and Conditions Document.

This job description reflects the Headteachers' Standards 2020.

Core purpose of the post

- To be responsible for the leadership, internal organisation, management and control of the school ensuring a high quality of education for all its pupils.
- Provide overall strategic professional leadership, and with others, lead develop and support the strategic direction, vision, values and priorities of the school.
- To be an ambassador for the school and promote and raise its profile in the wider community.
- Develop, implement and evaluate the school's policies, practices and procedures.
- Lead and manage teaching and learning to achieve high standards of learning and attainment throughout the school.
- To be committed to the safeguarding and welfare of all pupils and to promoting high standards of behaviour and discipline, enabling the school community to participate, learn, enjoy and achieve.
- Lead by example and provide inspiration to motivate, manage and develop staff, including appraising and managing performance.
- Create, implement and maintain a strategic plan, underpinned by sound financial planning, which drives school improvement.
- Collaborate and work with colleagues and other relevant professionals within and beyond the school including relevant external agencies and bodies.
- Develop and sustain effective relationships with the Governing Body, to clearly articulate the school's vision to ensure effective governance of the school.
- Develop and maintain effective relationships with parents and all members of the school and wider community to enhance the education of all pupils.
- To work effectively with the Vicar of St Luke's church to enable the shared vision and partnership to flourish

Headteachers' Standards 2020



Section 1:

Ethics and Professional Conduct

Headteachers are expected to demonstrate consistently high standards of principled and professional conduct. They are expected to meet the teachers' standards and be responsible for providing the conditions in which teachers can fulfil them.

Headteachers uphold and demonstrate the Seven Principles of Public Life:

- selflessness
- integrity
- objectivity
- accountability
- openness
- honesty
- leadership

Headteachers uphold public trust in school leadership and maintain high standards of ethics and behaviour. Both within and outside school, headteachers:

- build relationships rooted in mutual respect, and at all times observe proper boundaries appropriate to their professional position
- show tolerance of and respect for the rights of others, recognising differences and respecting cultural diversity within contemporary Britain
- uphold fundamental British values including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensure that personal beliefs are not expressed in ways which exploit their position, pupils' vulnerability or might lead pupils to break the law

Section 2:

School Culture

Headteachers:

- establish and sustain the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community
- create a culture where pupils experience a positive and enriching school life
- uphold ambitious educational standards which prepare pupils from all backgrounds for their next phase of education and life
- promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment
- Develop and sustain a culture of high staff professionalism

Teaching

Headteachers:

- establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn
- ensure teaching is underpinned by high levels of subject expertise and approaches which respect the distinct nature of subject disciplines or specialist domains
- ensure effective use is made of formative assessment and the principles of cognitive science



Headteachers' Standards 2020 cont'd

Curriculum and assessment

Headteachers:

- ensure a broad, structured and coherent curriculum offer which sets out the knowledge, skills and values that will be taught in each subject and phase group
- establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities
- ensure that all pupils are taught to read through the provision of evidence-informed approaches to reading, particularly the use of systematic synthetic phonics in schools that teach early reading
- ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum

Behaviour

Headteachers:

- establish and sustain high expectations of behaviour for all pupils, built upon relationships, rules and routines, which are understood clearly by all staff and pupils
- ensure high standards of pupil behaviour and courteous conduct in accordance with the school's behaviour policy
- implement consistent, fair and respectful approaches to managing behaviour
- ensure that adults within the school model exemplary behaviour and teach the behaviour of a good citizen

Additional and special educational needs and disabilities

Headteachers:

- ensure the school holds ambitious expectations for all pupils with additional and special educational needs and disabilities
- establish and sustain culture and practices that enable pupils to access the curriculum and learn effectively
- ensure the school works effectively in partnership with parents, carers and professionals, to identify the additional needs and special educational needs and disabilities of pupils, providing support and adaptation where appropriate
- ensure the school fulfils its statutory duties with regard to the SEND code of practice

Professional development

Headteachers:

- ensure staff have access to high-quality, sustained professional development opportunities, aligned to balance the priorities of whole-school improvement, team and individual needs
- prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the approaches laid out in the standard for teachers' professional development
- ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised professional frameworks and programmes to build capacity and support succession planning

Organisational management

Headteachers:

- ensure the protection and safety of pupils and staff through effective approaches to safeguarding, as part of the duty of care
- prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds
- ensure staff are deployed and managed well with due attention paid to workload
- establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently
- ensure rigorous approaches to identifying, managing and mitigating risk



Headteachers' Standards 2020 cont'd

Continuous school improvement

Headteachers:

- make use of effective and proportional processes of evaluation to identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement
- develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context
- ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time

Working in partnership

Headteachers:

- forge constructive relationships beyond the school, working in partnership with parents, carers and the local community
- Work closely with the incumbent of St Luke's Church
- commit their school to work successfully with other schools and organisations in a climate of mutual challenge and support
- establish and maintain working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils

Governance and accountability

Headteachers:

- understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility
- establish and sustain professional working relationship with those responsible for governance
- ensure that staff know and 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

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An online search will be completed for all shortlisted candidates who are also required to complete a self-disclosure.

The successful candidate will be required to undergo an enhanced DBS check and any appointment will be subject to references.

Person Specification

We will base the selection process on these criteria.

At each stage of the process, we will assess the merits of each application to determine how far the criteria have been met.

Beside each criterion, we list the assessment method we will use.

REQUIREMENT	ASSESSMENT
Qualifications and training	
<ul style="list-style-type: none">• DfE qualified teacher status.• NPQH and/or further post graduate study to level• A record of other training relevant to senior leadership• Diocese of Chelmsford Church School Leadership Course,• The Church of England Professional Qualification for Headship (including NPQH)	Application Form
Successful experience and evidence of:	
<ul style="list-style-type: none">• Outstanding teaching practice across the nursery and primary age range• At least four years relevant and varied experience at a senior level in a similar school• Developing a strategic view for the future needs and development of the school• Innovation and finding creative solutions to communicate a vision to inspire and motivate all stakeholders• Securing and sustaining effective teaching and learning and its monitoring and evaluation throughout the school.• Driving up standards of teaching and learning to ensure excellent outcomes for pupils, including reducing the gap for disadvantaged pupil groups• Raising the academic and personal achievement of all pupils• Efficient and effective deployment of staff and financial resources to serve improvement.• Adhering to financial procedures and of managing a significant school budget with probity• Working in partnership with a range of stakeholders and other agencies including the Local Authority and other local schools to improve the academic and social outcomes for all pupils	Application Form

Person Specification

REQUIREMENT	ASSESSMENT
Key skills and attributes	
<ul style="list-style-type: none"> • Use appropriate leadership styles in different situations, to initiate, inspire, lead and manage people to work effectively towards common goals • Demonstrate an ability to use, analyse and interpret data and as a result make decisions and set challenging targets to drive further improvements. • Excellent interpersonal skills to communicate clearly and effectively using a range of methods, as appropriate, to a variety of audiences • An ability to identify and promote excellence; hold people to account and challenge poor performance and behaviour across the school • Evidence of successfully developing teams of professionals, delegating effectively and managing change • To draw upon attributes demonstrated by all successful leaders such as resilience; being adaptable, approachable and visible; displaying self-confidence, enthusiasm and commitment. • To engage the school community in a rigorous self and external evaluation of the work of the school. • To demonstrate a commitment to continuing professional development for oneself and the school community. 	<p>Application form, interview, and other assessment activities</p>
Knowledge and understanding of:	
<ul style="list-style-type: none"> • Current educational developments, curriculum issues and legislative changes, including their implications and impact on school life. • The contribution that evidence from inspection and educational research can make to professional and school development. • Extensive knowledge of safeguarding procedures and an ability to maintain and develop a culture of vigilance' to safeguard the welfare of pupils. • The nature and needs of pupils and communities in inner city and diverse areas such as Newham. • The implementation of Newham's policy of inclusive education and of equal opportunities practice throughout a school. • Effective procedures to ensure good behaviour and discipline in the school with the co-operation of all staff. • Strategies for promoting pupil's spiritual, moral, social, and cultural development and to foster respect for the diversity of the school's community • The principles and methods of assessment and effective record keeping and their use to promote the educational development and progression of all pupils. • The use of strategies for raising pupil achievement and the value of target setting. • The creative use of technology across the curriculum and as a communication and management tool • Effective quality assurance approaches, including staff appraisal and development to secure accountability and improve performance. • Health and safety, premises and personnel procedures related to the management of a school. • The role of Governors in the leadership of the school to develop and maintain the school's vision. • The promotion of community education and parental and community involvement to raise levels of achievement. 	<p>Application Form</p>

How to apply

If you would like to find out more about this opportunity or have an informal conversation, please contact Tom Alexander, Head of Human Resources
tom.alexander@theeducationspace.co.uk, 07854 773 932

[Click to apply](#), or visit The Education Space website and search for vacancies

Closing Date: 30th January 2026

Interview Date: 3rd March 2026

School visit

To arrange a visit to the school, please contact the school office on the week beginning 12th January 2026. Telephone, 020 7476 3559 or Email: info@st-lukes.newham.sch.uk

