Parsonage Farm Nursery and Infant School

Headteacher Application Pack





Parsonage Farm Nursery & Infant School
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Contents

1. Letter from the Chair of Governors
2. About Parsonage Farm
3. What we offer our Headteacher
4. What our parents/carers say about our school
5. What Ofsted say about our school
6. What to look forward to in your first term
7. Job Description & Key Responsibilities
8. Focus areas for our Headteacher
9. Headteacher person specification
10. About Cove, Hampshire
11. Working in Hampshire
12. Application information



1. Letter from the Chair of Governors

Dear Prospective Headteacher,

On behalf of the Governing Board, I am delighted to introduce you to Parsonage Farm Nursery and Infant School and invite you to consider joining our school community as our next Headteacher.

At Parsonage Farm, we believe that the early years of education are fundamental in shaping a child's future. They are a time for curiosity, confidence and discovery, when a lifelong love of learning begins. We are extremely proud of our children and our school. Our vision is **to value and care for every child, inspire a continued excitement for learning and support each child to ensure success as they journey onwards.** This reflects our belief that every child deserves the opportunity to flourish, achieve and be celebrated as an individual.

We are a welcoming community school in Farnborough, providing nursery and infant education for children aged three to seven. We are proud of our caring ethos, our commitment to inclusive education and our determination to create an environment where every child feels safe, valued and inspired to learn. We want our children to leave Parsonage Farm with happy memories, a strong foundation for future learning and the confidence to embrace the opportunities ahead.

Our dedicated staff work hard to provide a nurturing and inspiring environment where every child can thrive. We value strong relationships with families and believe that working together is key to giving our children the very best start in life.

Our Governing Board is ambitious for the school's future. We are looking for a Headteacher who shares our values, inspires our staff and leads with warmth, integrity and purpose. This is an exciting opportunity to build on our strengths, introduce fresh ideas and guide the school into its next chapter.

I warmly encourage you to visit us, meet our team and experience the spirit of Parsonage Farm for yourself. If you are a passionate, forward-thinking leader who believes in the power of early education, we would be delighted to hear from you.

Stuart Rowe

Stuart Rowe
Chair of Governors
Parsonage Farm Nursery and Infant School

2. About Parsonage Farm

School type: Maintained community nursery and infant school
Age range: 3–7 years | **School roll:** Approximately 200+ children
Published admission number: 60 Reception places



Parsonage Farm Nursery and Infant School is a welcoming, caring and inclusive school community in Farnborough, Hampshire. Providing education from nursery to the end of Year 2, we play an important role in giving children the foundations they need to flourish, both academically and personally, as they begin their educational journey.

Our attached nursery, with its dedicated management and staff, is a distinctive feature of the school, providing an opportunity to support children's development from their earliest experiences of education and to build strong foundations and ease the transition as they progress into the infant years.

Our vision, **"To value & care for every child, inspire a continued excitement for learning and ensure success as they journey onwards,"** captures our belief that every child is unique and has the potential to succeed. We are committed to recognising and celebrating individual strengths, responding to differing needs and creating opportunities for every child to grow in confidence, develop their interests and achieve their potential.

Our children and learning

We believe that children thrive when they experience strong relationships, clear values, high expectations and engaging learning. We want every child to develop a love of learning, curiosity, independence and resilience, alongside the social and emotional skills that will support them throughout their education.

We provide a rich and ambitious curriculum that builds secure foundations in literacy and mathematics, broadens children's understanding of the world and encourages them to explore new ideas and discover their individual talents. High-quality early years provision, careful attention to children's development and a commitment to meeting individual needs help ensure that all children are supported to make progress and are well prepared for the next stage of their learning.



A safe, happy and supportive community

Safeguarding, wellbeing and personal development are at the heart of school life. We want every child to feel safe, valued and included, within an environment where positive relationships flourish and children are encouraged to become confident, considerate and responsible learners.

Our school is built on partnership. Staff, families, governors and the wider community all have an important part to play in creating the best possible experiences and opportunities for our children. We value open communication with parents and carers and recognise that working together is essential to children's success.



The school also manages an on-site community hall facility, which is available for hire to meet the needs of local groups and the wider community. This provides a valuable community resource, strengthens the school's links beyond the classroom and generates additional income through lettings, contributing to the school's resources and longer-term sustainability. Together with our externally provided breakfast and after-school provision, this reflects Parsonage Farm's wider role in supporting local families and the community it serves.

3. What we offer our Headteacher

Parsonage Farm is proud of its motivated, articulate and engaged children, who enjoy coming to school, are eager to learn and contribute positively to all aspects of school life. There is a strong sense of care, mutual respect and belonging across the school community, underpinned by an inclusive approach and high expectations for every learner.

The school benefits from an experienced and stable staff team who work collaboratively, take responsibility and support one another. This creates a positive professional environment in which staff can work together to provide the best possible experiences and outcomes for children.

We have a strong and vibrant parent body, excellent links with the local community and positive relationships with neighbouring schools. The school also benefits from a supportive and proactive governing body, bringing a wide breadth and depth of knowledge and experience. Governors work in partnership with school leaders, providing challenge and support while empowering leaders at all levels to develop and improve provision.



Parsonage Farm is further supported by strong professional networks across North Hampshire, including local headteachers who provide valuable opportunities for collaboration and professional support. The Local Authority provides good support through its services and Service Level Agreements with Hampshire, complemented by the proactive involvement of the school's Leadership and Service Improvement Partner and District Manager. Together, these relationships provide a valuable network of expertise, guidance and support for the school and its leadership team.

4. What our parents/carers say about our school

"Overall this is a fantastic school that gives all that it has into making the children's days enjoyable. My child has gone from strength to strength and that is down to the wonderful teachers and support staff. As a parent having your child excited to go to school from such a young age can only set them up for the future."

"I don't know what your offsted rating is but we believe your school is fantastic, I could not have asked for a better school, to the extent we have delayed moving until both of our daughters have completed their time at Parsonage Farm.... Finding a junior school that maintains the same standards is going to be challenging."

"We love the school and our son has had a fantastic time here, we believe he has been set up really well for moving to junior school."

"My son has been looked after and supported in all aspects of his school life and we feel confident that he is safe and taken care of when he is there."

"Consistency of teachers, routines and the school values that are followed by everyone. My daughter feels heard and rewarded."

"The children are surrounded by caring adults and have a great circle of friends around them."

"Everyone respects each other, both teachers and pupils."

"The school is very welcoming. All the staff are very friendly and helpful. The school is a safe environment for all children."



5. What Ofsted say about our school

Following a full Ofsted inspection in September 2024, we are proud to have been rated **GOOD** in every judgement category. We seek a Headteacher who will sustain and build on our strengths and success.

Ofsted extract.

"Pupils are rightly proud of their school. They attend well and arrive promptly each morning laughing and smiling, ready to start the day"

"This is a lovely little school with great learning and a great sense of community."

"Staff will always make time to listen to pupils and that they are seen as individuals. As a result, pupils feel valued and happy."

"Children and pupils achieve well both in the early years and key stage 1."

"Governors and leaders know the school well. They have an accurate view of the school's current strengths and priorities for development."

"Staff agree unanimously that they enjoy working here."

"The curriculum is well planned and taught in a logical order in most subjects."

"Children get off to a flying start in the early years. They settle in quickly and learn the routines of the school. Staff reinforce social skills by encouraging pupils to talk to each other, take turns and solve problems."

"In lessons, pupils enjoy their learning and actively participate. They listen to staff respectfully and thoughtfully answer questions."

"Staff have created a buzz around reading. As a result, pupils learn to read confidently."

"Those pupils who struggle receive targeted support to help with this. The school's personal development programme is well designed."



6. What to look forward to in your first term

What to Expect in the Summer Term

The summer term is a busy, exciting and rewarding time at Parsonage Farm, with plenty of opportunities for the children to learn beyond the classroom, develop their independence and enjoy a range of memorable experiences. For a new Headteacher, it is also an opportunity to get to know the school community, see the curriculum in action and support the transition into the next academic year. - **The summer term begins on Monday 12th April 2027.**

Learning Beyond the Classroom

Educational visits are an important part of the summer term, with each year group enjoying a school trip linked to their learning and providing opportunities to explore new places and experiences:



- **Reception:** Milestones Museum, Basingstoke.
- **Year 1:** Wellington Country Park, Riseley.
- **Year 2:** Beale Wildlife Park, Pangbourne.

The children also benefit from a visiting speaker who delivers a **Titanic Talk**, bringing history to life through an engaging and memorable learning experience. Year 1 children take part in activities to learn how to ride bikes safely, supporting their physical development and road safety awareness.

Celebrating and Enjoying School Life

We also take part in **Walk to School Week**, encouraging healthy habits and raising awareness of active travel. These activities complement our wider commitment to children's wellbeing, personal development and enjoyment of school.

Our active PTA plays an important role in school life, organising fundraising and community events, including a **Colour Run / Summer Fayre**. These events help to strengthen relationships between families and the school while raising valuable funds to enhance the children's experiences.

Finally, the summer term includes a number of events that bring the school community together. Our **Summer Sports Day** gives children the opportunity to participate, demonstrate their skills and celebrate physical activity and teamwork. **Class photographs** together with our **School Leavers' Assembly** provide a lasting record of the children's time at school.

Welcoming New Futures

Preparing for the arrival of our new reception children is another important aspect of the summer term. We host **Stay and Play sessions** for children starting school in September 2027, giving them the opportunity to become familiar with their new environment, meet staff and begin building relationships with their classmates. **Parent meetings** also provide an opportunity to share information, answer questions and help families feel confident about the transition into school.

Conversely, the school plans **visits to local Junior schools** for Year 2 children to ensure they are prepared for their next journey.

Preparing for the Year Ahead

Transition is a key priority as we approach the end of the academic year. Staff work to ensure that children are well prepared for their next stage of learning, with appropriate support and communication between classes. Two INSET days are planned during the summer term, one of which will focus on transition. The focus of the second INSET day is yet to be confirmed.

An Opportunity to Listen, Learn and Shape the Future

Starting at the beginning of the summer term provides any new Headteacher with a valuable opportunity to get to know the school from the outset, build positive relationships with staff and develop an understanding of what makes Parsonage Farm successful.

The term will offer a natural starting point for open conversations with colleagues about what works well, what they feel could be improved and what support, leadership and direction they need from their new Headteacher. By listening to staff, recognising existing strengths and understanding the challenges they face, the successful candidate can begin to establish a shared view of the school's priorities for the new academic year ahead.

Overall, the summer term presents a varied programme of educational enrichment, sporting activities, community events and preparation for transition. It provides any Headteacher with an opportunity to celebrate the achievements of children and staff, build relationships with parents and governors, and help ensure that children finish the year happy, confident and ready for the next stage of their learning.



7. Focus areas for our new Headteacher

Key leadership priorities for the first years in post

The appointed Headteacher will be expected to:

- Lead the school's strategic development through curriculum innovation, educational technology and the effective use of outdoor learning environments to create a forward-thinking culture and secure excellent outcomes for all children.
- Further develop EYFS & KS1 practices to achieve even better outcomes for all children.
- Build upon the school's positive reputation by strengthening community engagement, collaborative partnerships and the use of school facilities to benefit the local community.
- Inspire, develop and empower our experienced staff team to lead the next phase of the school's improvement journey.



8. Job Description & Key Responsibilities

The Contract of Employment between the Governing Body and the Headteacher will be the current Contract of Employment for a Headteacher. The job description can be amended at any time, following consultation between the Headteacher and the Governing Body and will be reviewed annually.

Salary Scale: The Governing Body have determined that this post should be paid on the Hampshire agreed pay scale. Parsonage Farm Nursery and Infant School is a Group 2 school. Governors have set the Leadership Salary Range as L15 – L21, which commands an annual salary of between £75,664 and £86,796.

General job expectations and accountabilities: The Headteacher is an employee of the Governing Body and is required to carry out his/her professional duties in accordance with the terms and conditions of the current School Teachers' Pay and Conditions Document and relevant employment legislation.

National Headteachers' Standards (2020)
The Headteachers' Standards form the basis of our Headteacher job description. They can be found at Headteachers' standards 2020 - GOV.UK (www.gov.uk)

Responsible to: The Governing Body of Parsonage Farm Nursery and Infant School.

Key responsibilities include:

Safeguarding: The post holder will be the lead Designated Safeguarding Lead (DSL) and is responsible for ensuring that all school and county child protection policies are adhered to and concerns are raised in accordance with these policies

Financial Management: Advising the Governing Body on the school's annual budget and the budget revision as appropriate, as well as being responsible for the day-to-day running of the budget.



9. Headteacher person specification

Personal Qualities

Essential

The successful candidate will demonstrate:

- A clear moral purpose and an unwavering commitment to children.
- Vision, ambition and strategic thinking.
- Energy, resilience and determination.
- Integrity, honesty and transparency.
- Creativity and openness to innovation.
- Excellent judgement and decision-making skills.
- Strong emotional intelligence and self-awareness.
- The ability to show empathy, build trust and inspire confidence.
- A commitment to inclusion, equality and opportunity for all.
- Passion for developing a thriving school community.

Qualifications and Professional Development

Essential

- Qualified Teacher Status (QTS).
- Degree-level qualification.
- National Professional Qualification for Headship (NPQH) or willingness to undertake relevant professional development.
- Evidence of sustained professional development relevant to senior leadership.
- Accredited safeguarding training.
- Experience of being a Designated or Deputy Designated Safeguarding Leader (DSL or DDSL)

Desirable

- Further leadership or educational qualifications.

Leadership and Strategic Development

Essential

- Proven experience of successful senior leadership within a primary or infant school setting.
- Ability to articulate and deliver a compelling strategic vision that inspires children, staff, governors and the wider community.
- Successful experience of leading school improvement initiatives that have secured measurable impact on outcomes for children.
- Demonstrable ability to lead organisational change and create a culture of ambition, innovation and continuous improvement.
- Proven success in developing and implementing effective strategic plans linked to school priorities.

Desirable

- Experience of leading a school or significant phase through a period of transformation or growth.
- Experience of managing capital projects. (e.g. site developments or leading environment improvements).

Teaching, Learning and Curriculum

Essential

- Proven track record of impactful and measurable improvements in teaching and learning to secure a higher standard of achievement for all children.
- Strong understanding of curriculum design, implementation and evaluation.
- Experience of leading curriculum innovation that promotes engagement, achievement and lifelong learning.
- Demonstrable success in harnessing technology to enhance teaching, learning and school improvement.
- Experience of developing rich learning opportunities that make effective use of outdoor environments and learning spaces.
- Deep understanding of assessment, curriculum progression and educational best practice.
- Strong commitment to ensuring every child receives an ambitious, inclusive and engaging education.

Desirable

- Experience of leading curriculum development across multiple phases or subjects.
- Experience of embedding digital innovation across a school.

Early Years and Inclusion

Essential

- Extensive knowledge of Early Years Foundation Stage practice and child development.
- Proven success in improving outcomes for children in Early Years provision.
- Strong understanding of inclusive practice and the SEND Code of Practice.
- Experience of developing provision that enables children with additional needs to thrive and achieve.
- Commitment to ensuring all children, regardless of background or need, are supported to achieve their full potential.
- Ability to create nurturing, stimulating and inclusive learning environments.

Desirable

- Experience of overseeing nursery provision staff.
- Experience of developing specialist SEND or inclusion provision.

Community Engagement and Partnerships

Essential

- Proven ability to build positive relationships with parents, carers, governors and external partners.
- Experience of successful partnership working with schools, agencies and community organisations.
- Commitment to strengthening the school's role at the heart of its local community.
- Ability to promote and enhance the school's reputation through visible, authentic and effective engagement.

Desirable

- Experience of working with local area Children's Services and other multi-agency partners.
- Demonstrable experience of community outreach initiatives.

- Experience of developing opportunities for community use of school facilities and resources that may have increased school funding or social collaboration.

Leadership of People

Essential

- Experience of staff appraisals and performance management processes.
- Ability to inspire, motivate and empower an experienced and knowledgeable staff team.
- Proven record of developing leadership capacity and nurturing future leaders.
- Commitment to staff wellbeing, professional growth and collaborative working.
- Experience of creating a culture of high expectations, accountability and mutual support.
- Excellent interpersonal, communication and coaching skills.
- Ability to manage difficult conversations with professionalism, integrity and sensitivity.

Desirable

- Experience of leading organisational restructuring or workforce development programmes.
- Experience of coaching senior leaders.

Governance, Accountability and Financial Management

Essential

- Understanding of the role of governance and effective partnership working with governors.
- Experience of using data, self-evaluation and quality assurance processes to drive improvement.
- Sound understanding of financial planning, budgeting and resource management.
- Strong knowledge of statutory responsibilities including safeguarding, equality and health and safety.
- Ability to ensure robust systems of accountability while maintaining a child-centred ethos.

Desirable

- Experience of presenting strategically to governing boards.
- Experience of managing significant budgets.

10. About Cove, Farnborough

The village of Cove lies between Farnborough and Fleet in the North East corner of Hampshire. Its existence possibly going back to pre-historic times; many hundreds of sarsen stones have been found in the area which may have been used for some form of worship.



Its proximity to the countryside, parks and the nearby Fleet Pond and Basingstoke Canal offer many opportunities for walking, cycling and generally enjoying time outdoors. These many amenities make living and working in this area very attractive.

Farnborough shopping centre is currently undergoing extensive redevelopment and shopping centres in Basingstoke and Camberley are short drives away.

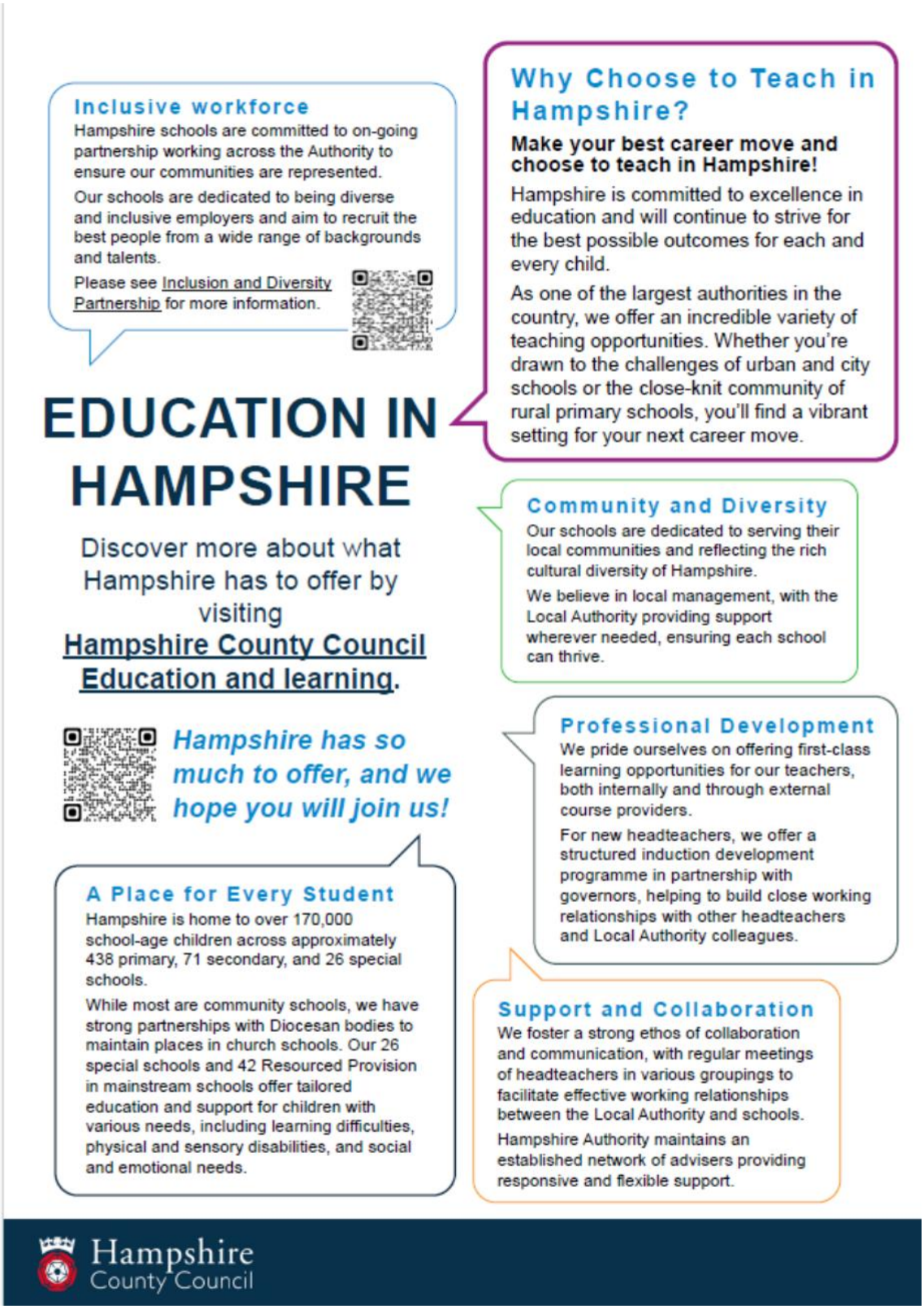
Transport links are extremely good. The M3 is easily accessible as is the A30; providing convenient routes to the south coast and the West Country. The M25 is approximately 15 miles away. Train services from Farnborough go directly into London Waterloo, taking about 35 minutes.

The school and small housing estate where the school is located are named after the working livestock farm that originally occupied the site.

Overall, Cove combines strong community character, attractive surroundings, and excellent transport connections, making it an appealing place to call home.



11. Working in Hampshire page



12. Application information

Application Procedure

Visits to our school are encouraged and warmly welcomed: Please contact our admin office at adminoffice@parsonagefarm.hants.sch.uk or call on 01252 548003 to book a visit. Please also browse through our site https://www.parsonagefarmschool.co.uk/

Candidates should click the 'Apply' button to complete your application so that it is received no later than midday on **Monday 4th January 2027.**

You should provide a full statement in support of your application, which should be no longer than 2 sides of A4 paper in Arial font size 12. Please do not repeat factual details provided in the application form.

Selection Procedure
The shortlist and the selection process will take place on **7th January 2027**. Further details will be sent to those candidates called for interview. The interviews are being held on **20th and 21st January 2027.**

Equality Monitoring
All applications will be required to complete an Equality Monitoring form.

Safer Recruitment
Parsonage Farm Nursery and Infant School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Privacy Notice
The school collects information about you in order to provide you with recruitment and employment services. We will use the information for the recruitment and selection process and, if successful, to activate employment with the school.

The legal basis for processing your personal data is that it is necessary for the performance of the employment contract or in order to take steps before entering into a contract and is necessary for the County Council to comply with a legal obligation.

The legal basis for processing special category data is that processing is necessary for the purposes of carrying out the rights and obligations in the field of employment, that it is necessary for the reasons of substantial public interest and that it is necessary for the purposes of the assessment of the working capacity of the employee.
You have some legal rights in respect of the personal information we collect from you. Please see the school's website for further details on their privacy notice and data protection policy.

You can contact the School's Data Protection Officer if you have a concern about the way they collect or use your data.

We look forward to hearing from you.