



HEADTEACHER PACK



Love, Courage, Hope



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Dear Applicant,

Thank you for your interest in the position of Headteacher at our wonderful Church of England infant school. On behalf of the Governing Board, I am delighted to share a little more about who we are, what we value, and the kind of leader we hope to welcome into our community.

We are a small, nurturing school on the edge of the New Forest with a strong sense of identity and purpose. We are a Voluntary Controlled Church of England Infant School with close links to All Saints Church, Fawley, our parish church and are part of the Diocese of Portsmouth and Winchester.

As a church school, our ethos is based on distinctively Christian vision and values which underpin all we do. This means that as a school, we encourage children to be curious about faith and explore their own spiritual development. We offer children an experience of faith through collective worship and close links with our parish church.

Our Christian ethos is not simply a statement on paper; it shapes our daily life, our relationships, and our aspirations for every child. We are proud of the way our pupils flourish—academically, socially, and spiritually—within an environment where they are known, valued, and encouraged to grow. Our Core Values of Courage, Hope and Love are at the heart of everything we do.

As a small school, our Headteacher will play a central role in daily school life, **including a 0.4 teaching commitment**. We believe this will be a real strength keeping our HT closely connected to the classroom, to our children, and to the day-to-day learning that helps our children to develop and achieve. We are looking for someone who embraces this blend of leadership and teaching, and who sees it as an opportunity to model excellent practice and build strong relationships.

More broadly, we are looking for a Headteacher who is energetic and enthusiastic; a leader who can inspire staff, engage warmly with families, and champion the needs of every child. We value creativity, compassion, and a willingness to embrace the opportunities and challenges that come with leading a small school

In return, you will find a dedicated team, a supportive church and local community, and governors who are ambitious for the school's future and ready to work collaboratively with you. We believe this is a special place, and we are excited to meet candidates who would like to be part of our school family.

Thank you once again for considering this role. You are warmly invited to arrange an informal visit to see the school in action. We wish you every success in the application process and look forward to learning more about the experience, values, and vision you would bring to our school.

With warm wishes,

Teresa Pickup
Chair of Governors on behalf of the Governing Body



Our school

Manor infant church of England School is a small, close-knit school that prides itself on creating a warm and supportive environment where every child is valued, encouraged, and inspired to grow.

At Manor, our Christian ethos underpins the life of the school and is embedded in all aspects of school life. Our core Christian values are 'Love, Courage and Hope'. We believe in fostering a love for learning from the earliest stages of education. Our dedicated team of staff work tirelessly to create engaging, creative, and fun learning experiences that support the development of each child's individual strengths and talents. We are committed to ensuring that every child feels safe, confident, and excited to come to school each day.

We also value strong partnerships with our families, the church and the wider community. Together, we aim to build a foundation for lifelong learning, helping children develop not just academically, but emotionally and socially as well.



Our School Vision

Jesus encouraged all his children to live life in all its' fullness. Through our core values of love, courage and hope, and with an enquiry approach to our curriculum, our children enjoy learning about themselves, about others and the world which we are guardians of. We nurture a love of learning, celebrate courage to persevere in learning and hope through sharing the joy that comes from the belief that all is never lost.

'Be kind, never give up and work together.'

Our School Aims

We aim

- To try our best at everything we do.
- To develop the ability to work independently, co-operatively and with self-discipline.
- To value and appreciate one another.
- To listen with respect to one another.
- To prepare pupils for the responsibilities, opportunities and experiences of adult life.
- To foster a caring attitude to the world around us.



Being a Church School

We are a Voluntary Controlled Church of England Infant School with close links to All Saints Church, Fawley, our parish church and are part of the Diocese of Portsmouth and Winchester.

As a church school, our ethos is based on distinctively Christian vision and values which underpin all we do. Church schools are successful places of learning for children of all faiths and none, where questioning of belief and non-belief is encouraged as we all try to make sense of the world, the gift of life and the purpose of our own personal lives.

This means that as a school, we encourage children to be curious about faith and explore their own spiritual development. We offer children an experience of faith through collective worship and close links with the Church of England Parish of Fawley, which includes All Saint's Church and the Good Shepherd Church, led by the Revd Alison Bennett. Both Revd Alison and Revd Serena (Curate) are part of the governing body and are committed to supporting and encouraging the Christian ethos of the school. Both Revd Alison and Revd Serena lead Collective Worship regularly and host the school at All Saints' Church for special occasions such as Harvest, Easter and Christmas (Christingle).



Our school children have written their own prayer

"Dear God

Thank you, Manor Church of England Infant School.

Thank you for the friends we have.

Thank you for helping us to be kind and caring for others.

Thank you for the lovely staff who helps us learn.

Amen"



Curriculum Intent

Curriculum Drivers shape our curriculum. The purpose of our curriculum is to motivate learners in a purposeful way, building on prior knowledge and experience. We aim to provide a rich curriculum which exposes our children to knowledge and understanding that they otherwise would not receive. The curriculum is underpinned by our core Christian values of Love, Courage and Hope.

Cultural Capital gives our pupils the vital background knowledge required to be informed and thoughtful members of our community who understand and believe in British values. We plan learning experiences that many of the children would not necessarily experience in their everyday life, for example trips to the theatre, places of worship, places of historical interest.

Our Core Christian Values



Love

- Show love to each other through small acts of kindness.
- Encourage others with kind words and actions.
- Remember that God loves us and we should love ourselves and the world around us.



Courage

- Be ourselves.
- Stand up for what is right.
- Respect each other's differences.
- Persevere even when things are difficult and encourage others to do the same.
- Try new things that challenge us and, even when faced with a difficult choice, we try to make the right choice.



Hope

- Promote a vision for a hopeful future.
- Encourage an understanding that there is a chance of a new beginning and a fresh start in every situation.
- Understand that we all play a part in creating a more sustainable environment and a better society.
- Understand that we are citizens of the world and that this citizenship brings challenges and responsibilities.



The Dioceses of Portsmouth & Winchester

Diocesan Board of Education

Within the Dioceses of Portsmouth and Winchester there are 153 schools with links to the Church of England. Consisting of 86 Voluntary Controlled, 49 Voluntary Aided, 1 Foundation, 2 Joint Anglican and Roman Catholic, 6 Academies, 11 Affiliated, 7 Federated Schools and 32 Independent Church Schools. These are spread across six local authority areas, Bournemouth, Dorset, Hampshire, Southampton, Portsmouth and the Isle of Wight.

The Bishops of Portsmouth and Winchester encourage Church school Headteachers and governing bodies to consider carefully, with parish clergy and parochial church councils, matters relating to the spiritual, moral, social and cultural development, ethos, worship, religious education and the partnership between school and parish.

The Diocesan Board of Education and its staff support church schools in these matters as well as working alongside Local Authorities with general support, advice and training for church schools and their governing bodies. The education staff also support parishes and clergy in developing their work with schools.

New Headteachers are encouraged to attend leadership training courses provided by the Diocese as part of their induction process. The Diocese also offers courses and events for school staff on all aspects of church school leadership and management.

The diocesan representative involved in the appointment process at the school you are applying to will be:

Rob Sanders

Deputy Director of Education

If you are successful in the post you are applying for, the Diocesan Director of Education and his staff will be pleased to offer you whatever support they can during your time in the school.





Our next Headteacher



Inspiring young minds through Love, Courage and Hope

Following the promotion of our successful Headteacher of 12 years, the governors are seeking an exceptional leader to become the next Headteacher of our much-loved Church of England infant school. This is a wonderful opportunity for a compassionate, ambitious, and child centred leader to guide our school into its next chapter.

Rooted in Christian values, our school is a joyful, nurturing community where every child is known, cherished, and encouraged to flourish. We are proud of our strong relationships with families, our dedicated staff team, and our close partnership with the parish and Diocese. We now look forward to welcoming a Headteacher who will continue to strengthen these foundations while bringing fresh vision and energy.



Due to the size of the school, the role includes a 0.4 teaching commitment.

We are looking for someone who:

- Is an inspiring and visible leader with a passion for early years and KS1 education.
- Can articulate and model Christian values in daily school life, supporting the spiritual development of pupils and staff.
- Has the strategic insight to drive school improvement and the practical skills to deliver it.
- Can demonstrate a strong knowledge of highly effective teaching together with the ability to model excellence in the classroom setting
- Builds strong, trusting relationships with staff, governors, parents, and the wider community.
- Champions inclusion, safeguarding, and the wellbeing of every child.
- Will further develop the school's reputation in the community
- Nurtures and develops staff, fostering a culture of collaboration, high expectations, and professional growth.
- Brings warmth, resilience, and a deep commitment to helping young children thrive.

In return, we offer:

- A caring, vibrant school with enthusiastic children who love to learn.
- A talented and dedicated staff team who work closely together.
- Supportive, engaged governors and a strong partnership with our parish church.
- A school community that values kindness, creativity, and curiosity.
- The opportunity to shape the future of a school with a clear Christian identity and a strong reputation for nurturing young learners.

If you are a leader who can combine educational excellence with compassion and a genuine love of early childhood education, we would be delighted to hear from you.



Visits to our School

Visits are by appointment are warmly welcomed so you can experience firsthand our nurturing environment and teaching and learning in action. Our two school governors Bridget Durrant and Emily Odell will be delighted to give a tour of the school and discuss the post with you further.

Morning of Thursday 12th March

Anytime on Monday 16th March

Anytime on Tuesday 17th March

Please contact the school office to arrange a visit via e-mail: adminoffice@manor.hants.sch.uk or ring on 023 8089 0710

Our website

To find out so much more about the school, visit our website at <https://www.manorinfant.co.uk>



Application process

To apply, download the attached application form and return it, once completed by noon on Monday 23rd March at the latest.

You should provide a full statement in support of your application, which should not exceed two sides of A4 paper, and should take account of the key focus areas in the person specification marked with an (A).

Shortlisting will take place on 26th March 2026, after which date successful candidates will be notified regarding the requirements for the selection process



Equality Monitoring

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

Safer Recruitment

Manor Church of England 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.

Closing date for applications: Monday 23rd March 2026 (midday)

Interview dates: Thursday 16th & Friday 17th April 2026

Job start date: 1st September 2026 (or sooner if available)

Salary: Leadership Scale L8-14

Salary details: The indicative pay range is set at L8 (£61 534) to L14 (£71 330).

Hours of work: Full time to include a 0.4 Teaching commitment

Location: Manor Church of England Infant School, Teachers Way, Holbury, SO45 2QG





Headteacher Person Specification

Role of the headteacher

- To provide professional and effective leadership in order that every child can fulfil their potential
- To promote and safeguard the welfare of our children
- Promote a secure foundation from which to achieve success in all areas of the school's work and development.

The post holder is subject to the current conditions of employment for Headteachers contained in the current School Teachers' Pay and Conditions Document.

Accountability

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

The Headteacher will carry out their duties with the ethics and professional standards expected of their role and uphold the seven principles of public life, as stated in section 1 of the current Headteachers' Standards document.

They will fulfil the ten Headteachers' Standards as specified in section 2 of the Headteachers' Standards document.

All elements are essential unless stated as desirable.

	Essential	Desirable
Professional Qualifications and experience	<ul style="list-style-type: none"> • Has Qualified Teacher Status with other relevant qualifications e.g. Cert Ed., B Ed or first degree with PGCE (A, R) • Evidence of significant and relevant continued professional development that prepares you for this post (A,R) • Has successful senior leadership experience in infant or primary education (A, I, R) • Experience of delivering outstanding teaching in the infant phase (A, I, R) • Substantial evidence of improving the attainment of children (A, I, R) 	
Qualities and Knowledge	<ul style="list-style-type: none"> • Demonstrates a strong commitment to develop and support the deeply Christian ethos of the school (A, I, R) 	Evidence of developing and supporting a strong



	<ul style="list-style-type: none"> • Is committed to providing acts of Christian Collective Worship and developing the distinctively Christian character of the school (A, I, R) • Is able to articulate and implement an inspirational vision for the development of the school (A, I, R) • Ability to work collaboratively with other leaders and a range of stakeholders (A, I, R) • Able to manage time, act decisively and prioritise (A, I, R) • Evidence of strong relationships and emotional literacy in communicating and supporting interactions with pupils, staff, parents and community (A, I, R) • Evidence of overcoming challenging situations and successful management of change (A, I, R) • Evidence of drive, ambition and examples of innovative practice (A, I, R) 	<p>Christian ethos (A, I, R)</p> <p>Experience of developing the ethos and values of a school and can articulate how this would apply to our Church school setting (A, I, R)</p> <p>Understanding of the SIAMs framework (A, I, R)</p>
Safeguarding	<ul style="list-style-type: none"> • Experience of creating a strong safeguarding ethos and culture within school (A, I, R) • Up to date knowledge of safeguarding requirements and current legislation (A, I, R) • Experience as a DSL or deputy DSL (A, I, R) 	
Pupils and Staff	<ul style="list-style-type: none"> • Demonstrates a clear vision of what constitutes a rich and engaging EYFS and KS1 curriculum (A, I, R) • Evidence of effectively managing the performance of others, including the use of effective CPD (A, I, R) • Evidence of building effective teams and supporting staff to be highly effective (A, I, R) • Have experience of delivering inclusive provision, which has effectively reduced the barriers to learning and has contributed to meeting the needs of vulnerable children including those SEND. (A, I, R) • Has established and sustained high expectations of behaviour for all pupils, built upon relationships, rules and routines, which are inclusive and are understood clearly by all staff and pupils (A, I, R) 	
Systems and Processes	<ul style="list-style-type: none"> • Evidence of implementation and embedding of school improvement strategies to successful conclusions with evidence of impact (A, I, R) • Have experience of designing a broad, structured, and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught. (A, I, R) 	<p>Evidence of successful financial and resource management (A, I, R)</p>



	<ul style="list-style-type: none"> • Evidence of establishing and sustaining high-quality teaching and provision built on an evidence-informed understanding of effective teaching and how pupils learn (A, I, R) • Understanding of financial and resource management (A, I, R) 	
<p>Self-Improving School System</p>	<ul style="list-style-type: none"> • Evidence of using data to raise the achievement of all groups, including those with SEND and those with an entitlement to pupil premium funding (A, I, R) • Evidence of effective engagement with the wider community in order to improve pupil outcomes and raise the profile of the school (A, I, R) • Evidence of effective delegation and developing leadership capacity in order to secure school improvement priorities (A, I, R) • Have worked in partnership with the Governing Body in an open and transparent manner to ensure statutory responsibilities are met, and to enable the Governors to play their full part in the strategic planning, challenging and support of the school. (A, I, R) • Have used a range of tools to monitor and evaluate a range of school provision supporting school improvement (A, I, R) 	

Key tasks and priorities for the first school year

- Review and revise the curriculum implementation so that it supports mixed age classes
- Ensure progress is strong from baseline to the end of Year R
- Review and revise the leadership roles and responsibilities to reflect staffing changes
- Embed how the school is promoted within the local area and develop a marketing strategy



**Thank you for considering Manor Church of England Infant School.
We look forward to receiving your application.**

EDUCATION IN HAMPSHIRE

Why Choose to Teach in Hampshire?

Make your best career move and choose to teach in Hampshire!

Hampshire is committed to excellence in education and will continue to strive for the best possible outcomes for each and every child.

As one of the largest authorities in the country, we offer an incredible variety of teaching opportunities. Whether you're drawn to the challenges of urban and city schools or the close-knit community of rural primary schools, you'll find a vibrant setting for your next career move.

Inclusive workforce

Hampshire schools are committed to on-going partnership working across the Authority to ensure our communities are represented.

Our schools are dedicated to being diverse and inclusive employers and aim to recruit the best people from a wide range of backgrounds and talents.

Please click here for more information:

[Inclusion and Diversity Plan](https://hias-moodle.mylearningapp.com/course/view.php?id=240)
<https://hias-moodle.mylearningapp.com/course/view.php?id=240>
<https://hias-moodle.mylearningapp.com/course/view.php?id=240>

Community and Diversity

Our schools are dedicated to serving their local communities and reflecting the rich cultural diversity of Hampshire. We believe in local management, with the Local Authority providing support wherever needed, ensuring each school can thrive

A Place for Every Student

Hampshire is home to over 170,000 school-age children across approximately 438 primary, 71 secondary, and 26 special schools. While most are community schools, we have strong partnerships with Diocesan Bodies to maintain places in Church schools. Our 26 special schools and 42 units in mainstream schools offer tailored education and support for children with various needs, including learning difficulties, physical and sensory disabilities, and emotional and behavioural issues.

Support and Collaboration

We foster a strong ethos of collaboration and communication, with regular meetings of Headteachers in various groupings to facilitate effective working relationships between the Local Authority and schools. Hampshire Authority maintains an established network of advisors providing responsive and flexible support.

Professional Development

We pride ourselves on offering first-class learning opportunities for our teachers, both internally and through external course providers.

For new Headteachers, we offer a structured induction development programme in partnership with governors, helping to build close working relationships with other Headteachers and Local Authority colleagues.

Discover more about what Hampshire has to offer by visiting our website at

[Education and learning | Education and learning | Hampshire County Council](#)

Hampshire has so much to offer, and we hope you will join us!