

Overton Church of England Primary School Headteacher Recruitment Pack

‘Excellence for All’



Closing date: 9th February (midday)

Interview dates: 26th and 27th February

Job start date: 1st September 2026

Salary: Leadership Scale L18 - L24*

Salary details: The indicative pay range is set at L18 (£78,702) to L24* (£90,255).

Hours of work: Full time

Location: Overton Church of England Primary School, Court Drove, Overton,
Basingstoke, Hampshire, RG25 3ES

Apply through: [Jobs and careers with Hampshire County Council](#)

Introduction & Invitation

On behalf of the Governing Body, I am delighted to invite applications for the post of Headteacher at Overton CE Primary School. After 22 years of outstanding service, our current Headteacher, Mrs Fiona Wyeth, will be retiring at the end of the summer term of 2026. We are seeking a dynamic, visionary and compassionate leader to build on the strong foundation she and her team have created.

This is an exciting opportunity to lead a forward-looking, warm and close-knit school community, to nurture the talents and aspirations of all our children, and to fulfil our shared vision of 'Excellence for All'.

We hope that this pack gives you a clear sense of what we value, where we are now, and the direction in which we will continue to grow. We warmly encourage you to come and visit the school in advance of applying, to see our children, staff and site in action.

Yours sincerely,

John Mitchell

Chair of Governors



About Overton CE Primary School

Overton Church of England Primary School is a vibrant, inclusive school at the heart of Overton's village community, welcoming children aged 4 to 11. Founded in 1847, we have a proud heritage and a strong partnership with Overton's parish church, St Mary's, and the Diocese of Winchester and Portsmouth, which enriches our daily life and underpins our Christian ethos.



Our vision, 'Excellence for All', is lived through our core Christian values of Love, Hope and Faith. We celebrate the uniqueness of every child, fostering a caring environment where all are nurtured and challenged to achieve their best. We are proud to be an inclusive school, welcoming children from all backgrounds.



The school accommodates around 400 children in 14 classes. The school's buildings, originally built in the 1960s, were modernised to the highest standard in 2018 and boast modern facilities including well-equipped classrooms, interactive technology, a music room, a community room, a children's kitchen and a well-resourced library. Our extensive grounds offer a playing field, playgrounds, woodland areas and dedicated outdoor spaces for Reception children.



We provide a broad, ambitious curriculum that inspires a love of learning, with high expectations for behaviour and achievement. Personal development and wellbeing are central, supported by initiatives like HeartSmart and our 'High Five' learning powers.



As well as the primary school, we have – in September 2025 – opened a nursery school for 3- to 4-year-old children in a brand-new building immediately adjacent to the primary school. With a capacity for up to 60 children in two classes, it has the potential to offer a place to all children preparing to join the primary school.



We collaborate with South Farnham Educational Trust for Initial Teacher Training and we are a Regional Delivery partner for the Early Career Framework programme for new teachers and their mentors.

Overton CE Primary School is a place where children are happy, safe and inspired to thrive – both in their learning and as valued members of our school family.



Why Join Our School?

Joining Overton CE Primary School means becoming part of a stimulating, supportive, and forward-thinking community that is passionate about every child's success. Our dedicated staff, engaged families and motivated pupils create an environment where everyone feels valued and inspired to achieve their best.

We are committed to professional growth and well-being, offering opportunities for collaboration, training and innovation. As a Church of England school, we celebrate our Christian values and strong links with St Mary's Church, embracing diversity and fostering a spirit of kindness and respect.



There is an exciting opportunity to grow the school in particular through embedding and fully integrating our newly opened nursery.

If you are looking to make a meaningful difference and be supported in your educational journey, Overton CE Primary School is the ideal place to thrive and lead.

Ofsted's March 2025 Inspection

In its March 2025 inspection, Ofsted rated the school as 'Good' in all areas, with an 'Outstanding' judgement for behaviour. Inspectors highlighted the school's inclusive ethos, the dedication of staff and the mature attitudes and excellent behaviour of pupils. The curriculum was described as strong and well-structured, with high-quality teaching and nurturing relationships between staff and children. Pastoral support was seen as a real strength, ensuring all children feel safe and supported. Governors were commended for their knowledge and commitment. Inspectors noted that pupils feel safe, bullying is rare and dealt with effectively, and the school community is ambitious and continually striving to improve.

Our Vision and Values

Overton CE Primary School's vision is 'Excellence for All.'

This vision is lived out through the core Christian values of Love, Hope and Faith, which are shared by staff, governors and children and underpin all aspects of school life.

The school is committed to nurturing and challenging every individual to be their best, fostering a caring and inclusive community where everyone is valued and listened to. Overton's ethos encourages children to develop as responsible citizens to care for each other, their community and the wider world.

The school welcomes children from all faiths and none, and its strong partnership with St Mary's Church enriches daily life and learning. Through these values, Overton CE Primary School aims to provide an education of the highest quality within a supportive, Christian context, helping every child to flourish.



Our Curriculum

Overton CE Primary School offers a broad, balanced and inclusive curriculum designed to inspire a love of learning and help every child reach their true potential. The curriculum celebrates each child's uniqueness and encourages both academic achievement and personal growth.

Our teaching combines high expectations with rich and vibrant learning experiences. The school places a strong emphasis on developing key skills, knowledge and values, while also nurturing creativity, curiosity and teamwork. Lessons are designed to be engaging and purposeful, with opportunities for collaborative learning, critical thinking and exploration both inside and outside the classroom. There is a strong emphasis on adaptation to meet the needs of children with requirement for additional support

Overton's approach is highly inclusive, ensuring that all pupils – regardless of background or ability – are supported and challenged to achieve their best. The school regularly enhances learning with special projects, trips and enrichment activities, making learning exciting and memorable. This approach helps children become confident, resilient and enthusiastic learners, well-prepared for the next stage of their education and life beyond school.



Our Children

We asked our children to write a letter to the new Headteacher...

Dear New Headteacher,

Hello! We are the children at Overton CE Primary School, and we are really excited to meet you. We wanted to tell you a bit about what makes our school special, and what kind of person we hope you will be.

We think our new Headteacher should be **kind, caring and respectful**. Someone who is **ready, respectful and safe**, and who has a **kind heart**. We'd like you to be **helpful, smiley and gentle** – not a shouty person! We think you should love children and know lots about teaching. Some of us said you should be **sporty**, maybe even **as fast as Spiderman**, with **shiny black shoes** and a **big smile**. We like people who are **fun, generous and loving** – and maybe someone who **likes Christmas** too!

To make our school a happy place, we think you could help everyone to be kind and follow the rules. We'd love you to make sure there's time for **lots of sports and play**, and maybe even a **bigger playground** or **climbing frame**. You could **plant more trees, bring flowers to make school beautiful**, and make learning really **fun and exciting**. Some of us thought you could even **buy some trains!**

We'd like you to **play games and sports with us, read with us** and **say hello at the gate in the mornings**. It would be brilliant if you could keep things like **Hot Chocolate Friday (with marshmallows!)**, **class treats** and **walk-to-school badges**. Please keep our lovely banner on the wall that the children made, and help us to **learn things we don't already know**. We think it's great when teachers make learning and tidying up into games too!

If we need help, we'd like you to **listen carefully, smile** and **ask what's wrong**. You could help us make new friends, help if someone gets hurt and fix things that are broken (or find someone who can). We also think a **worry box** is a good idea, so everyone feels safe to share how they feel.

Our school is a **kind, calm and happy place**. We love learning and having fun together. It's a **fighting-free, listening school**, and we all try to be **ready, respectful and safe**. We are proud of our school and want you to love it as much as we do.

We can't wait to meet you and show you what makes Overton CE Primary such a lovely, happy school.

With love and excitement,

The Children of Overton CE Primary School 🧡

Our Staff

Alongside our children, our strong team of staff are central to helping make Overton CE Primary School a special place to learn and to work.

Given the long and successful tenure of the existing Headteacher, staff are understandably curious about what comes next. Quickly building strong relationships with staff will be a key requirement for the successful candidate.

Here is a small summary of what our staff said they hoped for in their next Headteacher:

- 'Someone who will nurture a collaborative, supportive and transparent school culture. One where staff feel valued and empowered to do their best work'
- 'Someone who will put the children at the forefront of every decision'
- 'Someone who will 'protect' their staff's mental health and wellbeing at all costs'
- 'Someone who will maintain our positive team spirit and sense of purpose that makes our school such a great place to work and learn'

When asked what makes our school special, our staff were consistent in saying:

- The strong staff relationships and team spirit
- Excellent CPD opportunities and protected planning time
- A supportive leadership team, with an unbending focus on the children's needs

Our Community

We are proud to be part of such a strong and inclusive community. We asked parents, carers and guardians what they hoped for in their next Headteacher:

- 'Someone who is visible, approachable and actively present in the life of the school'
- 'Someone who prioritises wellbeing, physical activity and using the great outdoor space'
- 'A school community where every child feels valued, supported, and inspired to reach their potential.'
- 'Someone interested in all areas of the curriculum'
- 'A school that is inclusive to all children, giving learning opportunities to all and extending their learning where it is needed.'
- 'Someone who isn't afraid to make change, but is excellent at communicating'

When asked what makes our school special, they were consistent in saying:

- The school's caring atmosphere, strong pastoral care, and focus on the mental wellbeing of all
- The commitment and approachability of staff
- The sense of belonging and community involvement
- The school's facilities and wonderful grounds in the heart of a welcoming village

Are You Our Next Headteacher?

Are you an inspiring leader with a passion for shaping young minds?

We are looking for an inspiring and values-driven leader to join our vibrant school community, and make a lasting impact on the lives of our children.

As our Headteacher, you will:

- Provide visionary leadership and strategic direction.
- Champion excellence in teaching and learning.
- Inspire and support staff to deliver outstanding education.
- Work closely with parents, governors and the wider Overton community.
- Promote a positive, inclusive and aspirational school culture.

Year One Priorities

During the first year of employment, our new Headteacher will be expected to fulfil the following key priorities, as identified by the Governing Body in conjunction with the Hampshire Improvement and Advisory Service (HIAS):

- Develop a deep understanding of the school and the community it serves, developing strong partnerships with staff, parents, governors and the wider community
- Recruit and integrate the new Deputy Headteacher into the Leadership Team with clear roles and responsibilities
- Continue to embed adaptation across the curriculum to meet the needs of all learners
- Continue to market the Nursery provision to enable it to maximise outcomes for our youngest learners and to support the sustainability of our 2-form entry primary
- Embed the strong relationships with the local Church community, local schools (including Church of England schools) and Diocese

Job Description

The Headteachers' Standards form the basis of our Headteacher job description.

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

They will also fulfil the 10 Headteachers' Standards as specified in section 2 of Headteachers' Standards document, and as summarised below.



The Headteachers' Standards can be found in full at GOV.UK ([here](#)).

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.

The Headteacher is required to carry out their professional duties in accordance with the terms and conditions of the current School Teachers' Pay and Conditions Document and relevant employment legislation.

Purpose of the Role

The overall purpose of this role is to provide strategic leadership and professional management for the school, ensuring high-quality education and continuous improvement. The Headteacher will inspire and lead a culture of excellence, inclusion and ambition, securing the best outcomes for all pupils.

Salary Scale

The Governing Body have determined that this post should be paid on the 2020 Hampshire agreed pay scale. Overton CE Primary School is a Group 3 school. Governors have set the Individual Salary Range at L18 (£78,702) to L24* (£90,255).

Safeguarding

The Headteacher will be the Designated Safeguarding Lead (DSL) and is responsible for ensuring that all school and County child protection policies are adhered to, and that concerns are raised in accordance with these policies.

Equality and Inclusion

The Headteacher will uphold the principles of the Equality Act 2010, ensuring that policies and practices do not discriminate against any individual or group. The role holder will foster a school culture that values equality, diversity and inclusion, and that promotes mutual respect. The Headteacher will have overall accountability for ensuring that reasonable adjustments are made for pupils and staff, in accordance with prevailing legislation.

Health and Safety

The Headteacher will work in compliance with the school's Health and Safety policies, to ensure compliance with the Health and Safety at Work Act (1974). The role holder will ensure that compliance with Health and Safety procedures is observed at all times, under the provision of safe systems of work, and through a safe and healthy environment. This will include such information, training instruction and supervision as necessary to accomplish those goals.

Data Protection

The Headteacher will ensure compliance, at all times, with the requirements of the Data Protection Act 2018, including when working with computerised systems and personal data.

Personal Specification

Whilst the Headteachers' Standards underpin this role, we are clear and intentional about the profile of the Headteacher we are seeking for Overton CE Primary School.

The Personal Specification on the following pages sets out the profile of our ideal candidate. Successful applicants must be able to demonstrate a strong fit against these requirements during the selection process.

Requirement	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none"> • Inspiring - with a strong leadership presence, that fosters trust and confidence, whilst driving high performance • Child-centred - can work with children to enable progress, achievement and realisation of potential • Driven - energetic in the pursuit of excellence and driving the school towards delivering the highest expectations for our children • Authentic - approachable, caring and able to form constructive relationships • Adaptable - open to changing circumstances, new ideas and different ways of working • Brave - able to make reasoned and at times, difficult decisions, conveying these clearly and sensitively 	
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 • Successful track record of delivery as a Headteacher or proven transferable senior leadership experience, in a relevant role, within the education sector, delivering results through and with others • Evidence of own training or experience in developing a strong knowledge of meeting needs of complex learners • Proven experience of driving sustained school improvement across the Primary range, that results in improved outcomes for children and their families 	<ul style="list-style-type: none"> • National Professional Qualification for Headship • Evidence of significant and relevant continued professional development • Experience of opening a new provision • Nursery experience
Pupils, Staff and Stakeholders	<ul style="list-style-type: none"> • Evidence of ability to communicate effectively with all members of the school community, including staff, pupils and parents • Successful track record of using insights from the staff, pupil and parent voice to drive school evaluation and improvement • Ability to inspire sustainable high performance of staff, through coaching, development and feedback • Experience of establishing and sustaining an effective and inclusive behaviour policy and culture, built upon relationships and boundaries 	<ul style="list-style-type: none"> • Experience of developing new and innovative ways of communicating and engaging with school stakeholders • Evidence of developing deep and meaningful connections with the local community, for mutual benefit

	<ul style="list-style-type: none"> • Proven experience of networking with other schools, teaching schools, LA, Diocese and senior leaders, to drive school improvement 	
Safeguarding	<ul style="list-style-type: none"> • Experience of developing and supporting a strong safeguarding culture within a school, with up-to-date knowledge of safeguarding requirements and current legislation • Experience as a Designated Safeguarding Lead (DSL) or Deputy DSL, with an understanding of working with children's services • Delivering effective strategies for raising attendance and addressing challenging behaviour • Proven track-record of supporting the most vulnerable children and families in the community • Ability to build a strong connection with safeguarding governor 	<ul style="list-style-type: none"> • Experience of safer recruitment policy and practice
Leadership and Management	<ul style="list-style-type: none"> • Ability to articulate and implement an inspirational vision for the ongoing growth and development of a school • Proven leadership approach that motivates, empowers and inspires results through others. • Experience of delivering effective performance management and appraisal, including the ability to hold others to account • Successful appointment, training and induction of new staff • Ability to use a range of tools to monitor and evaluate a range of school provision, supporting school improvement • Experience of working well with governors 	<ul style="list-style-type: none"> • Has been a member of a Governing Body, working in partnership to ensure statutory responsibilities are met, and to enable effective Governance • Entrepreneurial outlook, with evidence of securing additional school income streams through non-conventional routes • Knowledge or working within a Teaching School environment
Christian Values	<ul style="list-style-type: none"> • Strong understanding of the role of the Christian ethos in education, including how it shapes curriculum, pastoral care and community life • Commitment to upholding and promoting the school's Christian foundation, ensuring it informs behaviour policies, relationships and leadership decisions • Experience of fostering a spiritually nurturing environment where pupils explore faith, moral development and collective worship in an inclusive way • Willing to lead collective worship • Able to foster a strong connection with foundation governors 	<ul style="list-style-type: none"> • Familiarity with SIAMS operation • Experience of working in a church school
Managing the Organisation	<ul style="list-style-type: none"> • Recent evidence of strong leadership in the navigation of significant change in the school environment • Proven ability and strategic approach to managing a healthy budget 	<ul style="list-style-type: none"> • Knowledge and experience of different school models and structures • Grants applications knowledge

Teaching, Learning and Assessment	<ul style="list-style-type: none"> • Experience and knowledge of delivering and assessing highly inclusive, quality teaching in the primary phase • Ability to articulate and role model highly effective adaptive teaching and learning within the classroom so that all pupil groups achieve • Track record of achieving high standards, as reflected through all pupil outcomes • Substantial evidence of improving the attainment of all groups of children, including SEND, disadvantaged and vulnerable groups • Proven ability to use data to drive school improvement in teaching, learning and assessment • Comprehensive knowledge of the Primary curriculum and related best practices • Designing and delivering a high-quality and effective curriculum across the whole primary range 	<ul style="list-style-type: none"> • Experience of engaging effectively with research, other schools and/or agencies to impact positively on the outcomes for children and their families
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Important Information

Diversity and Inclusion

We are a proudly inclusive school and as such, positively welcome applicants from all backgrounds.

All applicants will be required to complete an Equality Monitoring form. Should you require reasonable adjustments to support your application please let us know.

Safeguarding and Safer Recruitment

Overton CE Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We 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

Overton CE Primary 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 Hampshire 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 website for further details on our privacy notice and Data Protection Policy.

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

How to apply

You are strongly encouraged to visit us at the school where you will be warmly welcomed on one of these days:.

Thursday January 8th 2026

Friday January 9th 2026

Thursday January 15th 2026

Thursday January 22nd 2026

Please contact the school to arrange a visit adminoffice@overton.hants.sch.uk,

Candidates should complete the application form and return it via email so that it is received no later than noon on Monday February 9th 2026 to htrecruitment@hants.gov.uk.

You should provide a full statement in support of your application, which should not exceed two sides of A4 paper. Please do not restate the factual details already included elsewhere on the application form.

The shortlist will be drawn up on Thursday 12th February 2026 and the selection process will take place on Thursday 26th February and Friday 27th February 2026. Further details will be sent to those candidates called for interview. Applicants will be advised within 3 working days after the shortlisting date whether they have been successful or not. Failure to send your application form to the above email address may invalidate your application.

Applicants will be required to complete an Equality Monitoring form.

Applications are acknowledged within 2 working days of receipt. If you do not receive an acknowledgement within this time, please contact the Recruitment Team immediately at htrecruitment@hants.gov.uk.

Overton CE Primary School is 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 & Barring checks along with other relevant employment checks.

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 provide strategic 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:

Sue Bowen

Church Schools Advisor

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.



Working in Hampshire

Choosing to teach in Hampshire may be the best move you can make. As one of the largest authorities in the country, we can offer an unrivalled diversity in teaching opportunities; from the challenges of the urban and city school through to the rural primary which will provide a vibrant environment for development and promotion.

Hampshire schools are encouraged to operate and develop in a way which serves their local community, reflecting the cultural diversity the county has to offer. We feel this is best achieved through local management, with the Local Authority providing a supporting role wherever needed.

The county of Hampshire has over 170,000 school-age children in approximately 438 primary, 71 secondary and 26 special schools and other provisions. Whilst the majority are community schools, the LA has forged strong partnerships with Diocesan Bodies, and seeks to maintain the provision of places in Church schools. The county has 26 special schools, with an additional 42 units in mainstream schools, providing education and support for children with moderate, severe or complex learning difficulties, physical and sensory disabilities, and emotional and behavioural issues.

Hampshire's 'Early Admission' policy allows children to start school at the beginning of the school year in which they are five years old. At the other end of the age range, Hampshire was one of the first authorities in the country to establish a joint agreement on the 14-19 education of all students with the Local Skills Council.

With the County Office in Winchester, Hampshire Authority has an established network of advisors which provides a responsive and flexible service to the schools in their respective areas. There is also a strong ethos for collaboration and liaison, with regular meetings of Head teachers in phase, cluster and area groupings, aimed at maintaining a policy of communication and cooperation with the LA and between schools.

In Hampshire, we pride ourselves on providing first-class learning opportunities for our teachers both internally and with outside course providers. For new Head teachers, in partnership with governors, the LA operates a structured induction development programme which also helps develop close working relationships with other Head teachers and LA colleagues.

Hampshire's most recent Annual Performance Assessment confirmed that we are an Authority that provides excellent education and has an excellent capacity for further improvement. We are continually looking for innovative ways of improving standards in our schools, which can only be achieved through a commitment to our staff.

To find out more about Hampshire and what it has to offer, visit our website at www.hants.gov.uk.

Hampshire has a lot to offer. We hope you will join us!