



Appointment of Assistant Headteacher

September 2026

Giving Citizens
Resilient Learners
Original Thinkers
Wise Workers

Closing date: 9am Thursday 16th April 2026

Interview date: Monday 27th April 2026

Padnell Infant School

Padnell Avenue
Waterlooville
Hampshire
PO8 8DS



Telephone: (023) 9226 3784
E-mail: admin@padnell-inf.hants.sch.uk
Website: www.padnell-inf.hants.sch.uk

11th March 2026

Dear Applicant,

Thank you for your interest in the post of Assistant Headteacher at Padnell Infant School. We are a large three-form entry, infant school set in Cowplain, just outside Waterlooville, with a strong reputation for nurturing "Giving Citizens, Resilient Learners, Original Thinkers and Wise Workers."

Padnell Infant School is seeking an inspirational and dedicated Assistant Headteacher to join our warm, community-centred school and help lead the next exciting chapter of our journey. We are looking for a skilled leader who can champion high-quality teaching and learning, while building positive relationships which support, challenge and continue to develop our committed staff team.

This pivotal role offers an exciting opportunity to make a significant impact across the whole school, working closely with the Headteacher to ensure every child enjoys the very best start to their education and develops a love of learning.

If you have any further questions about the role, please do not hesitate to contact me. We look forward to sharing with you how we 'GROW' at Padnell Infants!

Yours sincerely,

Mrs Mandy Grayson
Headteacher

Mrs Paula Young
Headteacher (from September)

Padnell Infant School



Job Description: Assistant Headteacher (0.6)

Core purpose

- To work alongside the newly appointed Headteacher, supporting the delivery of:
 - the school's vision and values.
 - a clear, progressive strategic direction for the school which empowers both children and staff.
 - a high-quality and engaging curriculum that fosters a love of learning and secures the best outcomes for all children, ensuring they develop the essential foundational skills needed for future success.
- To continue to develop and sustain a strong, cohesive, motivated and reflective team.
- To foster a collaborative culture where excellence is the shared expectation.

Leadership Responsibilities

As Assistant Headteacher, you will play a central role in shaping the strategic direction of Padnell Infant School and ensuring the highest standards across all aspects of school life.

Working closely with the Headteacher, you will:

- Join a highly effective Senior Leadership Team that is focussed on driving continuous school improvement.
- Build strong, positive working relationships with staff, governors and—most importantly—our children.
- Maintain close links with parents and carers, ensuring they are well informed and engaged in their child's learning journey.
- Undertake annual appraisals agreeing targets linked to priorities in the School Improvement Plan.
- Lead, monitor and evaluate whole-school improvement priorities, ensuring clear accountability and measurable impact, while holding others to account with professionalism, sensitivity and a commitment to continuous improvement.
- Support and manage change in a way that promotes collaboration, reflection and high expectations.
- Analyse school data alongside quality of teaching to identify strengths and areas for improvement, using this to set strategic direction and improve pupil outcomes.

Behaviour, safeguarding and ethos

- Champion a calm, safe and respectful learning environment underpinned by clear systems and consistent expectations that enable every child to thrive.
- Serve as a Deputy Designated Safeguarding Lead (DDSL), working alongside the DSL and safeguarding team to ensure effective implementation of safeguarding and the welfare of all children.
- Uphold the schools' values, promoting our 'GROW' values at every opportunity.

Teaching and Learning Responsibilities

As Assistant Headteacher, you will champion high-quality teaching and learning across the school, helping to secure excellent pupil outcomes.

Working closely with the Headteacher, you will:

- Model exemplary practice that supports high-quality teaching and learning in both EYFS and KS1, enabling staff to refine pedagogy and ensuring strong progress and high-quality outcomes for all pupils, especially those within vulnerable groups.
- Lead staff development activities and guide aspects of professional development, building capacity.
- Provide tailored coaching and mentoring that empowers staff to grow in confidence, develop their expertise and embed consistent, high-quality practice, leading to lasting whole-school improvement.
- Monitor and evaluate the effectiveness of provision through observations, work sampling, learning walks and analysis of pupil data, with particular attention to vulnerable groups.
- Support teachers in interpreting and using assessment information effectively to plan responsive teaching, close learning gaps and raise pupil attainment.
- Take responsibility for your own professional development, engaging with current research and educational thinking.

Operational Responsibilities

- Contribute and actively engage wholeheartedly to the wider life of the school, being a visible leader and a positive, trusted ambassador for our school community.
- Develop and maintain positive relationships with parents and carers, promoting constructive partnership and engagement across the school community.
- Continue to develop whole school community links, increasing opportunities to engage and liaise with stakeholders.

What we have to offer

Padnell Infants is a three-form-entry school based in the heart of Cowplain. We also serve the community of Waterloo and enjoy a very positive reputation in our area. Our latest Ofsted report in 2023 affirmed that Padnell is a good school with many impressive features. We are a community-centred school, full of committed and dedicated staff who keep the child firmly at the centre of all they do. At Padnell, we believe that learning should be engaging, inclusive and meaningful.

Our **GROW** values underpin everything we do, nurturing children to become:

- **Giving Citizens** – caring, thoughtful members of their community
- **Resilient Learners** – confident in facing challenges
- **Original Thinkers** – creative and curious problem-solvers
- **Wise Workers** – reflective, hardworking, and proud of their achievements

At Padnell Infants, we have a well-established curriculum that enriches children's learning and fosters a love of discovery. We pride ourselves on offering a broad range of experiences and teaching methods to ensure accessibility and engagement for every child.

The introduction of Arbor over the last few years has strengthened our ability to analyse pupil participation and progress across the curriculum, enabling staff to adapt teaching and resources to maximise impact. We are also very fortunate to have an area affectionately known as **Joey's Field** within our school grounds, where weekly Forest School sessions take place, led by a member of staff.

What we are looking for

- A flexible, innovative and solution focused individual who leads with honesty and integrity.
- A proactive and reflective lifelong learner who is committed to continuous improvement, engaging with current research and using this to inform strategic decision-making.
- An individual with an unwavering belief that every child can thrive and achieve, ensuring that the needs of the children consistently drive of all decision-making.