

Riverside Community Special School



Candidate Pack

Letter from Co Chairs of Governors



Headteacher Role

Closing Date: 24 June 2025

Interview Date(s): 16/17 July 2025

Job Start Date: January 2026

Contract/Hours: Permanent

Salary Type: Leadership scale

Salary Details: L18 – 24 £74,926 - £86,783

Hours of Work: Full time

Location of Role: Riverside Special School

Contact e-mail address: htrecruitment@hants.gov.uk

Dear Candidate

Thank you for your interest in the post of Headteacher at Riverside School. We hope this pack provides you with the information you need about the school and the community you would be working with if you join us. We are looking for someone who is passionate about finding ways for children with SEND to thrive, who is good at recognising and nurturing the talents of our staff team and is looking to build a good school into an excellent one. In June 2023 Ofsted judged early years provision, behaviour and attitudes and personal development to be outstanding. We need to maintain those standards and work to develop the good areas to reach the same level. For any school there will always be opportunities for improvement, and we seek an ambitious leader who will enjoy the challenge of finding them.

We are a relatively new team of governors, three of us being experienced in governance but only beginning to learn about Riverside, two knowing Riverside well as parents but new to governance and three long standing members. We have valued the work of our current headteacher and are sorry to see her leave for pastures new. Nevertheless, we look forward to growing with our new headteacher, supporting their development and wellbeing and contributing to their thinking about how our school can get even better.

We would encourage you to visit the school on 11 June 1.30 – 3.30pm or 13 June 10 -12pm, where you will have the opportunity to tour the school and meet with some members of the Governing Body. Please contact adminoffice@riverside.hants.sch.uk to make an appointment. We look forward to receiving your application.

Martin Race and Hazel Round

Co-Chairs of Governors

Information about Riverside

Riverside is a primary school for pupils who have special educational needs, including those with social and communication difficulties, autism, speech and language difficulties, and learning difficulties. The school currently has places for 149 pupils spread across our 14 classes – Year R to Year 6. One of our Reception classes (Ladybirds) is based on the Mill Hill School site and is run as a satellite provision.

Staff work hard to ensure that all pupils flourish during their time at Riverside. Pupils' wellbeing and mental health is prioritised by providing a learning environment where they feel safe and happy. Each day, our pupils spend lots of time learning in different ways and in lots of different areas on the school grounds. The school provides a communication rich environment, using Makaton, visuals, prompts, choice boards and alternative augmentative systems. The curriculum is tailored to meet our pupils' needs and learning experiences are unique for our different pupil groups.



Ladybirds based at
Mill Hill

Information about Riverside



What Ofsted says about Riverside:

Pupils are happy and safe at this inclusive school. A sense of respect and kindness pervades. Pupils treat everyone at school with consideration and encourage each other to do their best. Pupils' relationships with adults in the school are excellent. Staff know and nurture the needs of pupils very well. Pupils trust staff and know that they want the best for them.

Leaders' work on pupils' personal development is exceptional.

Staff are proud to work at this school and are inspired by the vision of leaders

Teachers lead meetings well to review pupils' education, health and care plans. They work effectively with parents to set and monitor precise interim targets for pupils each term.

Achieve, Belong, Celebrate



At Riverside School:

- We work together as a motivated and dedicated team to make a difference to our children, families and community.
- By placing wellbeing at the centre of all that we do, pupils are taught to manage their differences and flourish as individuals
- We provide a wide ranging and meaningful curriculum with an emphasis on communication and language skills
- Celebrating our achievements is really important to us.
- Governors act as critical partners, working with us to create the forward momentum for this outstanding school.



Flourish with Riverside



School Values

What the community says about Riverside

I had a great experience at Riverside. the teachers always made me feel good and I was sad to leave (Previous pupil)

Riverside is a like a home from home, staff know families and children by their name
(Parent of pupil)

**Staff do not have favourites - we are all equal in their eyes – I love that!
(Current pupil)**

What it means to be a maintained school in Hampshire



Hampshire
County Council

Headteachers in maintained special schools in Hampshire have access to information, advice and guidance to support ongoing school improvement. Every maintained school has an allocated Lead Learning Partner (LLP). This is someone who gets to know the school and visits on a termly basis to focus on school improvement and provide supportive challenge and advice. The LLP is a key point of contact who can support the headteacher where there are challenges which arise.

All maintained schools benefit from new headteacher induction and support. This provides access to school improvement managers and a headteacher mentor to enable the transition to a new headship be as smooth as possible. Alongside this, maintained schools have regular access to Local Authority (LA) officers and updates from their area of service.

The service level agreement which enables maintained school to access training, support, more bespoke support and access to personnel and financial services provides access at a reduced cost. These services can then be accessed and commissioned as required.

Riverside key improvement activities 2024 - 2025

- To ensure the classroom planning, activities and outcomes are of the highest quality, leading to outstanding outcomes and progress for all learners
- To review and further develop a meaningful and purposeful curriculum in co-development with stakeholders
- Promote continuous improvement in raising core standards of literacy, mathematics and PSHE so that everyone can achieve outcomes which enable positive participation in their community
- Review and implement the Computing and Online Safety Curriculum and policy to support in school, home and the community
- Prioritise the emotional, mental and physical wellbeing of pupils, staff and parents ensuring each person is heard and has access to pathways of support
- To ensure school attendance is championed by the whole school community
- Seek to extend our offer of home support and work in partnerships with parents to bring best practice and wellbeing into the home
- To work with local partners and providers to provide pupils with an understanding and appreciation of their local and wider communities
- To work strategically with the local authority
- Develop the breadth and expertise of the Governing Body to further support the work of the school

Job description and person specification

Group Size: 5

Pay Range: L18-L24

Responsible to: The Governing Body

Main Purposes of the job:

- To carry out the duties set out in the School Teachers' Pay and Conditions Document for Headteachers.
- To promote and model Riverside's values and successfully implement and adhere to the Governing Body's policies in line with the Local Authority's Scheme of Delegation.
- To ensure the resources at Riverside are successfully utilised to create learning environments that enable children to thrive and to achieve.
- To provide professional leadership for the school which ensures high quality education which inspires and motivates its pupils.
- Through personable and visible leadership maintain effective working relationships with all stakeholders.
- To be responsible for the leadership, internal organisation, management and control of the school.
- To maintain a safe and caring environment which safeguards the welfare of all pupils and staff.
- To ensure the school fulfils its statutory duties.

Main tasks

School culture

The headteacher will:

- sustain and enhance the school's ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.
- foster a culture where pupils experience a positive and enriching school life which prepares them for their next phase of education.
- promote positive and inclusive relationships through high expectations and consistency of approach.
- ensure a culture where all strive for excellence.

Teaching

The headteacher will:

- sustain high-quality, expert, evidence-informed teaching across the school.
- Ensure all staff receive effective performance management.

Curriculum and assessment

The headteacher will:

- Ensure a broad, structured and coherent curriculum entitlement which sets out the knowledge, skills and values that will be taught.
- Establish effective curricular leadership, developing subject leaders with high levels of relevant expertise.
- Ensure that a culture of reading is created and valued.
- Ensure valid, reliable and proportionate approaches are used when assessing pupils' knowledge and understanding of the curriculum.
- Ensure teaching and curriculum approaches are in line with best practice and the specific needs of each child.

Organisational management

The headteacher will:

- 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 and adherence to governing body and Local Authority requirements
- 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.
- Understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility.

Continuous school improvement

The headteacher will:

- Work collaboratively with the governing body and school staff to identify priority areas for school improvement.
- Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

Criteria	Essential	Desirable
Qualifications and training		
Qualified teacher status	Yes	
Degree	Yes	
Relevant postgraduate qualification		Yes
Senior Leadership Development (e.g., National professional qualification for headship (NPQH))		Yes
Up to date safeguarding training (e.g., DSL and safer recruitment training)	Yes	
Experience		
Successful senior leadership and management experience	Yes	
Teaching experience in a range of SEND contexts		Yes
Leadership of an aspect of whole school improvement	Yes	
Demonstrable experience of successful management of staff and staff development		Yes
Demonstrable experience of partnership working	Yes	

Criteria	Essential	Desirable
Professional knowledge		
Previous experience of being a Designated Safeguarding Lead or deputy	Yes	
Up to date knowledge of Keeping Children Safe in Education and ability to develop a whole school culture around safeguarding	Yes	
Understanding of careful curriculum planning, teaching and learning and supporting others in developing	Yes	
Knowledge of effective governance and how to engage constructively in processes		Yes
Personal qualities		
A commitment to securing positive outcomes for all pupils and promoting the ethos and values of the school	Yes	
Ability to ensure positive working relationships	Yes	
Commitment to equality and inclusion	Yes	
Ability to work under pressure and prioritise effectively	Yes	
Commitment to working in partnership with Governing body, parents, carers, the community, the local authority, and other partners	Yes	

Thank you for your interest in the role of Headteacher at Riverside. We hope this pack has been helpful in telling you a little about our amazing school. We very much hope to have the opportunity to meet you in the very near future.

