

# Cliddesden Primary School



## Headteacher Information Pack



## A letter from the Governors

Why Cliddesden?

School vision

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## A letter from the Governors

### Welcome to Cliddesden Primary School

Dear potential future Headteacher of our school,

Thank you for your interest in the role of Headteacher at Cliddesden Primary School. The governors and I hope this information pack gives you a clear sense of our school and helps you decide whether this could be the right next step for you.

Our current Headteacher, Mr Kenneth Davis, will be retiring after 11 years of outstanding leadership. We are immensely grateful for his contribution and wish him a long and happy retirement. As we look ahead, the governing body is committed to appointing the right leader - someone who values our ethos, understands our culture, and can lead and inspire the school into its next chapter.

Cliddesden Primary School is rooted in strong personal values that support children to grow, develop, and leave us well prepared to thrive. Our vision is to provide an exceptional education through a rich and varied curriculum, within a safe and inclusive environment. We want our pupils to reach their full potential, exceed national expectations, and develop a lifelong love of learning.

Serving the village of Cliddesden, the neighbouring villages, and the wider Basingstoke and Deane area, the school enjoys a unique rural setting, surrounded by farmland and set on a hill with far-reaching views.

Due to the size of the school, the Headteacher role is necessarily hands-on, but it is well supported by an experienced and dedicated staff team, a supportive governing body, an engaged parent community, and a committed Friends Association.

We are seeking a leader who can refine and clearly articulate our vision, strengthen links with the wider community, and champion the school's many successes. You will also play a key role in developing a financially sustainable strategy to secure the school's long-term future.

If this opportunity interests you, we would be delighted to hear from you. We strongly encourage prospective candidates to visit the school and meet our children, staff, and governors. To arrange a visit, please contact Mrs Hayley Monckton-Smith, Administration Officer, on 01256 321571 or via email at [adminoffice@cliddesden.hants.sch.uk](mailto:adminoffice@cliddesden.hants.sch.uk).

Yours sincerely,

David Turnbull  
Chair of Governors



A letter from the Governors

### Why Cliddesden?

School vision

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Why Cliddesden?

- ✓ Cliddesden is a village school with strong local roots and offers the opportunity to be a headteacher who is visible and influential within the community.
- ✓ Cliddesden is in a stable, positive position with good foundations in teaching and learning, and a place where a new headteacher can shape the next stage of development to leave a meaningful legacy.
- ✓ The school's beautiful rural setting enables a curriculum that values outdoor learning and wellbeing. For a headteacher who believes education should be broader than outcomes alone, we offer the space to lead in this way.
- ✓ You'll inherit a dedicated team who care deeply about the children in a setting where staff value professional dialogue, stability and clear leadership.

In summary – Cliddesden is a school where a headteacher can lead with integrity, know their impact on the whole school community and enjoy the privilege of making a real difference - every single day.



### Key facts:

Number on roll: 102

Classes: 4

Staff: 22

Governors: 10

### Finance 2024/2025:

Total income: £789k

Total expenditure: £800k

In-year surplus/deficit: (£11k)

Accumulated carry-forward: £37k



[A letter from the Governors](#)

[Why Cliddesden?](#)  
[School values](#)

[Ofsted](#)  
[Living in Cliddesden](#)

[Voice of our children](#)

[Job description](#)  
[Key focus areas](#)  
[Person specification](#)

[Application procedure](#)  
[Safer recruitment](#)  
[Education in Hampshire](#)

## School values

At Cliddesden Primary School we work together as a community to provide a happy, secure, supportive and stimulating environment where every child is encouraged to achieve to the absolute best of their ability whilst retaining a love of learning that will stay with them into their adult lives.

### Our school values

#### **Aspiration**

We want to do our best and aspire to great things for our futures.

#### **Teamwork**

We are all individuals but also part of a team. We have many opportunities to work together and co-operation is key.

#### **Resilience**

We persevere no matter how difficult the task is. We hold the view that the harder you try, the better you get.

#### **Responsibility**

We are all responsible for our learning and keeping our school a safe and happy place to be.

#### **Kindness**

*"No act of kindness, however small, is ever wasted."* - Aesop

#### **Respect and Harmony**

Everyone deserves respect and should be treated with dignity. We promote this value within and outside our school. We celebrate diversity. We may have different opinions and beliefs but should always respect our differences.

#### **Honesty**

Be honest at all times no matter what has happened. Remember that honesty brings trust.





A letter from the Governors

Why Cliddesden?

School values

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Ofsted

Our school was judged as being strongly **Good** overall in the latest Ofsted inspection (November 2021).

“Pupils at Cliddesden Primary School are **proud and happy learners**. They **love their school** and enjoy its **family feel**.”

“Everyone is **included** and **kept safe** at Cliddesden.”

“Leaders have developed a curriculum that is **ambitious and broad**. Pupils gain an **impressive body of knowledge** in a **wide range of subjects**.”

“Pupils throughout the school read well because leaders have placed **reading at the heart of the curriculum**.”

“The constant review of pupils' **SEND provision and support** is a **strength** of the school.”



A letter from the Governors

Why Cliddesden?

School values

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Living in Cliddesden

Cliddesden is a **small, historic Hampshire village** set amidst gently rolling countryside to the south-west of Basingstoke. Surrounded by open fields and woodland, the village offers a **peaceful rural setting** while remaining well connected to nearby towns and transport links.

The village lies just a few miles from Basingstoke, providing easy access to mainline rail services to London and the South West, as well as a wide range of shopping, leisure and cultural amenities. The nearby A339 and M3 ensure good road connections, making Cliddesden an attractive location for those seeking the **balance of village life with urban accessibility**.

At the heart of the village is a **strong sense of community**. Cliddesden is home to a historic church, a well-used village hall and an active parish life, with **regular events that bring residents together across generations**. The surrounding countryside offers opportunities for walking, outdoor learning and engagement with the natural environment, which strongly complements the ethos of the school.

Cliddesden is a **welcoming and close-knit community that values its school highly**. Families are proud of their village and committed to supporting local life, making it a rewarding and supportive environment in which to live and work.





A letter from the Governors

School information

School values

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Voice of our children

We asked our children what they want from a Headteacher. Here are some of the responses.

Helps us try again

Knows our names

Makes school feel safe

Makes learning fun

Believes we can do well

Stands up for us

Helps when we get stuck

Smiles and says hello

Fair, even when it is hard

Kind to everyone

Proud of our school

Listens to us



A letter from the Governors

Why Cliddesden?

School values

Ofsted

Living in Cliddesden

Voice of our children

### Job description

Key focus areas

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Job Description

### Cliddesden Primary School Headteacher

#### SUMMARY JOB DESCRIPTION

**Job title:** Headteacher

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. Governors have set the Individual Salary Range at L11 – L17 (£66,368 - £76,772).

**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.

**Responsible to:** The Governing Body of Cliddesden Primary School.

#### Key Responsibilities

**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.

**National Standards Headteachers (2020):** The Headteachers' Standards form the basis of our Headteacher job description. They can be found at Headteachers' Standards 2020 on GOV.UK



A letter from the Governors

Why Cliddesden?

School values

Ofsted

Living in Cliddesden

Voice of our children

Job description

**Key focus areas**

Person specification

Application procedure

Safer recruitment

Education in Hampshire

## Key focus areas

### Focus areas for our new headteacher

We have identified the following focus areas for our Headteacher during the next part of our journey.

These focus areas will be subject to review after appointment with the Governing Body and Local Authority Leadership and Learning Partner to ensure that they remain the priorities for action.

---

**1. Articulate a clear vision and strategic direction which is communicated to all stakeholders including the school and local community.**

---

*What kind of school would you be proud to lead — and how would you bring others with you?*

---

**2. Promote the school more widely and celebrate our successes.**

---

*What opportunities would you seize to raise Cliddesden's profile locally and beyond?*

---

**3. Ensure every child experiences high quality provision and makes good progress in our school.**

---

*How do you balance ambition, inclusion, and wellbeing in your approach to standards?*

---

**4. Work with relevant stakeholders to develop a strategy that's financially sustainable while meeting the school's academic aspirations.**

---

*How would you align financial decisions with educational priorities?*



A letter from the Governors

Why Cliddesden?  
School values  
Ofsted  
Living in Cliddesden

Voice of our children

Job description  
Key focus areas  
**Person specification**

Application procedure  
Safer recruitment  
Education in Hampshire

## Person specification

Your application should refer to consideration of the relevant experiences, achievements and skills identified as A (application) in the bullets below, and the key focus areas described above.

| Requirement                        | Essential   | Desirable  | Evidence sought in application (A), reference (R) or interview (I) |
|------------------------------------|---|--|--|
| <b>Professional qualifications</b> | Qualified teacher status.<br><br>Evidence of significant and relevant further professional training and continuing professional development.  | Has, or is working towards a National Professional Qualification for Headship, or similar.       | A<br><br>A, I  |
| <b>Experience</b>                  | Has significant senior leadership experience in primary education.<br><br>Experience of establishing and sustaining a school's vision, ethos and strategic direction in partnership with those responsible for governance and through consultation with the school community.<br><br>Has a proven track record of successfully managing change.<br><br>Can demonstrate experience of making reasoned judgements and taking difficult decisions, conveying required outcomes clearly, positively and with sensitivity to a range of audiences. | Has recent deputy or assistant headteacher experience.<br><br>A, I, R<br><br>A, I, R<br><br>I, R | A<br><br>A, I, R<br><br>A, I, R<br><br>I, R                        |
|                                    | Experience and understanding of ensuring the protection and safety of pupils and staff through effective approaches to safeguarding as part of the duty of care.  |  | A, I, R  |
|                                    | Understand and welcome the role of effective governance upholding their obligation to give account and accept responsibility.   |  | I  |



A letter from the Governors

Why Cliddesden?  
School values  
Ofsted  
Living in Cliddesden

Voice of our children

Job description  
Key focus areas  
Person specification

Application procedure  
Safer recruitment  
Education in Hampshire

## Person specification

| Requirement  | Essential  | Desirable  | Evidence sought in application (A), reference (R) or interview (I)     |
|--|--|--|--|
| <b>Teaching, learning and curriculum development</b> | <p>Experience of evaluating reviewing and developing a broad, structured and coherent curriculum entitlement which sets out the knowledge that will be taught.</p> <p>Experience of ensuring effective use is made of formative and summative assessment across the whole curriculum offer.</p> <p>Experience of sustaining high-quality, expert teaching across all subjects and phases, building on an evidence-informed understanding of effective teaching and how pupils learn.</p> <p>Upholds ambitious educational standards which prepare pupils from all backgrounds including those with additional and special educational needs and disabilities, for their next phase of education and life.</p> <p>Experience of ensuring that staff know and understand their professional responsibilities and are held to account.</p> <p>Has experience of leading successful school improvement and can demonstrate how this has impacted on pupil achievement.</p> | <p>Experience of establishing effective curricular leadership, developing subject leaders with high levels of relevant expertise and accountability.</p> | A, I<br><br>I<br><br>A, I<br><br>A, I<br><br>I, R<br><br>A, I<br><br>I |
| <b>Shaping the future</b>                            | <p>Has experience of developing appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.</p>   |  |  |
| <b>Self development and working with staff</b>       | <p>Previous line management experience.</p> <p>Able to manage own workload and that of others, to maintain an appropriate work/life balance.</p>   | <p>Experience of working successfully with other schools and organizations in a climate of mutual challenge and support.</p>                             | I, R<br><br>A  |
|  | <p>Experience of ensuring staff have access to high-quality, sustained professional development opportunities, aligned to the priorities of the school.</p>  | <p>Has experience of delegating appropriately whilst maintaining oversight</p>   | I  |



## A letter from the Governors

Why Cliddesden?

School values

Ofsted

Living in Cliddesden

Voice of our children

Job description

Key focus areas

**Person specification**

Application procedure

Safer recruitment

Education in Hampshire

## Person specification

| Requirement                           | Essential  | Desirable   | Evidence sought in application (A), reference (R) or interview (I) |
|---------------------------------------|--|---|--|
| <b>Managing the organisation</b>      | <p>Experience of establishing and sustaining high expectations of behaviour for all pupils, built upon core values, relationships and rules and routines, which are understood clearly by all staff, parents, carers and pupils.</p> <p>Can ensure the school works effectively in partnership with parents, carers and professionals, providing support and adaptation where appropriate.</p> <p>Experience of celebrating the achievements of all learners; establishes and maintains a culture of well-being and enjoyment.</p> |   | I, R   |
|                                       | <p>Experience of effectively managing financial resources.</p>   | <p>An understanding of how to prioritize and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.</p> | A, I, R  |
| <b>Personal skills and attributes</b> | <p>Has a passion for learning; recognises themselves as a learner who needs a team approach for success.</p> <p>Approachable and caring with strong listening skills and has a high level of commitment to our school.</p> <p>Has a presence that inspires confidence and trust, and an ability and willingness to delegate.</p>   |   | A, I   |
|                                       | <p>Energetic in pursuit of excellence and driving the school to meet challenging targets.</p>  |   | I, R   |
|                                       | <p>Can intuitively relate to children's needs and respond in a way that is appropriate to the child's individual personality and situation.</p>  |   | I, R   |
|                                       | <p>Is emotionally intelligent and can give examples of using effective support mechanisms in challenging times.</p>  |   | I, R   |
|                                       | <p>Demonstrates emotional self-awareness and reflects on the impact of their behaviour on those around them.</p>   |   | I  |
|                                       | <p>Understands when and where to seek support for personal and professional development.</p>   |   | I  |



A letter from the Governors

Why Cliddesden?  
School values  
Ofsted  
Living in Cliddesden

Voice of our children

Job description  
Key focus areas  
Person specification

**Application procedure**  
Safer recruitment  
Education in Hampshire

## Application procedure

Candidates should complete the application form and return it via email so that it is received no later than noon on 23 February 2026.

E-mail address: [htrecruitment@hants.gov.uk](mailto: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.

### **Selection procedure:**

The shortlist will be drawn up on 26<sup>th</sup> February 2026 and the selection process will take place on 9<sup>th</sup> and 10<sup>th</sup> March 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.

### **Equality monitoring:**

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

### **Receipt of application:**

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](mailto:htrecruitment@hants.gov.uk)

### **At a glance:**

Application deadline: 23<sup>rd</sup> February 2026.

Shortlisting: 26<sup>th</sup> February 2026.

Interviews: 9<sup>th</sup> and 10<sup>th</sup> March 2026.

To start: September 2026.

Pay scale: L11 - L17 (£66,368 - £76,772)

School visits can be arranged by calling (01256) 321571 or via email at [adminoffice@cliddesden.hants.sch.uk](mailto:adminoffice@cliddesden.hants.sch.uk)



A letter from the Governors

Why Cliddesden?  
School values  
Ofsted  
Living in Cliddesden

Voice of our children

Job description  
Key focus areas  
Person specification

Application procedure  
**Safer recruitment**  
Education in Hampshire

## Safer recruitment

Cliddesden 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 including online searches as part of our due diligence.

### 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 within the School.

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 our privacy notice and data protection policy.



## A letter from the Governors

Why Cliddesden?  
School values  
Ofsted  
Living in Cliddesden

Voice of our children  
Job description  
Key focus areas  
Person specification

Application procedure  
Safer recruitment  
**Education in Hampshire**

## Education 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 behavioral 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 Headteachers 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](http://www.hants.gov.uk).

**Hampshire has so much to offer. We hope you will join us!**