

# Headteacher Recruitment Pack



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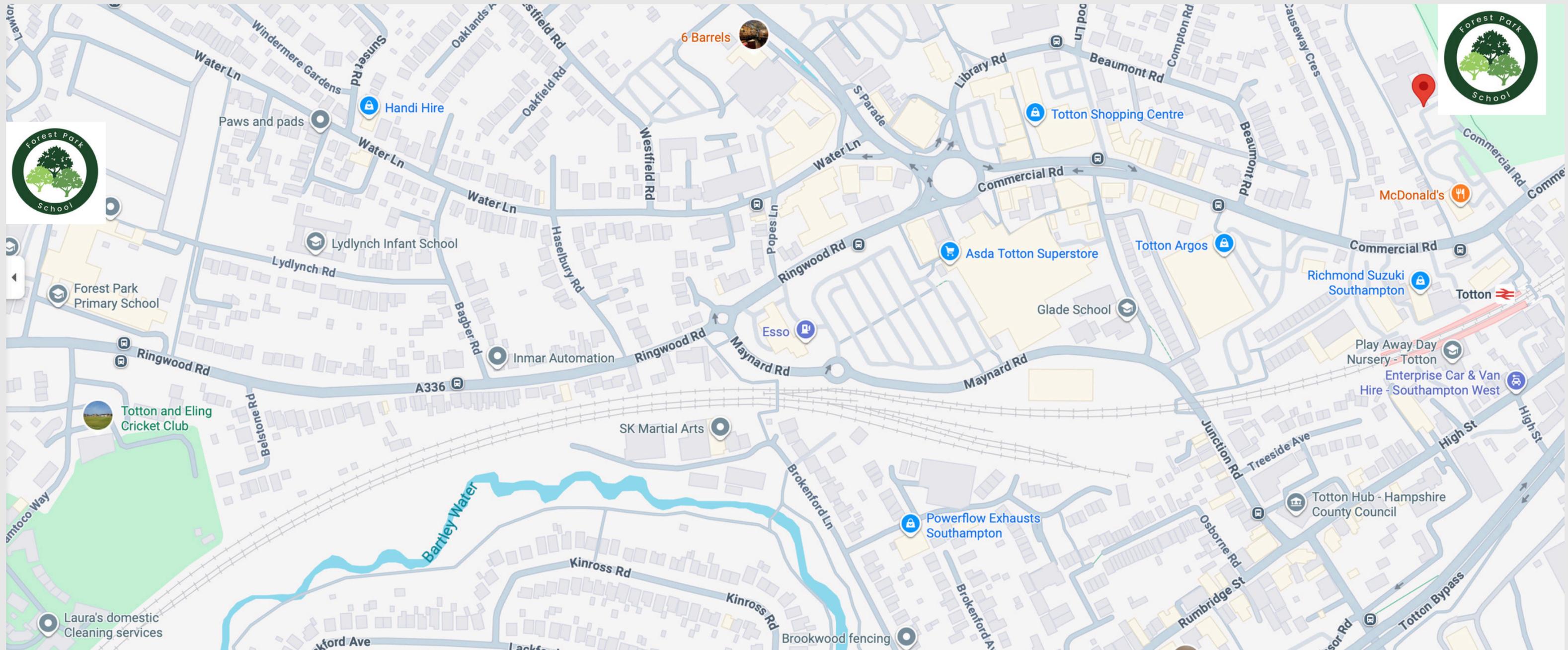
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# Introduction

Forest Park School is a Hampshire-maintained Special school located on the outskirts of Southampton, spanning two sites approximately one mile apart.

We offer education for young individuals aged 2 to 19 who experience severe, profound, and complex learning difficulties. A significant number of our students also face co-existing conditions, including Autism, ADHD, and physical challenges.



# Message from the Governors

Dear Candidate

Forest Park School is a very special school. You will find an extremely dedicated and energetic team with inputs from outside agencies working collectively to promote a happy, safe and positive learning environment.

The school is split across two sites in Totton, Hampshire one mile apart, on the edge of the New Forest. Our children come from a wide geographical area across Hampshire and the New Forest. We cater for children aged 2-19 with moderate to severe and profound learning difficulties. Often our children also have complex medical needs. We have a talented and skilled team of professionals on both sites who provide a bespoke child centred approach to learning for life.

Our children are our number one priority, as evidenced in our most recent inspection, where personal development was rated Outstanding. We are looking for a passionate Headteacher who can lead and develop our staffing team and build upon the firm foundations already in place.

This is a challenging role. Your teaching and leadership skills will be tested to the full. You will need vision, excellent people skills, passion, empathy, be a team player who can work sensitively and in a collaborative manner. You will be tenacious and a champion for our school and pupils, drive the excellent relationships we have with parents / carers and the wider community, foster a culture of openness and respect whilst keeping a sense of humour when under pressure.

Forest Park is a happy place. Children thrive and staff gain enormous satisfaction from their daily interactions. This Ofsted quote from one of our children best sums up what makes Forest Park so special - "Our school entrance has magic doors. As soon as you walk in, you know that you belong here because everyone loves you for just who you are".

If the quote above rings true to you then we definitively look forward to receiving your application.

Yours faithfully



Paul Shields - Chair of the Board of Governors



# Vision & Values

## “Opening the door to what’s possible”

Our overall ambition is to always be aspirational and to have high expectations of and for our whole school community.

Our vision is to create a community that supports learners to achieve in every phase of their life from their own individual starting point through:

- celebrating individuality
- providing a fun and happy environment where they feel safe, valued and respected
- developing positive relationships and friendships
- enabling purposeful play and leisure activities
- being able to make a positive contribution to their families, communities and society, including work

Our values are at the heart of all that we do. They represent the things that we think are most important to teach our pupils; the things that will support and prepare them for the next phase of their life.

**independence   communication   aspiration   respect   resilience**



# Good to know

Forest Park School has an APN of 140 pupils with approximately 100 at the “Primary” site and the remainder at “Secondary”. The Secondary site hosts pupils through till the age of nineteen.

Staff numbers currently sit around the 100 mark.

Lower Primary consists of 5 classes  
Upper Primary has 6 classes  
Secondary has 5 classes

The two school sites are connected by fibre cabling to facilitate staff work access at either site.

Both sites have a swimming pool although the secondary pool is only large enough for individual sessions.



# Job Description

**Job Title: Headteacher**

**Salary Scale: L23 to L29**

**Start Date: September 2026**

The Headteacher must work in accordance of the Headteacher Standards (2020) and the Seven Principles of Public Life. The Headteacher needs to be:

- child focused
- an ambassador for the school
- aspiring for the highest possible standards
- leading by example, developing and inspiring others

**Safeguarding:** ensure that all school and national safeguarding policies are adhered to and that concerns are raised and dealt with accordingly.

**Financial Management:** work collaboratively and transparently with the Governing Board to ensure sound financial probity.

**Accountable to:** the Governing Board of Forest Park School.

**Scope of the role:**

- provide delegated leadership for Forest Park School
- ensure that strategic planning is informed by rigorous self-evaluation
- maintain and develop strong and supportive relationships with parents
- build on existing links with the wider community, other schools and agencies which support our pupils
- continue the positive partnership with the Governing Board, the local authority and other stakeholders
- ensure the highest possible quality of education, range of educational opportunities and standards
- foster the vibrant, positive and caring ethos of the school.



# Person Specification

This Person Specification must be read in conjunction with the Job Description for the role; the Headteachers Standards (2020) and the Seven Principles of Public Life (Nolan Principles).

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications and Skills</b>	<p>Degree qualification            Qualified teacher status            Recent senior leadership experience in an educational setting            Evidence of continued professional development</p>	<p>Special Educational Needs and Disability experience            Primary and secondary setting experience            Skilled in using Makaton and Pecs</p>
<b>Personal Qualities</b>	<p>To be a champion for our pupil, families, staff and carers            Excellent interpersonal skills and ability to communicate with all stakeholders            Ability to work under pressure and to deadlines            Vision and passion to drive a united team forwards</p>	<p>Managing difficult conversations            Understanding how to get the best out of people around you            Curious and always asking questions</p>
<b>Culture and Ethos</b>	<p>Ability to successfully inspire and empower those around them            Able to prioritise, delegate and demonstrate model leadership            Prioritise staff mental health and wellbeing including work life balance            Commit to continued staff professional development</p>	<p>Experience of outreach provision and collaborative workings with other schools and community providers            Experience of multi-agency working</p>
<b>Curriculum and teaching</b>	<p>Experience of leading high quality inclusive teaching, learning and assessment            A good understanding of the current educational landscape            Experience in using a range of evidence to monitor and raise the standards of teaching and learning            Experience of implementing effective development plans , which lead to improvements            Experience in developing a fit for purpose curriculum</p>	<p>Management experience of leading the learning needs of children with SEND            Evidence of participation in the development of the curriculum in a SEND school setting            Experience of teaching children with a range of complex medical needs</p>

# Person Specification (continued)

	Essential	Desirable
<b>Organisational Effectiveness</b>	<p>Ability to innovate and manage change</p> <p>Experience of leading effective school change</p> <p>Evidence of target setting as part of performance management of teaching and / or support staff to raise standards</p> <p>Experience of partnership working with other schools, educational providers and the local authority</p> <p>A sound understanding of trauma informed practise</p>	<p>Understanding of school finance and prioritising resources in order to achieve value for money</p> <p>A solid grounding in working with school governors / trustees to help enable them to meet their statutory requirements</p>
<b>Safeguarding Children</b>	<p>A good understanding of KCSIE which promotes the positive welfare of children</p> <p>Thorough understanding of safeguarding practises and safer recruitment in schools</p>	<p>Experience of being a Designated Safeguarding Lead</p> <p>Experience of being a designated teacher for Looked after Children</p> <p>An awareness of the Mental Capacity Act</p>

**Please note: The above duties are not exhaustive, and the post-holder may be required to undertake tasks, roles and responsibilities from time to time, consistent with the status and the role assigned to them by the Governing Board.**

**Forest Park School is committed to safeguarding and promoting the welfare of children and expects 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, including online searches/checks.**



**thank you**

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