



**FITZWARYN  
SCHOOL**

Part of the **The Propeller Academy Trust**



Candidate pack

# Assistant Headteacher

Full time, Permanent



[www.fitzwaryn.oxon.sch.uk](http://www.fitzwaryn.oxon.sch.uk)



Fitzwaryn School, Denchworth  
Road, Wantage, OXON, OX12 9ET



01235 764504

# About Fitzwaryn School

Fitzwaryn School is highly regarded as an outstanding provision for pupils with SEN within Oxfordshire.

The school has received four 'Outstanding' OFSTED reports following the last four inspections, the most recent being in May 2022.

The school currently caters for 126 children and young adults aged 3 – 19 years whose special needs range from Moderate Learning Difficulties (MLD) to Severe (SLD) and Profound Multiple Learning Difficulties (PMLD). All pupils admitted to the school have an Education, Health and Care Plan.

The school follows the EYFS curriculum for Foundation Stage pupils and National Curriculum subjects for Key Stages 1 – 3. Year 10 and 11 (Key Stage 4) pupils work towards accreditation in Functional Skills in English and Maths, in addition to their Open Award qualifications.

At Key Stage 5, the school continues to follow the Open Award framework and Functional Skills Assessments. The Duke of Edinburgh Award is an integral part of the Key Stage 5 curriculum with students gaining their Bronze and Silver Awards.. Students are enabled to participate in regular work experience opportunities in addition to Enterprise initiatives and Horticulture.

“

Fitzwaryn School is a joyful place to learn. From when they join as young children, right through to when they leave as young adults, staff make sure that pupils are known, understood, nurtured and kept very safe.

”

Ofsted 2022

## A message from the Headteacher

Fitzwaryn is an Outstanding Special School for children and young people from 3 – 19 years old whose Special Educational Needs range from Moderate Learning Difficulties through to Profound and Multiple Learning Difficulties.

The school is situated in Wantage, a small but growing market town in Oxfordshire. We have a fantastic, up to the minute, purpose built environment that enables us to deliver an exciting and diverse curriculum for each and every child. We continually strive to further develop our educational offer and in recent times we have added a Horticulture area and a bike track to our outside provision.

The school is organised into 11 classes including provision for EYFS and Post 16. Our dedicated staff team are committed to providing the best possible education for the pupils at the school, grasping every opportunity to provide a rich and diverse curriculum which often takes place outside the classroom.

The staff team is committed to further developing their own skills and expertise through the Continuing Professional Development offered at the school. We work closely with parents, carers and other professionals to ensure we are meeting the diverse needs of all of the pupils.

Our vision of 'through learning to learn, pupils will access society' underpins all that we do with the aim that all of the pupils who have been with us leave with the skills and knowledge they need to successfully engage in the next stage of their lives and of course with fantastic memories of their time at Fitzwaryn!

I hope that this candidate pack gives you all the information that you need, please do not hesitate to get in touch with us via the school office should you need any more information.



**FITZWARYN  
SCHOOL**

**Stephanie Coneboy, Headteacher**

# About The Propeller Academy Trust

At The Propeller Academy Trust, we are dedicated to supporting young people with special educational needs, fostering an environment where every student progresses along their own unique path. Our passion for inclusion and innovation drives us to create exceptional opportunities for students to thrive, achieve their full potential, and embrace their individuality.

When you join our team, you'll become part of a supportive and collaborative community, united by a shared mission to make a real difference every day. Whether you're an experienced professional or starting your journey in education, we offer a nurturing workplace where your talents, skills, and ambitions can flourish.

Our staff benefit from extensive Continuous Professional Development (CPD) programmes, secondment opportunities across our Trust sites, and a vast range of discounts available to those working in education. We also prioritise staff wellbeing, offering initiatives such as wellbeing days, because we believe that supporting our staff is as important as supporting our students.

## Our Schools



BISHOPSWOOD  
SCHOOL



KINGFISHER  
SCHOOL



Woodeaton  
Manor School



Hawthorn  
Academy

## Our Vision and Principles

### VISION

We believe our gifted and dedicated staff offer extraordinary learning and developmental experiences for the children and young people in our schools. We want to offer these opportunities to more children and young people.



*Vision*

***To extend high quality  
SEN education to as  
many children and  
young people as we can.***

### PRINCIPLES

- Keep children and young people at the heart of every decision.
- Provide an innovative and developmental academic curriculum, which ultimately gives children and young people a strong foundation for long-term community cohesion and positive mental health and well-being.
- Maintain the distinctive identities of each school in our Trust and seek recognition nationally and locally for the quality and diversity of our provision.
- Share the benefits of best practice, collaboration and new initiatives equally across all our schools.
- Support local communities and broader SEN needs within the community.
- Nurture a culture of health and safety and improvement which welcomes learning, challenge and assurance.
- Provide opportunities for staff to develop and progress, within a supportive and positive environment.
- Work collaboratively and inclusively with internal and external stakeholders; including staff, parents, carers and our partners.
- Protect and use all our resources efficiently in pursuit of our Vision.
- Keep our governance structures streamlined to enable our teachers to focus on teaching.
- Accord everyone associated with the trust, respect and dignity they deserve.

# Benefits

At Propeller, we recognise the importance of supporting our staff as much as our students. That's why we offer full-time employees a wellbeing day off each term, a rare benefit in education.

We also offer a generous recruitment bonus for staff who successfully refer applicants who are recruited. Our staff benefit from access to GP advice and self-referral services through an online health platform, ensuring support is always at your fingertips. There are also a whole host of discounts and offers we will ensure you're aware of, once you are working in education.

Professional growth is at the heart of what we do. We provide full inductions and ongoing development opportunities to help you excel in your role. For those looking to broaden their horizons, secondment opportunities across our trust sites support both personal and professional development.



A trust-wide commitment to wellbeing, including paid wellbeing days



Fully funded CPD, mentoring & coaching



Flexible working options



Free on-site parking



Teachers' Pension Scheme



Access to an employee assistance programme



Highly resourced classrooms, small class sizes and access to multidisciplinary teams



Employee referral scheme (earn up to £500 for successful referrals)



A strong safeguarding and therapeutic culture



# Job Description - Assistant Headteacher

**Reports to:** Headteacher

**Line management:** Office team, site team

### Job Purpose

The Assistant Headteacher will support the Headteacher and Deputy Headteacher in fostering a culture of continuous improvement and high achievement across the school, providing inspirational leadership that promotes outstanding education for all students. They will contribute to shaping the school's aims, objectives and long-term strategy; lead and manage daily operations, staff and resources; work collaboratively with colleagues to strengthen teaching, learning and curriculum development.

### Key Duties and Responsibilities

#### Leadership & Management

- Support development of school systems, organisation and processes to ensure efficiency and integrity.
- Monitor, evaluate and review school policies and procedures.
- Lead by example with integrity, resilience, creativity and high professional standards.
- Manage budgets and contribute to strategic planning.
- Liaise with and report to Governors on designated areas.
- Maintain excellent professional relationships across the school and wider Trust.
- Undertake Headteacher/Deputy Headteacher duties when required.

#### Pastoral & Behavioural Leadership

- Lead and monitor attendance, taking action with families and external agencies where needed.
- Work alongside the Behaviour Lead to strengthen behaviour strategies and the school behaviour policy.
- Hold (or be willing to train for) Team Teach or equivalent trainer certification.
- Deliver staff training to enhance pupil's personal development.
- Oversee mental health, wellbeing and targeted interventions for pupils.
- Manage and support Teaching Assistants through appraisal processes.
- Act as the link for SALT, Physiotherapy and Occupational Therapy services.
- Ensure consistent, fair and effective behaviour management across the school.

#### Teaching, Curriculum & Assessment

- Set ambitious expectations for pupils with SEND.
- To hold a teaching responsibility as required (minimum 40%)
- Contribute to high-quality teaching across the curriculum.
- Support curriculum leadership and ensure staff have access to professional networks.
- Use reliable and proportionate assessment to track pupil progress.



### Safeguarding

- Provide a safe, calm, well-ordered environment for pupils and staff.
- Uphold rigorous safeguarding and child protection procedures.
- Serve as a Deputy Designated Safeguarding Lead (DDSL).
- Work in collaboration with external agencies to safeguard children.

### Governance, accountability & working in partnership

- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.
- Work with the governing body as appropriate.
- Work successfully with other schools and organisations.
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils.

### Other duties

- Promote equal opportunities throughout the school and ensure the application of the school's equal opportunities policy
- Promote an ethos of inclusion and opportunity for all.
- The duties outlined, in line with the Headteacher and Teacher Standards, are in addition to the ones stated in the latest School Teachers' Pay & Conditions Document that you will be automatically be required to meet. You may also be required to undertake professional duties delegated by the Headteacher.

“

I am about to embark on a middle leadership programme which has been funded by the school. There is a lot of time and care put into the middle leaders group this year. I have never yet been turned down if I ask to do some training.

”

“

It's a very strong team-based environment. I feel I'm surrounded by well experienced staff giving it their all. Every member of staff is all about the children their needs are front and centre in everyone's mind.

”



# Person specification

Criteria	Essential	Desirable
Qualifications & Training		
Qualified Teacher Status (QTS)	✓	
Degree or equivalent professional qualification	✓	
Evidence of sustained professional development relevant to senior leadership in specialist SEND	✓	
Strong knowledge of the SEND Code of Practice (2015), with specific understanding of MLD, SLD and PMLD needs	✓	
Understanding of safeguarding legislation including KCSIE, with particular awareness of vulnerabilities for pupils with severe/profound needs	✓	
Training or knowledge relevant to sensory regulation, communication needs (e.g., AAC, PECS)	✓	
National Professional Qualification for Senior Leadership (NPQSL) or equivalent		✓
National Award for SEN Coordination (NASENCO), or willingness to complete		✓
Training in positive behaviour support, trauma-informed practice or restrictive practice reduction (e.g., Team Teach)		✓
Training in intensive interaction, MOVE, sensory integration or other specialist approaches		✓
DSL or DDSL training		✓
Mental Health First Aid qualification		✓





Criteria	Essential	Desirable
Experience		
Leadership & management experience in a special school or specialist provision	✓	
Experience leading or contributing significantly to behaviour, attendance and pastoral systems	✓	
Successful teaching experience with pupils with MLD, SLD and/or PMLD, including those with complex medical, sensory and communication needs	✓	
Experience developing personalised curricula, learning pathways and alternative accreditation routes	✓	
Evidence of raising outcomes for pupils with complex needs through adaptive, individualised approaches	✓	
Experience writing and evaluating EHCP outcomes and leading annual reviews	✓	
Line management experience including coaching, performance management and staff development	✓	
Experience working with healthcare professionals (e.g., physiotherapists, occupational therapists, SALT, nursing teams)	✓	
Experience supporting vulnerable families, multi-agency collaboration, safeguarding meetings and Early Help processes	✓	
Experience leading whole-school provision in behaviour, safeguarding, personal development, curriculum or assessment		✓
Experience overseeing attendance monitoring, home visits, attendance improvement plans or working with local authority attendance teams		✓
Experience in moving and handling, medical needs coordination or development of risk assessments for complex pupils		✓
Experience implementing sensory-based provision, engagement models or pre-formal/semi-formal learning approaches		✓
Experience working with non-verbal pupils, using AAC or communication-rich pedagogy		✓



## Person specification

Criteria	Essential	Desirable
Skills and Knowledge		
Deep knowledge of MLD, SLD and PMLD pedagogy, including pre-formal, semi-formal and formal learning pathways	✓	
Understanding of engagement models, sensory profiles and multi-disciplinary approaches to learning	✓	
Ability to lead behaviour culture with empathy, consistency and high expectations, tailored to pupils with significant learning and communication needs	✓	
Strong understanding of attendance legislation and strategies to improve attendance for pupils with high health, mobility or anxiety-related barriers	✓	
Strong data analysis skills, including experience with behaviour, safeguarding and attendance data to inform strategic decisions	✓	
Ability to communicate effectively with pupils who have limited or non-verbal communication, and to support staff to use appropriate communication systems	✓	
Excellent interpersonal and communication skills, including working sensitively with families experiencing complex circumstances	✓	
Confidence in leading risk assessments for behaviour, mobility, medical needs, intimate care and personal safety	✓	
Strong understanding of safeguarding for pupils with severe/profound needs, including managing significant vulnerabilities such as non-verbal status, personal care, and dependency on adults	✓	
Knowledge of a range of specialist frameworks e.g., Intensive Interaction, SCERTS, PECS, TEACCH, sensory integration approaches, MOVE programme		✓
Understanding of medical protocols (e.g., epilepsy management, gastrostomy feeding, respiratory plans)		✓
Knowledge of post-16 pathways, supported internships, life skills and independence curricula		✓
Ability to design and deliver staff CPD on behaviour, sensory needs, communication and personal development		✓



## How to apply

To apply for this rewarding opportunity, please

[Apply now](#)

Early applications are strongly encouraged. To arrange a visit or to find out more, please contact the Headteacher through the school office, [office@fitzwaryn.oxon.sch.uk](mailto:office@fitzwaryn.oxon.sch.uk)

**Closing date:** Monday 2<sup>nd</sup> March 2026.

**Interviews:** Monday 9<sup>th</sup> March 2026.



## Getting here

### By car

Our school is easily commutable by car and can be accessed via the A417 towards Wantage. Once in Wantage follow the signs for Denchworth and turn on to Denchworth Road. Fitzwaryn School is clearly signposted.

### By bus

The nearest bus stops are right by the school gates, so once you get off the bus on Denchworth Road you'll be a short walk to the entrance. We are covered by the X1, X35, X36, NX1 and OX1 buses.



Scan the QR link to find  
Fitzwaryn School on  
Google maps



The Propeller Academy Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment.

This role involves a high level of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. All appointments are subject to an enhanced DBS check (including Barred List where applicable) and online searches for publicly available information.

We value diversity and welcome applications from all backgrounds, regardless of sex, race, religion, sexual orientation, gender identity, age, disability.

**Please note:** Applicants will be required to undergo a DBS check as part of the recruitment process.