



Jan 2026

Assistant Headteacher (Inclusion)

Hampshire Leadership Spine: LDR 7 – 11
Actual salary £57,831 - £63,815 (plus Sept 2025 uplift)

Group 4 school
Number on roll: 630

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Headteacher: Mrs Lesley Pennington

Thank you for your interest in the position of Assistant Headteacher at our school. This is an exciting opportunity to work closely with the experienced leadership team, taking responsibility for inclusion across the school. We are seeking to appoint an experienced SENCo and primary teacher who is passionate about supporting children to overcome barriers to learning, and with the confidence, skills and motivation to have impact on staff and children across the school.

Within this booklet you will find general information about our school along with details regarding the application process. You should also refer to the following documents:

- Job description
- Person specification
- Summary of the school's 2-year School Improvement Plan.
- School prospectus (available on the school website).

We hope you find this information useful – further information about the school can be found on the website www.whiteleyprimary.co.uk.

Context of the school

Whiteley Primary School initially opened in temporary accommodation in September 1997. We moved into the new school building in February 1999 and the accelerated growth in numbers of families to the area caused the school to be extended from a 2-form entry to a 3-form entry primary school. The school is well regarded by the community and now has 630 pupils on roll – it is oversubscribed in a number of year groups. The school has below average numbers of pupils in receipt of pupil premium (approx. 12%) and low numbers of pupils with SEN (approx. 12%). In September, we expect there to be 14 children on roll with EHCPs. We have a strong ethos of inclusion and were shortlisted for the NASEN primary provision award in 2020 in recognition of our support of pupils with significant SEND. There are currently no children in care on roll. There are 9 post-LAC pupils.

At our last inspection in July 2024, Whiteley Primary School was graded as 'Outstanding' in all areas of the inspection. We strive to maintain this status as we continue to develop the provision we offer to the children of Whiteley, and we are keen to employ staff who can fully support our vision – 'A Place to Smile':

S – Success (Believe you can succeed, and be the best you can be)

M – Mutual Respect (Respect yourself, respect others, respect your surroundings)

I – Inclusion (Value difference and overcome barriers)

L – Life-long learning (Inspired to learn – at home, at school, for life)

E – Enrichment (Explore, experience, challenge – within the curriculum and beyond).

The school works hard to provide a creative approach to the curriculum and children respond well to the range of activities on offer, both as part of the school day and after school. We are particularly proud of the Arts side of our curriculum. Music provision is a strength of the school, and our sports teams do well at local competitions. We encourage staff to use their interests and strengths to provide extra-curricular opportunities, and all teachers are expected to support our extra-curricular provision for at least half a term during the year, and many do more than the minimum using their own strengths and interests to inspire the children. We are keen to ensure our pupils have a voice and also take on roles of responsibility within the school, for example through Young Governors, Green Team, Equality and Rights Advocates, Well-being Ambassadors, Junior Road Safety Officers, House Captains, Librarians and Play Leaders.

Our children are well motivated and have high expectations of the teachers who teach them! They enjoy coming to school and work hard. Standards are high.

The Senior Leadership Team

From January 2026, the senior leadership team will consist of:

Headteacher

Deputy Headteacher/Teaching and Learning (non class-based)

Assistant Headteacher/Inclusion (non class-based)

3 x phase leaders – class responsibility with dedicated leadership time (YR/KS1, Y3/4, Y5/6)

The Assistant Headteacher Role

This is an external vacancy and an exciting opportunity to gain leadership experience in a large school environment, playing a key role in the development of inclusive practice across the school. The AHT is a non-class based role, and includes the specific roles of SENCo and Designated Teacher. Although the AHT will not have their own class, they will be expected to take opportunities to work alongside key pupils and staff across the school to enable them to best oversee and develop the provision for vulnerable pupils.

The HT, DHT and AHT will work closely together to help provide the day-to-day leadership for the school, as well as working on longer term strategic development. It's expected that the DHT and AHT will have a team approach to the development of high quality, inclusive teaching. The DHT is responsible for overseeing the curriculum, and is the key advocate for challenge, particularly for high attaining pupils, whilst the AHT will have oversight for inclusion and SEND.

The AHT will work closely with the HT to devise an appropriate strategy for the deployment of classroom support staff, ensuring that the school meets the requirements of pupils with EHCPs whilst also making best use of the skills and experience on the staff to support other vulnerable pupils to succeed. The AHT will work closely with phase leaders to support them in developing inclusive practice within their phase, making best use of the human resources available to them. They will also work with individual teachers and support staff to help them meet the needs of the individuals they are working with, monitoring the effectiveness of provision, helping staff to develop and implement appropriate IEPs and support plans, and planning appropriate training as required.

The AHT will oversee the work of the pastoral support team which includes a home-school link worker, two trained ELSAs (one of whom runs the school's nurture provision and another who oversees support for Young Carers), and a dedicated LSA who provides pastoral support within YR/KS1. There are support staff trained to deliver specific interventions such as Bucket Time and speech and language programmes. Two members of our classroom support team run our lunchtime service family provision, and we have a daily lunchtime gardening drop-in club for KS2 pupils as well as an 'invite only' daily lunch club which are also part of our pastoral provision.

All members of the SLT share responsibility for supporting staff in the management of behaviour across the school, and the AHT will be responsible for ensuring that appropriate individual support plans are in place and reviewed as appropriate.

As a school, we understand the considerable administrative demands that are part of the SENCo role. A member of our office staff has allocated time to support with SENCo admin tasks, and we will also ensure that the successful candidate is provided with some uninterrupted time for their SENCo duties (which can include some home working if necessary).

The salary for the Assistant Headteacher will be within the Hampshire leadership range 7-11. The individual starting point will be negotiated with the successful candidate according to their experience and current salary level. The enclosed job description and person specification provide more detail about the post and the necessary requirements.

The Staff Team

We believe that there is a strong team spirit within the school. The staff have proven to be talented individuals with a strong sense of commitment to the school. We are keen to develop a team approach in all that we do and welcome new ideas and initiatives from all staff members. Staff work closely with their year group colleagues and PPA time is organised so that teachers in a year group can work together.

We encourage staff to make use of the expertise across the school to help develop their teaching skills through team planning, team teaching and peer observations. Most of the teaching staff are highly experienced although we have two ECTs joining the staff in September 2025. There is high stability amongst the staff which enables long-term developments, but there is also a need to ensure that practice continues to develop, particularly in supporting staff in managing the increasingly complex needs which are now being experienced within mainstream classrooms.

All teaching staff share responsibility for managing a subject/area of responsibility. The size of the school often allows a team approach to share the management of a subject and we try to have expertise from each of the key stages, using staff subject strengths wherever possible. The SLT includes members of both the English and maths teams to ensure that these key subjects are at the forefront of school improvement work. One of our teachers leads on development for EAL across the school, and also supports the SENCo in monitoring the effectiveness of IEPs.

Application Process

Discussions with the Headteacher/visits to the school are encouraged. Please phone or e-mail to arrange a visit or if you require any further information. Term time visits can be arranged for July/September, but the headteacher will also be available to meet interested parties towards the end of August.

The closing date for applications is **noon** on Wednesday 24th September.

If you do not hear from us by 29th Sept, please presume that you have been unsuccessful in this instance. Interviews are currently planned for 1st/2nd October. Further details will be sent to those candidates called for interview.

To help us in the short- listing process, **your supporting statement should clearly include the following:**

- your philosophy for primary education;
- your experience within primary education, including impact you have had on teaching and learning **outside your own classroom** and the pedagogy you use to secure progress for all pupils;
- your experience of leadership and management, including the impact you have had as SENCo;
- a summary of any recent training or development you have undergone, and the impact on your practice;
- your experience of working in partnership with parents, governors and/or organisations beyond the school for the benefit of pupils;
- your interests beyond school.

Applicants are advised to pay close attention to the Person Specification when writing their supporting statement. Supporting statements must be **no longer than 2 sides of A4**. Please use

font size 12. Additional information (e.g. CV) is not required and will not be used for short-listing purposes.

Whiteley Primary School and Hampshire County Council are 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 Criminal Records Bureau checks along with other relevant employment checks.