



**The Trafalgar  
School** AT DOWNTON

# Recruitment Pack

**HEAD OF YEAR  
APRIL 2026**



Dear Candidate

Thank you for your interest in the Head of Year position at our school. This is a rare and exciting opportunity to join us as we continue our bold journey to take our school from 'good' to 'great' by 2030. We are looking for an inspiring leader who shares our passion for excellence and is ready to make a real impact on the lives of our students and the future of our school.

The Trafalgar School at Downton is a friendly, rural 11-16 secondary school of 800 students, set in the historic village of Downton on the edge of the New Forest. Our July 2023 Ofsted report opened with "The Trafalgar School is truly a community school" and indeed many of our colleagues choose to live within the surrounding villages as part of the community that we serve.

At The Trafalgar School every individual matters irrespective of background and ability. We believe in the unlimited potential of every child and have developed a well-deserved reputation for delivering high-quality learning within a caring and nurturing environment, recently being recognised as Wiltshire's "happiest secondary school". We are oversubscribed attracting a significant number of students from beyond the designated catchment area.

Our school ethos is built firmly on our values and vision for young people, which you can find out more about in the enclosed recruitment information. Our aim is to develop open-minded, flexible, resilient individuals, with the knowledge, skills and attitudes to be successful in tomorrow's society. Our vision is to "empower students to be the source of their own success" and our staff relish the privilege that comes with this commitment.

We are fortunate to be fully staffed within specialism and, in a challenging national environment, we benefit from strong recruitment. We have a loyal and committed staff, a large number of whom have dedicated many years of service to our wonderful school. However, we are increasingly outward-focused and are seeking to appoint a leader from outside the organisation who will offer innovative thinking, fresh ideas and new perspectives.

You will likely have had successful experience of pastoral leadership and will now be excited to take on sole responsibility for your own year group. Whilst we have a permanent Head of Year 7, all other Heads of Year rotate with their year groups allowing colleagues an opportunity to really shape the culture and ethos of their students. Not only does this allow powerful relationships to be built, it gives our Heads of Year rich experience of whole school leadership across both Key Stage 3 and Key Stage 4. Our Head of Year 9, for example will work closely with SLT in leading the options process, whereas our Head of Year 11 has a key input into the Raising Standards strategy. As such then the successful candidate will relish the professional growth provided by the role and will be eager to consider senior leadership when the time is right.





Most importantly you will be an emotionally intelligent leader. You will recognise that the rewards of pastoral leadership come from the long-term commitment to every child and the understanding that success comes in many different forms. We have some flexibility in our staffing but applications from colleagues who have the ability to teach English, Maths or Science to GCSE will be particularly welcomed.

The Trafalgar School is proud to be a part of Magna Learning Partnership; our MAT. Our partnership of schools work collaboratively and this may afford the exciting opportunity to work in more than one school as the need arises. Your interest and readiness for this will be questioned at interview.

Further information about our school can be found on our website [www.trafalgarschool.com](http://www.trafalgarschool.com) and our Facebook account.

To apply for this position, you should complete an MLP Application Form. The link to request one is on our website's recruitment page. Your supporting statement should explain your reasons for applying for this position, your relevant qualifications and experience to date and what you can bring to the role as a Head of Year and to our school – what difference you would make. Please read the job description and person specification carefully and tailor your application to the substance of these.

I hope you gain a sense of our ethos and values from the information contained in this Recruitment Pack. If you would like to have an initial phone conversation or online meeting with me, prior to applying, please contact Rachel Reeves, Operations Manager by email; [r.reeves@trafalgar.wilts.sch.uk](mailto:r.reeves@trafalgar.wilts.sch.uk)

The closing date for applications is Monday 2nd February at 9am, with interviews scheduled to take place in the week beginning 9<sup>th</sup> February 2026.

I very much look forward to receiving your application.

Jy Taylor  
Headteacher





# Our Purpose

## OUR VISION FOR YOUNG PEOPLE

By the time they leave our school our young people will be able to communicate effectively. They will be able to solve mathematical and scientific problems. They will be able to express themselves creatively and imaginatively. They will have a strong sense of self, a sense of others and a sense of place. They will make informed choices that effect positively on their own wellbeing. They will ask questions, be reflective and adaptive; capable of thinking and acting for themselves and ready to join forces with others to achieve a goal. They will be positive in their mind-set and willing to face up to a challenge. Our young people will understand what is right and what is wrong, and stand up for equality and human rights. They will appreciate other cultures and traditions. Our young people will be thoughtful, caring and active citizens making a difference to their community and to society.



**TOWARDS A LIFE FULFILLED**

Empowering young people to be the source of their own success





# Our Values

Our values define us and underpin our ambition of a life fulfilled through empowerment.

These values apply to our staff, as well as to our student community, so we seek a colleague who is:

## RESPECTFUL

WE TREAT PEOPLE, INCLUDING OURSELVES AND OUR ENVIRONMENT, WITH RESPECT. WE SHOW CONSIDERATION OF OTHER PEOPLE'S FEELINGS AND WISHES

## COMPASSIONATE

WE UNDERSTAND HOW OTHER PEOPLE FEEL AND WE SUPPORT EACH OTHER. WE RECOGNISE WHEN SOMEONE IS STRUGGLING AND WE HELP THEM

## ASPIRATIONAL

WE HAVE STRONG DESIRE TO ACHIEVE GREATNESS IN EVERYTHING WE DO. WE ARE AMBITIOUS

## DETERMINED

WE ARE FOCUSED TO ACHIEVE, EVEN WHEN A TASK IS DIFFICULT. WE REMAIN COMMITTED TO OUR END GOAL UNTIL WE COMPLETE IT

## INCLUSIVE

WE TREAT EVERYONE FAIRLY AND EQUALLY AND WE UNDERSTAND THAT DIFFERENCE IS SOMETHING WHICH MAKES SOCIETY BETTER

WE ALWAYS DO THE RIGHT THING, EVEN IF NO-ONE IS WATCHING; HAS **INTEGRITY**

TOWARDS A LIFE FULFILLED



# Our Strategic Plan



Our purpose is to empower students to be the source of their own success. We will do this by:

## SAFEGUARDING

1. Providing a healthy, safe, supportive and happy learning environment so that all students have the opportunity to grow emotionally, socially, morally, intellectually and spiritually.

## WELLBEING

1. Building positive relationships and a strong community so that all stakeholders feel valued and a sense of belonging
2. Upholding high standards of behaviour so that all students have a moral understanding and a sense of civic responsibility to make the world a better place
3. Promoting the physical, mental and emotional health of the child and the importance of a positive mind-set so that all students live long and happy lives
4. Teaching students to 'fail well' so that all students can rise to a challenge and are able to overcome barriers and setbacks.

## CURRICULUM – 'BUILDING CULTURAL CAPITAL'

1. Sharing a passion for our subjects and a love of life and each other so that it inspires others
2. Developing 'academic habits' so that all students become highly effective people
3. Delivering a curriculum that is knowledge rich and secured through application so that all students can both develop and demonstrate their understanding and capability
4. Providing teaching (and assessment) of the highest quality so that it motivates, stimulates, builds confidence and ultimately enables students to think and act for themselves
5. Providing a co-curriculum that builds character and develops lifelong interests.



# Terms of position

- Position: Permanent
- Salary: MPS or UPS
- TLR: 2B £6,136
- Start date: April 2026
- Responsible to: Assistant Headteacher



## Benefits

### **Working at MLP, staff have access to a number of benefits:**

- Pension schemes - Teacher Pension Scheme and Local Government Pension scheme
- Cycle to Work scheme
- Wiltshire rewards
- Benenden Healthcare scheme
- Discounted gym membership - Parkwood, Salisbury
- Employee assistance phone line - support with health, financial and legal issues
- Teacher laptops.



# Recruitment Equity



## Safer Recruitment

The Trafalgar School at Downton is committed to the safeguarding and promoting the welfare of our students and expect all staff and volunteers to share this commitment. All applicants will be subject to a full Enhanced Disclosure and Barring Service check (DBS) before any appointment is confirmed.

## Diversity

The Trafalgar School is committed to eliminating discrimination and encouraging diversity. Our aim is that our workforce will be truly representative of society and each employee feels respected. To that end, we are committed to provide equality and fairness for all in our recruitment and employment practices and not to discriminate on any grounds.

## Online Checks

Online searches of information that is publicly available online will be carried out for all shortlisted candidates.

## Disclosure

All employees are required to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974. Non-disclosure may lead to termination of employment. However, disclosure of a criminal record will not necessarily debar you from employment – this will depend upon the nature of the offence(s) and when they occurred.

## Shortlisting

Only those candidates meeting the requirements of the Person Specification (evidenced in the Application Pack) will be taken forward from application.

## Interview

Those shortlisted will be invited to attend an interview process which may include (role dependent), lesson observations, tasks or role specific activities; further shortlisting may take place after lesson observations for teachers prior to moving forward to formal interview with the Headteacher. During interview, applicants will be asked to address any discrepancies, anomalies or gaps in the application form.

## References

References from current employers will be taken for shortlisted candidates, and where necessary, employers may be contacted to gather further information. Without satisfactory references, an offer of employment will not be confirmed.

## Probation

All staff will be subject to a probation period of four months which may, in certain circumstances, this may be extended to six months. The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides the Academy with the opportunity to monitor and review the performance of new staff and in terms of their commitment to safeguarding and relationships.