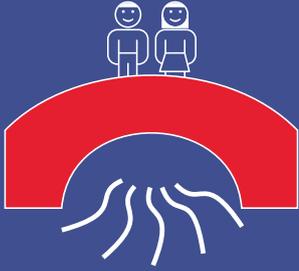


**Loddon  
Primary School**



## **Applicant pack: Headteacher**

**Closing date: 4pm, Wednesday 15 April 2026**

Arrange a visit or submit completed application forms  
to Lisa Hawker [secretary@loddon.wokingham.sch.uk](mailto:secretary@loddon.wokingham.sch.uk)



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**Katie Richardson,  
Chair of Governors**

## Welcome from Chair of Governors

Thank you for your interest in the position of Headteacher at Loddon Primary School. We are delighted that you are considering leading our caring and supportive team. Our focus is on delivering high expectations within a family atmosphere to develop each child's full potential both socially and academically. Following the step down of our long serving Headteacher, this is an exciting moment in Loddon's journey, and we are seeking a leader who will help us continue to develop with ambition, enthusiasm and professionalism.

Loddon is a vibrant and diverse school, and we are exceedingly proud of the Values Based Education at its heart. Our values-based culture underpins our school life and curriculum allowing pupils, staff and governors to value ourselves, others and the environment. At Loddon we believe every child is unique, capable, and deserving of an education that nurtures both their curiosity and their wellbeing, and our warm and inclusive values-based culture is well positioned to deliver this.

Alongside our mainstream provision our SEND resource base 'The Reef' for Reception and KS1 provides a supportive and inclusive provision for pupils with social communication needs. We are excited that our further provision for KS2 pupils is currently under construction and will open to pupils from September 2026. The Reef allows a pupil centred approach with flexibility between the base and mainstream provision further enhancing inclusivity. As a whole school we take a therapeutic approach to behaviour to ensure all pupils are included to be successful and to positively respond to behavioural needs.

We are fortunate to have a dedicated and talented staff team who work collaboratively and reflectively, striving to provide the best possible experiences and quality of education for our children. Our pupils are enthusiastic learners who embrace challenge, celebrate difference, and take pride in their school. Our families are engaged and supportive, and our governing body is committed to working in strategic partnership with the headteacher.

Our next Headteacher will join a school that values thoughtful leadership, open communication, and a strong culture driven by our values. We are looking for someone who will champion high standards while nurturing the wellbeing of pupils and staff; someone who will lead with integrity, vision, and kindness; someone who will embrace our community and help shape the next chapter of Loddon's story.

In return, you will find a school that is eager to welcome you, ready to work alongside you, and committed to supporting your success. This is a role with real scope to make a lasting difference to children, families, and to the wider community we serve.

Our **school website** contains more information about our school and you are welcome to pay us a visit for an informal tour and see our school in action. Please **contact Lisa Hawker to book an appointment.**

We hope you will feel inspired to apply and to learn more about what makes Loddon such a special place. Thank you once again for your interest. We look forward to receiving your application.



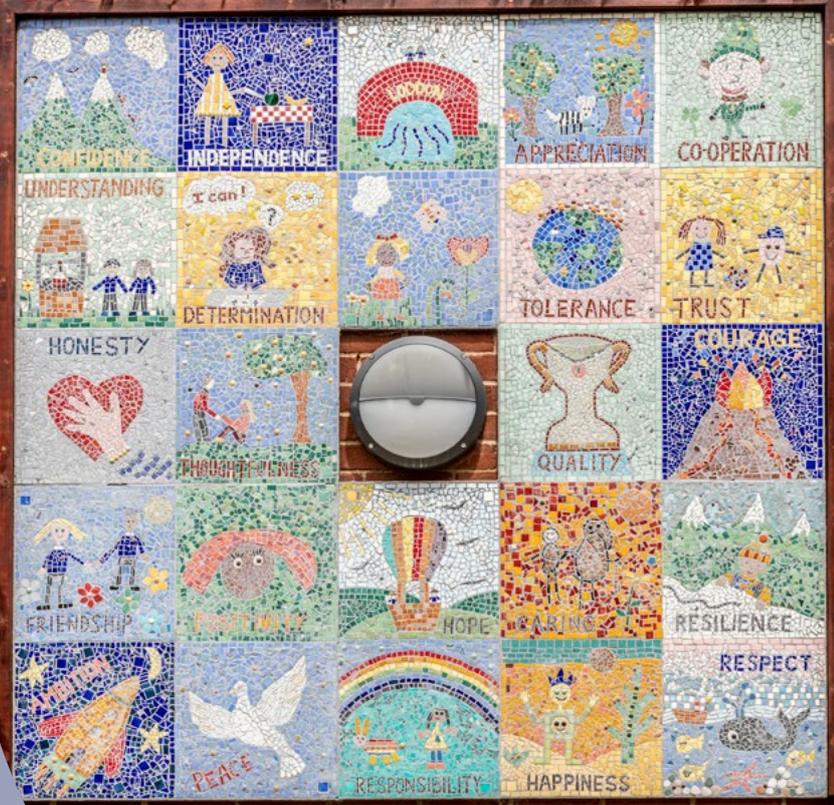
# About Loddon Primary School

## Our values

As a Values-based Education school, we underpin school life and the curriculum with universal positive human values such as respect, ambition, resilience and co-operation. This approach promotes a way of being that values self, others and the environment.

We also offer regular opportunities for self-reflection and mindfulness activities to support children to understand the absolute importance of physical health and mental well-being for happiness and success.

The benefits of this have been the creation of a friendly and inclusive school atmosphere, higher quality academic performance and learners who are increasingly confident and determined to make a positive difference to our ever-changing world.



## School data

Key information	
Type of school	Maintained
Planned Admission Number (PAN)	60
Ofsted	Good March 2023

KS2 test results 2025	Expected	Greater depth
Reading	89%	37%
Maths	85%	49%
Grammar, punctuation and spelling	89%	57%
Writing	79%	8%



“... pupils are curious and have positive attitudes towards learning.”

Ofsted 2023



## Whole school curriculum

Our curriculum is driven by six key questions which link content in a values based, integrated curriculum across the year:

- What does it mean to belong?
- How can we live in peace?
- Where could our future take us?
- What does it mean to thrive?
- Why should we protect our world?
- What does it mean to succeed?

It is planned to promote the moral, cultural, mental, spiritual and physical development of our pupils and to prepare them for the opportunities, responsibilities and experiences of later life.

“We get to do lots of amazing projects.”

Rory, Year 4

## Early Years

Nursery and Reception children follow the Early Years Foundation Stage (EYFS) Framework which sets out the learning and development stages for children from birth to five years.

Our curriculum enables the child to learn and develop skills, attitudes and understanding in seven areas of learning:

- Personal, Social and Emotional Development (PSED)
- Communication and Language (CL)
- Physical Development (PD)
- Mathematics
- Literacy
- Understanding the World
- Expressive Art and Design

The Characteristics of Effective Learning are also a key element in the EYFS. They detail the ways in which children should be learning from their environment, experiences, and activities:

- **Playing and exploring** – children investigate and learn from play
- **Active learning** – children are involved and concentrate and show resilience with challenges
- **Creating and thinking critically** – children explore ideas and make links

## Key Stage 1 & 2

Years 1–6 follow the National Curriculum as set out by the Department for Education which includes the following subject areas:

- English (including discrete teaching of phonics)
- Maths
- Science
- Art and Design
- Computing
- Design and Technology
- Geography
- History
- Music
- PE
- PSHE

In addition to the National Curriculum, Religious Education is taught across the school. The RE scheme of work follows the Wokingham agreed syllabus for RE and draws on the teaching resource ‘Jigsaw’.

Personal, Social, Health and Economic education is planned into our curriculum and is taught through ‘Values Based Education’ and Jigsaw. French is taught as our modern foreign language.

We also offer outdoor learning in our forest school and garden areas.



## Inclusive practice

At Loddon, we are committed to ensuring that the needs of all our pupils, including those with Special Educational Needs and Disabilities (SEND), are met.

We embrace difference and encourage all children to be supportive of each other. We take a Therapeutic Behaviours approach to behaviour management, grounded in our **Statement of Behaviour Principles**.

Our staff, including our full-time Inclusion Leader and our SenCo Assistant, work hard to create a calming environment for the pupils to learn and recognise when children require something different to their peers. We also work with external professionals to ensure provision is specific to the children.

“There are many friends to help you through any rough days, and we work together to realise the potential in everyone.”

Ali, Year 4



## Sports and clubs

We offer a range of extra-curricular activities to promote fitness, mental-well-being and social skills. Some of these clubs give children the opportunity to participate in competitions either in school or representing the school in the borough.

Clubs we currently offer include:

- Art Club
- Table Tennis
- Football Skills
- Soft Archery
- Spanish
- Choir
- Newspaper Club
- Dodgeball
- Handball

“I love Loddon Primary because we can do clubs after school and play football.”

Rayyan, Year 6



## Our site

Loddon Primary School has a spacious site with a wide range of good quality learning spaces for children from age 2-11. As well as classrooms, these include a multi-use games area, swimming pool, Forest School area, IT lab, Food Tech / DT room and two well-resourced libraries.



Sports field and Multi Use Games Area (MUGA)



Nature area for Forest School (and teddy bear's picnics!)



Self-directed learning areas for Early Years children



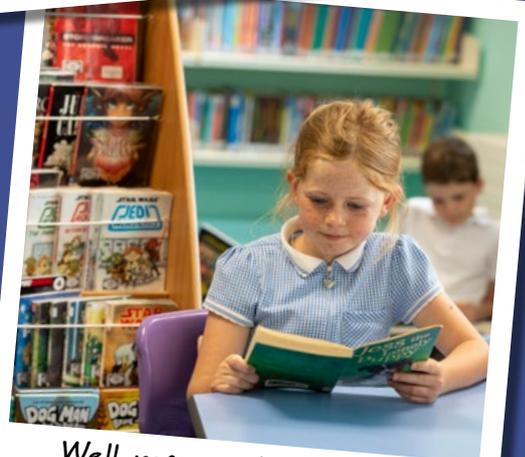
Large, modern main hall



Foundation Stage Library for Early Years children



Dedicated IT lab and Food/DT room



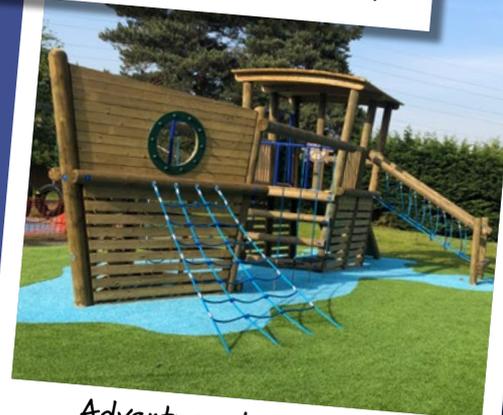
Well-resourced main library for Key Stage 1 & 2 children



Heated outdoor swimming pool

“ I love the swimming pool at school because the water is lovely and warm. ”

Catarina, Year 6 pupil



Adventure play equipment and outdoor gym



## Parent partnership

### Parent Support

Our Parent Support Advisor (PSA) helps parents and carers achieve positive outcomes for their children.

This includes providing information, organising group events, giving practical help, offering a listening ear, and weekly coffee mornings for parents in our on-site Parent Hut. These are friendly sessions, open to all to attend. There are also regular courses offered to parents including:

- Helping your child with English
- Helping your child with Maths
- Positive Parenting
- English for Speakers of Other Languages (ESOL)
- Paediatric First Aid
- Parent engagement

We actively encourage parents to get involved in their child's learning experience by supporting with reading, home learning and attending regular parents' evenings. We consult with parents through surveys and use feedback to inform decision-making.

### Loddon Parent and Teacher Association (Loddon PTA)

All parents, carers and guardians of children at Loddon Primary School are automatically members of the Loddon PTA.

Loddon PTA supports the school and children. The money raised is used to enhance, enrich and improve learning experiences for the children, such as books, resources and playground equipment.

As well as fundraising the PTA exists to strengthen the relationship between the parents and the school and bring these communities together. The PTA committee run the association on a day-to-day basis. Joining the PTA committee is a valuable way for parent volunteers to fundraise, make friends, develop skills, learn more about the School and deliver quality experiences for the children.

### Loddon Governing Body

The Governing Body consists of volunteers – including elected Parent Governors – who support the school's teaching and leadership team in setting and monitoring its strategic direction.

We are very fortunate to have a group of experienced governors who bring with them a wide range of professional expertise and backgrounds. What we all have in common is a desire to see our school continuously improve, and be a safe, happy and productive environment in which the children will thrive.

The Governing Body meets regularly each term, both as a whole group and in sub-committees to discuss particular topics. Decisions are made collectively, working together as a team.

### Wraparound care

Our contracted wraparound care provider, Funtastic Kids Ltd., runs high quality and nurturing Breakfast, After School and Holiday Clubs for children in F1–Y6 from our Main Hall.

## Staff voice

**We asked our staff what they are looking for in a Headteacher. They told us they would like somebody who:**

Understands the importance of staff well-being and proactively looks for opportunities to cut down workload

Understands the community (both internal and the wider community in which the school is placed)

Is inclusive and understands that adults may have the same needs as children (i.e. ADHD/ASD) and gets to know people – understands that people work in different ways and supports them to achieve

Shows the value of understanding and seeks to gain the opinions of staff

Seeks to engage with and support all staff in whatever role they have

Is approachable

Is visible to children and staff

Strives to keep the school up-to-date with latest thinking in education and offers development opportunities for staff to improve

Can coach and mentor people

Sets high standards of behaviour and learning

Is committed to maintaining our school values and aims

Values our schools independent identity and seeks to enhance it

Has a clear vision for the school

Is able to think creatively and is resilient through any changes

Shows care and compassion towards both staff and the pupils

Could make us a school of choice within our community

Has experience of working in the classroom

Has an understanding of challenges faced by staff

Considers staff wellbeing both physical and emotional as well as that of the pupils

Is supportive and understanding towards staff well-being

Is mindful of staff workload and work life balance

Has resilience, empathy and humility

Supports staff in managing relationships with challenging parents





## Pupil voice

We asked our children what they are looking for in a Headteacher. They told us they would like somebody who:

“Is kind and caring.”

“Is respectful and understanding.”

“Is funny and nice.”

“Is kind and energetic.”

“Is bold and strong.”

“Includes everyone.”

“Interacts with the children.”

“Is nice. Not too strict ... but strict enough for children to listen and learn.”

# Job description: Headteacher

**Salary range: Group 3 L18–L24 (£78,702–£91,158).**

**Full-time, permanent. Start date: 1 September 2026.**

This job description is developed and should be read in conjunction with the requirements set out within the current School Teacher's Pay and Conditions document and the National Standards for Headteachers.

The Headteacher of Loddon Primary School is responsible to the Governing Body. The Headteacher will provide strategic leadership as well as being the leading professional within the school responsible for securing high-quality teaching, strong pupil progress, and a positive, inclusive culture enabling staff and pupils to reach their full potential.

The Headteacher will uphold the highest ethical and professional standards, work closely with governors to shape the school's vision, and ensure effective management of staff, resources, and safeguarding. The role requires inspiring and developing others, maintaining high expectations across the school community, and ensuring the school delivers an ambitious, broad curriculum that enables every child to thrive.

## Duties and responsibilities

### Developing for the future

- Develop, promote and sustain the school's strategic direction in partnership with the governing body and through consultation with the school community.
- Use processes of evaluation to identify barriers which limit school effectiveness, and identify priority areas for improvement.
- Produce and implement clear and challenging improvement plans for the continued development of the school.
- Provide professional advice to the Governing Body, supporting effective governance, strategic planning and statutory compliance.
- Develop professional working relationships with members of the Governing Body.

### School culture

- Promote and embed a strong values-based culture across all aspects of Loddon's life.
- Foster positive, respectful relationships and ensure a safe, orderly and inclusive environment where all staff and visitors uphold Loddon's ethos.
- Lead by example, modelling Loddon's values with professionalism, integrity and consistency.
- Sustain a culture of high staff professionalism across the school.
- Create an environment where pupils enjoy a positive, enriching school experience with opportunities to lead, reflect, contribute and develop their voice.
- Uphold ambitious educational standards that prepare all Loddon pupils – including those with SEND – for their next stage of learning and life.
- Maintain consistently standards of behaviour in line with Loddon's behaviour policy, ensuring expectations are clearly understood by staff and pupils.

## **Managing the school**

- Lead and embed strong practice across all areas of school management, ensuring improvement strategies drive sustained progress at Loddon.
- Set in place appropriate procedures to ensure the well-being of pupils and staff, including rigorous arrangements for safeguarding.
- Hold the role of the Designated Safeguarding Lead and be responsible for any Looked After Children.
- Ensure safeguarding is embedded across the school culture, with robust policies, training and vigilance to protect all pupils.
- Ensure rigorous systems to identify, manage and mitigate risk across the school.
- Ensure full compliance with statutory duties, including the SEND Code of Practice, so all Loddon pupils receive the support they need.
- Manage the school's finances efficiently to deliver Loddon's educational priorities and long-term goals.
- Ensure the school operates effectively within all regulatory frameworks and meets all statutory requirements.
- Recruit, retain and develop high quality staff, embedding rigorous performance management and constructive feedback.
- Deploy and manage staff thoughtfully, with clear attention to workload, well-being and professional fulfilment.
- Oversee systems, processes and policies that enable Loddon to run smoothly, efficiently and in line with its values.
- Ensure the school site and facilities are safe, well maintained and supportive of high-quality learning.

## **Leading learning and teaching**

- Secure consistently high quality, evidence informed teaching across all subjects and phases at Loddon so every pupil can achieve their full potential.
- Ensure teaching is grounded in strong subject expertise and approaches that respect the unique nature of each discipline.
- Provide a broad, coherent and knowledge rich curriculum that reflects Loddon's values and offers experiences beyond the National Curriculum.
- Strengthen curriculum leadership by developing subject leaders with deep expertise and access to relevant professional networks.
- Ensure all pupils learn to read confidently through evidence informed practice, including systematic synthetic phonics for early reading.
- Use valid, reliable and proportionate assessment to understand pupils' knowledge and progress.
- Embed effective formative assessment to inform teaching and improve outcomes.
- Address under performance promptly and ensure appropriate support and follow up.
- Promote an inclusive, knowledge rich curriculum that prepares Loddon pupils for life in modern Britain.
- Monitor Ofsted requirements and ensure staff are aware of updates and expectations.
- Champion inclusive practice so that pupils with SEND, additional needs or vulnerabilities – including those in the resource base – can access the curriculum and achieve well.

- Build strong partnerships with parents to support pupil achievement and personal development.
- Implement consistent, fair and respectful behaviour approaches rooted in therapeutic, trauma informed practice.
- Work effectively with parents, carers and professionals to identify and support pupils with SEND or additional needs.

## **Developing self and working with others**

- Lead, motivate and develop all staff, fostering a positive culture built on fairness, respect, strong relationships, staff voice and professional autonomy.
- Promote a high-expectations culture for yourself and others, celebrating success and addressing under performance promptly.
- Prioritise high-quality professional development for all staff, including coaching and mentoring, aligned with individual, school and pupil needs and the Teachers' Professional Development Standards.
- Ensure that staff know and understand their professional responsibilities and are held to account.
- Plan, allocate and review workloads effectively, ensuring clear delegation and maintaining staff well-being and work-life balance.
- Commit to your own professional growth, drawing on successful practice elsewhere and engaging with networks and professional support.

## **Strengthening community and partnerships**

Work with external agencies to support the full statutory, academic and personal well-being of all Loddon pupils.

- Represent the school in external partnerships including the Local Authority, school networks and inspection frameworks.
- Communicate Loddon's ethos, values and ambitions clearly to staff, families and partners.
- Provide parents with regular information on the curriculum, pupil progress and key school matters.
- Build strong partnerships with parents, the Earley community and external organisations to enrich learning.
- Collaborate with other schools and organisations to share expertise and strengthen practice.
- Maintain effective professional relationships across education and public services to improve outcomes for all pupils.

The duties, responsibilities and performance objectives associated with this role will be reviewed regularly.

# Person specification

## Qualifications and experience

Criterion	Essential/Desirable	Evidence
Qualified teacher, e.g. Cert Ed, B.Ed, PGCE or other linked degree qualification.	Essential	Application
NPQH or equivalent leadership qualification.	Desirable	Application
Safeguarding Level 3 Designated Safeguarding Lead.	Desirable	Application
Senior leadership experience as a Headteacher, Deputy Head, Assistant Head in primary phase education.	Essential	Application, Interview
Senior leadership experience in a provision for pupils with SEND, including resource base settings.	Desirable	Application, Interview
Evidence of sustained, relevant professional development.	Essential	Application

## Developing for the future

Criterion	Essential/Desirable	Evidence
Ability to think strategically and work with others to develop strategic direction.	Essential	Application, Interview
Ability to translate vision into action effectively.	Essential	Interview
Demonstrated understanding of school self-evaluation and implementation of continuous improvement.	Essential	Application, Interview
Open to new ideas and thinking, and prepared to encourage innovation.	Desirable	Interview
Ability to promote the school's vision and values, inspiring others through consistent leadership.	Essential	Application, Interview
Experience of effective working with governors or trustees.	Desirable	Application, Interview
Ability to build strong, professional relationships.	Essential	Interview
Experience of leading a school through Ofsted inspection or significant organisational change.	Desirable	Application, Interview

## School culture

Criterion	Essential/Desirable	Evidence
Commitment to values-based education and the ability to embed this across school life.	Essential	Application, Interview
Demonstrates professionalism, integrity, objectivity, openness and honesty.	Essential	Application, Interview, References
Ability to foster positive relationships across a diverse school community.	Essential	Application, Interview
Ability to create an inclusive, safe and orderly environment where pupils thrive and staff uphold high standards.	Essential	Application, Interview
Evidence of delivering ambitious educational standards for all pupils, including those with SEND.	Essential	Application, Interview
Ability to establish high standards of behaviour aligned with therapeutic, trauma-informed practice.	Essential	Application, Interview

## Leading teaching and learning

Criterion	Essential/Desirable	Evidence
Strong understanding of evidence informed teaching and how pupils learn.	Essential	Application, Interview
Ability to secure consistent high-quality teaching across subjects and phases.	Essential	Application, Interview
Experience of designing or leading a broad, coherent and knowledge rich curriculum.	Essential	Application, Interview
Ability to develop subject leaders with deep expertise.	Desirable	Application, Interview
Strong understanding of early reading, including systematic synthetic phonics.	Desirable	Application, Interview
Skilled in using valid, reliable and proportionate assessment to understand progress and inform teaching.	Essential	Application, Interview
Experience of monitoring and evaluating the quality of teaching and learning.	Essential	Application, Interview
Ability to challenge under performance and secure rapid improvement.	Essential	Application, Interview
Commitment to inclusive practice for all pupils, including those with SEND or vulnerabilities.	Essential	Application, Interview
Understanding of Ofsted expectations and ability to ensure staff are well prepared.	Essential	Application, Interview

## Managing the School

Criterion	Essential/Desirable	Evidence
Significant experience of safeguarding within an education setting.	Essential	Application, Interview
Experience working as a Designated Safeguarding Lead (DSL) and with external teams (e.g. Children's Services).	Desirable	Application, Interview
Ability to implement rigorous systems for identifying, managing and mitigating risk.	Essential	Application, Interview
Experience leading school operations and improvement.	Desirable	Application, Interview
Experience of managing school finance and a good understanding of drivers for school budgets.	Essential	Application, Interview
Able to plan, organise and deploy the school's resources to best effect, being mindful at all times of value for money.	Essential	Interview
Experience of line managing and developing high quality staff.	Essential	Application, Interview
Experience of establishing systems, processes and policies that enable smooth, efficient school operations.	Essential	Application, Interview
Experience managing school site and facilities.	Desirable	Application, Interview
Ability to deploy staff effectively to deliver strong pupil outcomes.	Essential	Application, Interview

## Developing self and working with others

Criterion	Essential/Desirable	Evidence
Demonstration of inspirational leadership.	Essential	Interview
Proven ability to lead, motivate and develop staff at all levels to fulfil their potential.	Essential	Application, Interview, References
Demonstrated open collaborative working style with staff and wider stakeholders.	Essential	Interview
Approachable and empathetic, and comfortable being highly visible to pupils, governors, parents and others within the wider community.	Essential	Interview
Experienced in coaching and mentoring.	Desirable	Application, Interview
Skilled in planning, allocating and reviewing workloads to support well being and work life balance.	Essential	Application, Interview
Commitment to personal professional development.	Essential	Application
Resilience and commitment to self-reflective practice.	Essential	Application, Interview
Ability to work well in a team and promote a teamwork ethos.	Essential	Application, Interview
Experience of leading staff through organisational change or cultural development.	Desirable	Interview

## Strengthening community and partnerships

Criterion	Essential/Desirable	Evidence
Ability to work effectively with external agencies to support pupils' statutory, academic and personal well-being.	Essential	Application, Interview
Confidence in representing the school in external partnerships, networks and inspection processes.	Essential	Application, Interview
A good communicator, with the ability to convey important information effectively to a diverse audience.	Essential	Application, Interview
Experience building partnerships with parents and community.	Desirable	Application, Interview
Experience of collaborating with other schools to share expertise and strengthen practice.	Essential	Application, Interview

# Application process

## Safeguarding commitment

Loddon Primary School is committed to safeguarding children. The application process for this post includes an enhanced DBS, reference checks and an online search. Shortlisted applicants will be required to submit a Self-disclosure Form prior to interview.

## Visiting the School

We encourage applicants to visit the School prior to submitting their applications. School tours are offered on 23, 26 & 27 March and 14 & 15 April. Please contact Lisa Hawker via email at [secretary@loddon.wokingham.sch.uk](mailto:secretary@loddon.wokingham.sch.uk) or by phone 0118 926 1449 to arrange a tour.

## Application form

Applications must be made using the Wokingham Borough Council application form. [Download a copy](#) or email [secretary@loddon.wokingham.sch.uk](mailto:secretary@loddon.wokingham.sch.uk).

## References

Applicants must provide the details of two referees, one of which must be their current or most recent employer. We are unable to accept pre-written references. Referees of shortlisted applicants will be contacted directly.

## Closing date

4pm, Wednesday 15 April 2026. Application forms must be submitted via email to Lisa Hawker [secretary@loddon.wokingham.sch.uk](mailto:secretary@loddon.wokingham.sch.uk)

## Shortlisting

Applications will be shortlisted against the criteria listed in the Person Specification. Applications will also be checked for gaps in employment history.

## Interview dates

Interviews will take place on Thursday 23 and Friday 24 April 2026.



## Contact us

[secretary@loddon.wokingham.sch.uk](mailto:secretary@loddon.wokingham.sch.uk)

0118 926 1449

Silverdale Road, Earley, Reading, RG6 7LR

 [Get directions](#)

[www.loddonprimary.co.uk](http://www.loddonprimary.co.uk)

**Loddon  
Primary School**

