



# THE STONEHENGE SCHOOL



## PASTORAL MANAGER Application pack

The Stonehenge School  
Holders  
Road  
Amesbury  
Salisbury  
Wiltshire  
SP4 7PW  
t: 01980 623407  
e: [office@stonehenge.wilts.sch.uk](mailto:office@stonehenge.wilts.sch.uk)

# WELCOME FROM THE HEADTEACHER

At the Stonehenge School we believe that there is no limit to any student's potential. We aspire to develop a positive learning community in which effort, participation and achievement are valued.

Striving for excellence, we aim to create an outstanding school where students are happy, healthy and given opportunities to exceed their expectations. Enriched by history and culture, Stonehenge is a school for the future.

The school is increasingly popular and to cater for a growing roll we moved into our £6.5 million new build in 2019 that provided an extension to the school, allowing our full number on roll to eventually grow to 1120 pupils. In September 2023, we also moved into the second phase in our redevelopment, which replaced older facilities in the school. Applications for entry into Year 7 have been over-subscribed in each of the last three years and we are expecting the same this year.

The school community is important to us, meaning that we have strong relationships with our students, and a collegiate supportive atmosphere within staff.



## PERSONALISED PROVISION

The Stonehenge school provides students with the opportunity to study a wide spread of subjects throughout Key Stage 3 and 4, providing full access to the National Curriculum with coverage of the full Ebacc at Key Stage 3, including 3 languages and a full range of arts subjects.

At Key Stage 3, key skills and knowledge are assessed using our 'I can' system, allowing teachers and students to keep track of their learning and progress. Students are given the flexibility and ownership to design their own option choices towards the end of Year 8, meaning that students study the curriculum that they choose, whatever their ability, allowing them to fully realise their future aspirations. At Key Stage 4 students are offered the full Ebacc, and the importance of taking a humanities and a language is discussed with parents as part of the options process. A variety of vocational courses are also offered to allow for development towards particular careers, or the pursuit of individual interests.

## PREPARING FOR THE FUTURE

Qualifications are highly important, and our examination results reflect our commitment to this. However, school is also about preparing students for their future career and roles in the larger community. Students are offered many opportunities to develop team working and leadership skills. The prefect team in Year 11 is led by the Head Boy, Head Girl and their deputies. Students can initiate projects and share decision making through an active School council. Careers guidance is provided throughout all years. A large number of students enjoy taking part in activities throughout the school year, including drama productions and musical concerts. We have excellent sporting facilities on site and at Amesbury Sports Centre, and run many sports teams and offer a number of extra-curricular sporting clubs, including rugby, basketball, netball, hockey, football and cricket. Trips and visits are run regularly; Year 9 can visit Pencelli Activity Centre in Wales and current trips planned include food trips to Normandy, outdoor pursuits in the Alps, and Geography trips to Iceland. There are regular Geography field trips, annual whole school cultural capital trips and the Languages department arrange annual visits to France or Germany.

The latest Ofsted inspection took place in September 2022 and concluded that... “The Stonehenge School continues to be a good school” and that “pupils like coming to school”. They explored the “clear vision (that we have) for the school’s next steps” and the “broad curriculum that (is) in place for every pupil”.

A recent evaluation by the Local Authority reported that ‘there is a positive and respectful school culture where the staff know and care for the students’ and the ‘leaders have a clear consistent vision which is realised through strong, shared and owned values and practice’, and praised the emphasis that we place on developing our staff.

I look forward to welcoming applications from you,

Carole Dean

# Pastoral Support

Students at The Stonehenge School are supported by a strong and experienced pastoral team that includes their Tutor, Progress Leader, Pastoral Manager, SMT pastoral link, and, where needed, a range of external agencies. This collaborative network ensures that pupils' wellbeing, behaviour, and personal development are supported with care, consistency, and professionalism.

Each year group has a dedicated **Pastoral Manager**, a non-teaching specialist who plays a vital role in promoting student welfare and removing barriers to learning and attendance. Working alongside the Progress Leader, Pastoral Managers provide early intervention, targeted support, and day-to-day guidance for pupils who may be experiencing difficulties with behaviour, attendance, emotional regulation, or personal circumstances.

Pastoral Managers at Stonehenge are **trained in a range of mental health and wellbeing interventions**, making them a key part of our approach to early help. Many are qualified in **ELSA (Emotional Literacy Support)** and are able to deliver **bereavement counselling**, **'talking and drawing' therapy**, and other supportive conversations that help pupils navigate trauma, anxiety, low mood, or social challenges. They work sensitively with individuals and families, liaising with external services where appropriate, and always putting the wellbeing of the child at the centre of their practice.

This is a varied, fast-paced, and at times emotionally demanding role — but it is also deeply rewarding. Pastoral Managers make a tangible difference in the lives of young people, helping them to feel safe, understood, and empowered to succeed. While each Pastoral Manager focuses on their own year group, they also work collaboratively as a team, sharing strategies and insights to ensure a cohesive and high-quality standard of care across the school.

# Pastoral Manager

Start Date: 1st September 2025

Salary: Grade G, point 12-14 (actual salary £22,914 - £24,458 per annum). Term time only, 39 weeks p.a., including 5 TD days across the year.

35 hours per/week: Monday – Friday 8.30am – 4.00pm (30 minutes unpaid lunch)

Contract: Permanent

Closing Date: Friday 8<sup>th</sup> August 2025, 9.00am

We are seeking to appoint a new Pastoral Manager in order to meet the needs of our families and students.

The Pastoral Manager will be assigned its own year group and will provide effective and efficient pastoral and administrative support to the respective Progress Leader. Employing a range of interventions, the Pastoral Manager will promote positive attitudes to learning and behaviour that maximises the achievement and wellbeing of students in the year group.

You should also be willing to cover absent colleagues should the need arise.

A comprehensive training programme will be provided to support and develop the successful candidate. Informal visits to the school are welcome.

Application form and further details are available on the school website and should be returned to:

Mrs D Harker, The Headteacher's PA, The Stonehenge School, Holders Road, Amesbury, Wiltshire, SP4 7PW.

Email: [harkerd@stonehenge.wilts.sch.uk](mailto:harkerd@stonehenge.wilts.sch.uk)

Website: [www.stonehenge.wilts.sch.uk](http://www.stonehenge.wilts.sch.uk)

# Job Description

The Stonehenge School is a Wiltshire Council mixed comprehensive school for students aged 11-16.

Key tasks linked to the role:

1. Liaise with the wider Pastoral Team to identify students requiring further support.
2. Provide appropriate attendance intervention in the form of SAM meetings.
3. Work 1 to 1 with our most vulnerable students, including FSM6 students.
4. Liaise with colleagues, parents and outside agencies in order to ensure students receive appropriate specialist support.
5. Develop appropriate group intervention programmes to address barriers to learning such as : lack of resilience, study skills, anger management etc.
6. Liaise with staff and parents to deal with low level behavioural issues.
7. To assist in the enrolment of new students into the Stonehenge School
8. Complete appropriate admin tasks such as record keeping of interventions or referral forms.
9. Attend relevant cpd
10. Cover lessons and/or tutor periods for absent teaching staff.
11. Complete lunchtime duties

**This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to an enhanced CRB check.**

# Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>GCSE English and Maths (or equivalent) at grade C or above</li> </ul>	<ul style="list-style-type: none"> <li>5 GCSE (or equivalent) including English &amp; Maths</li> <li>St John's Ambulance First Aid/Red Cross First Aid or equivalent or prepared to undertake training</li> <li>Mini Bus license</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Ability to manage own workload, prioritise tasks and deal with a wide range of demands from different groups of people</li> <li>Experience of promoting positive character development and aspirations.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a School environment</li> <li>Experience of working with young people and families and other external agencies</li> <li>Experience of managing and engaging groups of young people to learn</li> <li>Experience in developing intervention programmes</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>Knowledge of behaviour strategies</li> <li>Safeguarding</li> </ul>	<ul style="list-style-type: none"> <li>Elsa trained</li> <li>Qualifications in a mentoring /training capacity.</li> </ul>
Skills	<ul style="list-style-type: none"> <li>Good communication &amp; negotiation skills</li> <li>Ability to remain calm under pressure and influence behaviour of students positively.</li> <li>Have a non-judgemental disposition.</li> </ul>	<ul style="list-style-type: none"> <li>Good level of IT literacy using a variety of applications in an educational environment</li> </ul>