



Join our Outstanding Special School

Full Time Class Teacher, Manor Mead School Virginia Water

- **Salary:** MPR/UPR + Fringe + SEN1 allowance. ECTs welcome to apply
- **Contract:** Full-time, Permanent
- **Primary workplace:** Manor Mead School Virginia Water
- **Application Closing date:** **Tuesday 27th January 2026**
- **Interview date:** **Tuesday 3rd February 2026**

Dear Candidate,

Manor Mead is an Outstanding primary school for pupils, age 4-11, with severe, profound and multiple learning difficulties, some with associated autism and Complex Social and Communication Needs (CSCN). We have two sites; one in Shepperton (PMLD, SLD, associated Autism) and one in Virginia Water (CSCN, ASD).

We would love to hear from applicants who would like to lead a class at our Virginia Water site. Successful candidates will be supported within the class by a senior teaching assistant and a team of teaching assistants and more widely by a senior management team with many years' experience and an excellent understanding of the rewards and challenges of teaching in a special school. You will also be collaborating with parents, therapists, specialist teachers and other professionals to support our pupils' diverse needs and enable them to learn and make progress. You will have responsibility for a curriculum area (unless you are an ECT) which will be agreed on appointment.

Manor Mead School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Following the procedures recommended to safeguard children, we will be taking up references if you are shortlisted for an interview. The successful applicant will be required to undertake a DBS check.

We look forward to receiving your application.

Yours sincerely,

Tracey Penman
Headteacher

Part of:



Headteacher: Mrs Tracey Penman www.manormead.lseat.org.uk
Shepperton: Laleham Road, Shepperton, Middlesex, TW17 8EL
01932 241834 mma-office1@manormead.lseat.org.uk
Virginia Water: Christchurch Road, Virginia Water, Surrey GU25 4PX
01344 842308 mma-admin2@manormead.lseat.org.uk
Group Principal and CEO: Dr Sam Parrett CBE





Safeguarding Children: Child Protection Policy Statement

Through this Child Protection Policy we are supporting these aims of the schools:

- To provide a safe and secure environment for our pupils where learning is enjoyable and challenges can be met and overcome
- To work in partnership with parents so we may support each other to the benefit of the child
- To work closely with other professionals to support children and their families
- To enable each child to develop a sense of high self-esteem
- To promote respect of others regardless of race, culture, religious beliefs, gender or disability.

Responsibilities

The School recognises its responsibility under Section 175 of the Education Act 2002:

- To safeguard and promote the welfare of children; and to work together with other agencies to ensure there are adequate procedures in school to identify, assess and support those children who are suffering harm.
- To ensure that all staff have received the level of training they need in the area of Child Protection.
- To ensure that all adults who have substantial access to the children in school have been checked for their suitability e.g. Disclosure and Barring Service checks. Any staff member who is found not to be suitable to work with children will be notified to the appropriate bodies. Clearance is not required for students and volunteers who are not given 'substantial unsupervised access on a sustained or regular basis' to pupils.
- When letting the schools for use by other parties, the school takes responsibility for checking the suitability of the individual or organisation for their suitability of working with children and ensure that similar checks are carried out by the person or organisation who is using the school premises.

Designated Safeguarding Lead

The Designated Safeguarding Lead (DSL), who is the Headteacher, makes sure that all concerns are addressed following the agreed procedures and works with other agencies as appropriate.

All adults

All adults working in the schools have a part to play in protecting pupils from harm by reporting any concerns they have about a child's welfare in accordance with the school procedures. Keeping Children Safe in Education The schools follows the guidance 'Keeping Children Safe in Education'. Systems are in place which are designed to:

- Prevent unsuitable people working with children and young people
- Promote safe practice and challenge poor and unsafe practice
- Identify instances in which there are grounds for concern about a child's welfare, and initiate or take appropriate action to keep them safe
- Contribute to effective partnership working between all those involved with providing services for children and young people.

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