



# Iver Heath Junior School

*'We are Achievers; We are a Community;  
We are Proud and We are Inclusive'*



## HEADTEACHER RECRUITMENT PACK

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Dear Candidate,

We are delighted to extend a warm welcome to you as a potential headteacher at Iver Heath Junior School.

Our school is a vibrant and dynamic community committed to nurturing the talents and aspirations of every child. As you consider joining our team, we would like to share with you the core values that define our ethos and drive our success.

- Achievers: Every child is inspired to succeed and develop lifelong learning skills.
- Community: We take pride in our strong partnerships with parents and the wider community.
- Inclusive: High expectations and support are available for everyone to succeed.
- Proud: We create a safe, supportive environment where all achievements are celebrated.

We are excited about the prospect of you joining our school and contributing to the continued success and growth of Iver Heath Junior School. Your vision, experience, and passion for education align with our values and mission, and we believe that together, we can achieve remarkable things.

Thank you for considering this opportunity. We look forward to the possibility of welcoming you to our Iver Heath Junior School family.

Warm regards,

Sonia Sisk  
Chair of Governors  
Iver Heath Junior School



# About us

We are a junior, community school with over 195 pupils on the school roll.

Our school is set in spacious grounds which allows us to offer excellent learning opportunities both in and out of the classroom. We have large classrooms with lots of natural light, an expansive field, spacious playgrounds including an adventure trail, tyre track and outdoor gym equipment, a flood-lit astro-turf sports pitch, wild-flower area and dedicated wildlife/forest schools area.



## Safeguarding

Keeping children safe is the most important thing we do at Iver Heath Junior School.

We work hard to provide a safe environment for every child. We foster trusting relationships between staff, children, parents and wider family members to develop this. Children are encouraged to speak openly with any member of staff and understand that any member of the team is there to listen to them and take them seriously.

Every member of our staff receives regular safeguarding training and we ensure that all visitors to our school are aware of our expectations and policies.

## We are a Community

Iver Heath Junior School aims to be at the centre of the local community. We have strong links with other local schools, Pinewood Studios and many local clubs & businesses.

Our School Choir regularly perform at community events and we have an active PTA, who arrange many events such as discos, quizzes and fayres for the local community.

Iver Heath is lucky to have a very active Residents' Association. They have organised, among many things, a fabulous Spring Fair and several community litter pick events.

# About us

## Pastoral Care

Our pastoral care system ensures that every child feels supported and valued. We provide a nurturing environment where students can develop resilience, self-confidence, and interpersonal skills. We believe that a strong support system is crucial for academic and personal success.

## Extra-Curricular Activities

We offer a variety of extra-curricular activities to enrich our students' school experience, including clubs, sports, and educational trips. These activities are designed to support students' interests and talents, fostering a well-rounded education.



## Special Educational Needs and Disabilities (SEND)

We are committed to providing an inclusive education for all students. Our SEND provision ensures that students with additional needs receive the support required to succeed. Our team works closely with parents and external professionals to create personalized learning plans.

## Parental Involvement

We believe that education is a partnership between the school and families. We encourage parents to be actively involved in their child's education through regular communication, parent-teacher meetings, and school events. Their support and feedback are invaluable to us.



# Our vision and values

At Iver Heath Junior School, our vision is that everyone is safe, happy, and able to reach their potential. Our values guide our daily actions and decisions:

## We are *Achivers*

At Iver Heath Junior School, we believe in the potential of our students. We are dedicated to fostering a culture of excellence where every child is encouraged to strive for their personal best. Our commitment to high academic standards and continuous improvement ensures that our students not only meet but exceed their goals. As a headteacher, your leadership will inspire both staff and students to achieve outstanding outcomes and celebrate their accomplishments.

## We are a *Community*

Our school thrives on the strong sense of community that unites students, staff, parents, and local partners. We value the relationships that create a supportive and collaborative environment where everyone feels connected and valued. Your role as headteacher will be pivotal in nurturing these bonds, fostering an inclusive atmosphere where every voice is heard and respected.

## We are *Proud*

Pride in our school and its achievements is a cornerstone of our identity. We celebrate the diverse talents and successes of our students and staff. Your leadership will enhance this sense of pride, motivating everyone to take ownership of their learning and development.

## We are *Inclusive*

Inclusion is at the heart of everything we do at Iver Heath Junior School. We are committed to providing a welcoming and supportive environment for all students, regardless of their background or abilities. We embrace diversity and promote equality, ensuring that every child has access to the opportunities they need to succeed. As headteacher, your dedication to inclusivity will ensure that our school remains a place where everyone feels valued.

# Our Curriculum

Our curriculum is designed to provide a rich and engaging educational experience. We focus on developing academic skills, broader curriculum knowledge, personal and psychological skills, and interpersonal abilities. Our curriculum includes:

- Core Subjects: English (Wordsmith by Pearson), Maths (White Rose), Science (Developing Experts).
- Foundation Subjects: History, Geography, Art, Design and Technology (Plan Bee), Music (Charanga), PE (Real PE), Computing (Purple Mash).
- Personal Development: PHSE & RSE (Dimensions).

We aim to deliver this curriculum in a way that makes learning enjoyable and motivates students to achieve their best.

We recognise and teach each and every child as a whole and unique individual who has personal talents and challenges; likes and dislikes; passions and differences who is starting to find their place in the world. Throughout this journey, we aim to support them to learn:

- Academic skills and knowledge in core subjects that will become the bedrock of their future learning.
- Broader curriculum skills and knowledge that will enhance their understanding and enjoyment of the world.
- Personal skills such as being organised and time-keeping to enable them to cope well with real world expectations particularly in later stages of education and employment.
- Psychological skills such as resilience, self-soothing and inner-belief to provide them the independence to succeed in life's many challenges.
- Interpersonal skills such as empathy, kindness, politeness, teamwork and friendship to allow them to become members of communities that enhance their own life and the lives of those around them.
- Self-reflection skills such as critically reflecting on their own experiences, actions and behaviours to allow them to recognise how they influence the world around them both positively and negatively so they may better themselves through their life.
- Mistakes are the first part of learning any new skill and they should be recognised as a positive sign that a new learning journey has started or continued not as a point to give up.

# School's Performance

Iver Heath Junior School is proud of its achievements and has been recognized as a good school by Ofsted in May 2023. Our latest performance data and Ofsted report highlight our commitment to providing a high-quality education and an inclusive learning environment. The full OFSTED Report is at the following link:

<https://reports.ofsted.gov.uk/provider/21/110279>

School report



## Inspection of a good school: Iver Heath Junior School

St Margaret's Close, Iver Heath, Buckinghamshire SL0 0DA

Inspection dates: 10 and 11 May 2023

### **Outcome**

Iver Heath Junior School continues to be a good school.

### **What is it like to attend this school?**

Pupils are proud to attend this happy, inclusive school. They enjoy warm, respectful relationships with staff and each other, and have confidence that the staff will listen to them if they have any concerns or worries. Incidents of bullying are very rare and pupils are confident that staff deal with any effectively. Leaders are quick to address any unkind behaviour that pupils report. Pupils feel happy and safe.

Leaders at all levels have high expectations of pupils, including pupils with special educational needs and/or disabilities (SEND). Behaviour is a strength of the school. Pupils understand the school's 'Golden Rules' and how they help keep everyone safe and able to do their best. Playtimes and lunchtimes are pleasant social events. Pupils work hard during lessons and achieve well.

Leaders have created a range of opportunities for pupils to lead in their school community. Pupils enjoy these roles where they learn to appreciate and consider other people's views.

Pupils relish the raft of different clubs on offer, including dodgeball, ukulele, drama, and bellringing. Leaders have ensured that every pupil who wants to take part in clubs and trips are enabled to do so, including pupils with SEND and disadvantaged pupils.

# Headteacher Job Description

## Main purpose

### The headteacher will:

- Establish and sustain the school's ethos and strategic direction together with the governing board and through consultation with the school community
- Establish and oversee systems, processes and policies so the school can operate effectively
- Identify problems and barriers to school effectiveness, and develop strategies for school improvement that are realistic, timely and suited to the school's context
- Make sure the school development plan is effectively implemented
- Monitor progress towards achieving the school's aims and objectives

## Qualities

### The headteacher will:

- Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct
- Build positive and respectful relationships across the school community
- Serve in the best interests of the school's pupils

## Duties and responsibilities School culture and behaviour

### The headteacher will:

- Create a culture where pupils experience a positive and enriching school life
- Uphold ambitious educational standards in order to prepare pupils from all backgrounds for their next phase of education and life
- Ensure a culture of staff professionalism
- Encourage high standards of behaviour from pupils, built on rules and routines that are understood by staff and pupils, and clearly demonstrated by all adults in school
- Use consistent and fair approaches to managing behaviour, in line with the school's behaviour policy

# Headteacher Job Description

## Teaching, curriculum and assessment

### The headteacher will:

- Establish and sustain high-quality teaching across all subjects and phases, based on evidence
- Ensure teaching is underpinned by subject expertise
- Effectively use formative assessment to inform strategy and decisions
- Ensure the teaching of a broad, structured and coherent curriculum
- Establish curriculum leadership, including subject leaders with relevant expertise and access to professional networks and communities
- Use valid, reliable and proportionate approaches to assessing pupils' knowledge and understanding of the curriculum

## Additional and special educational needs (SEN) and disabilities

### The headteacher will:

- Promote a culture and practices that enables all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Make sure the school works effectively with parents, carers and professionals to identify additional needs and provide support and adaptation where appropriate
- Make sure the school fulfils statutory duties regarding the SEND Code of Practice.

## Managing the school

### The headteacher will:

- Ensure staff and pupils' safety and welfare through effective approaches to safeguarding, as part of a duty of care
- Manage staff well with due attention to workload
- Ensure rigorous approaches to identifying, managing and mitigating risk

## Professional development

### The headteacher will:

- Ensure staff have access to appropriate, high standard professional development opportunities
- Keep up to date with developments in education
- Ensure training and continuing professional development is effectively planned, delivered and evaluated
- Make sure professional development opportunities draw on experts both within, and beyond the school
- Seek training and continuing professional development to meet the needs of all staff members

# Headteacher Job Description

## Governance, accountability and working in partnership

### The headteacher will:

- Understand and welcome the role of effective governance, including accepting responsibility
- Ensure that staff understand their professional responsibilities and are held to account
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties
- Work successfully with other schools and organisations
- Maintain working relationships with fellow professionals and colleagues to improve educational outcomes for all pupils

### Terms and conditions of the role:

Salary: L14 £72,763 to L21 £86,138

Hours: Permanent, Full Time

Start date: 1 September 2026

# Headteacher Person Specification

Knowledge and Skills	Essential or Desirable	Evidence Source
Able to articulate and share an ambitious strategic vision that gains ownership throughout the school	Essential	A, I
Knowledge and understanding of and ability to respond to current educational policies and practices including statutory requirements and the legal framework in which schools operate. Political insight and knowledge of national trends that could impact upon the school	Essential	A, I
Vision to lead on continuous site development, including bidding for external grants to continue to deliver a modern, fit for purpose and effective environment to support the vision and objectives of the school	Essential	A, I
Practitioner with a clear understanding of what makes a good and outstanding learning, teaching and assessment, leading by example. Track record of the professional development of teams and staff to raise the quality of teaching to improve outcomes.	Essential	A, I
Ability to work successfully with the staff and wider parent body	Essential	A, I
Commitment to provide a rich and varied curriculum to meet the needs of all pupils	Essential	A, I
Ability to develop, empower and support individuals and teams, to recognize and promote excellence and the skills and resilience to challenge poor performance across the school	Essential	I
Ability to develop and maintain effective relationships with the Chair of Governors and Governing body to ensure effective governance and successful implementation of the governing body's responsibilities.	Desirable	I
Ability to provide concise and accurate reports to a range of stakeholders including the Governing Board and the Local Authority	Essential	A, I
Ability to strategically lead, promote and demonstrate good communication systems to a range of audiences at all levels	Essential	A, I, R
Commitment to and ability to implement an ethos of the highest standards of pupil behaviour, standards and welfare	Essential	I
Effective people management capabilities including the understanding of the role of appraisal, staff development and school improvement	Essential	I
Experience of and a commitment to sustaining a safe, secure and healthy environment, and to promote inclusion	Essential	A, I, R
Evidence of appropriate safeguarding training at senior leadership level	Essential	A, I, R
Experience of working with outside agencies	Desirable	A

# Headteacher Person Specification

Qualifications and Continuing Professional Development	Essential or Desirable	Evidence Source
Recognised degree or equivalent	Essential	A
Qualified Teacher Status	Essential	A
Hold NPQH or commit to undertaking this course upon appointment	Desirable	A
Qualification of either NASENCO or PPQ	Desirable	A
A recent and appropriate track record of professional development relating to school leadership	Essential	A
A track record of collaborative working with other schools	Desirable	A, I
Experience of effective management of people and financial resources	Essential	A, I

  

Experience	Essential or Desirable	Evidence Source
Successful experience of teaching and leadership across the Primary stage	Essential	A, I
Experience of being a member of the Senior Leadership Team in a primary school	Essential	A, R
Proven track record in raising educational standards for all pupils in KS2 as well as specific groups	Essential	A, I, R
Experience of strategic financial planning, managing budgets and resources along with making effective use of resources including Pupil Premium, sports and CIF grant	Essential	A, I
Commitment to fostering and developing the relationships between the school, local and wider community.	Essential	A, I
Proven experience of implementing effective school self-evaluation and school improvement	Essential	A, I
A commitment to effective continuous professional development for all	Essential	A, I
Ability to exemplify how the needs of all groups have been met through high-quality teaching (e.g., SEND, EAL, Most Able, PP, FSM, gender)	Essential	A, I

# Headteacher Person Specification

Personal Skills and Attributes	Essential or Desirable	Evidence Source
Excellent interpersonal and communication skills	Essential	A, I
Passionate about education, inclusion and success for all. Leading by example with optimism, empathy and integrity to inspire, motivate and generate trust in others and the ability to build and develop teams across schools.	Essential	A, I
Reflective practitioner, able to respond to and shape the creative energies of the leadership team and others	Essential	A, I
Commitment to ensuring a healthy work life balance and promoting the health and wellbeing of all within our school community	Essential	A, I
Ability to apply analytical, creative and flexible solutions in response to the changing demands in school	Essential	A, I
Demonstration of a high degree of personal integrity	Essential	A, I

## Method of Assessment

**A – Application Form/Letter**

**C – Certificate**

**I – Interview**

**R - References**

# Application process

## Schools visits

We encourage all applicants to make a school visit. This can be arranged by contacting the school office on 01753 651382 or email [bursar@iverheath-jun.bucks.sch.uk](mailto:bursar@iverheath-jun.bucks.sch.uk)

## Applications

Please send your completed application form to the School Bursar, email [bursar@iverheath-jun.bucks.sch.uk](mailto:bursar@iverheath-jun.bucks.sch.uk) by noon on Friday, 20th February 2026.

Please note that we do not accept CVs. We are an equal opportunities employer, welcoming applications from all sections of the community.

## Interviews

Interviews will be held week commencing 10th March 2026, at the school, and are expected to take most of the day. Candidates will be asked to undertake a range of activities and we will ensure that you have plenty of opportunity to ask all of the questions you may have. The Selection Panel reserves the right to hold a second round of interviews if two or more candidates perform equally well at first interview. The Selection Panel will notify you of its decision as soon as possible after the interviews have concluded. Candidates who are unsuccessful at interview will be afforded an opportunity for feedback on their performance if they wish.

## Safeguarding

Keeping children safe is the most important part of our work at Iver Heath Junior School. We work hard to ensure that we provide a safe environment, within which the children feel safe and are able to talk to our staff about any concerns. In line with safer recruitment an enhanced DBS check will be required for the successful candidate.



