



Hardenhuish School

A High Performing Academy

December 2025

Dear Applicant

Thank you for the interest you have shown in our permanent post of **Pastoral Manager** at Hardenhuish School.

We wish to appoint an efficient and highly organised Pastoral Manager to assist a Learning Manager to support the welfare and behaviour of a year group of pupils. Experience in an education setting would be an advantageous, although not essential as full induction and training will be provided for the successful candidate.

After reading the supporting job description, I hope you will pursue an application for this interesting and rewarding role. Please send your completed application and equal opportunities forms to Human Resources at hr@hardenhuish.wilts.sch.uk.

Hardenhuish School is committed to safeguarding and protecting the welfare of children and young people and, as such, has robust safeguarding policies and procedures. We expect all staff and volunteers to share this commitment and our application pack includes the School's Safeguarding Child Protection Policy with Handbook.

Please note, shortlisted applicants will be expected to respond appropriately to safeguarding questions at interview and the successful candidate will be required to complete an enhanced DBS disclosure.

The closing date for this post is **8am on Monday 15th December 2025** and interviews will be arranged with shortlisted candidates on an individual basis. If you wish to discuss this vacancy or the interview process please contact Becky Dunn, Recruitment Manager via her email address rad@hardenhuish.wilts.sch. Interviews may be held once a suitable field is identified, which may be before the closing date. Unfortunately, due to the high response rate that we receive for posts such as these, we are unable to offer feedback on individual applications which are not shortlisted for interview.

Thank you again for your interest in Hardenhuish School and I hope you will pursue your application.

Yours sincerely

Lisa Percy

Lisa Percy
Headteacher