

SENIOR SCHOOL PASTORAL LEAD



ABINGDON
HOUSE SCHOOL

VACANCY INFORMATION PACK





Introducing *Abingdon House* *School*

Thank you for your interest in our school.

Abingdon House School is an independent day school for children with special educational needs including autism, ADHD, dyslexia, dyspraxia and associated social communication profiles. We deliver a mainstream-style environment with a fully integrated programme of education, therapy, pastoral support, and personal development.

You'll be joining a multidisciplinary team of teachers, therapists and support staff at our Senior School campus, working together to deliver meaningful outcomes for our students aged 11-18.





Introducing *Abingdon House* *School*

We are proud of our integrated, multidisciplinary approach.

At AHS, our holistic approach supports progress in academic studies, communication, independence and wellbeing. Every student follows a personalised pathway and benefits from therapeutic support throughout the day, delivered by a multidisciplinary team including teachers, therapists, and pastoral practitioners.

We are proud to be an ISA-accredited and Google Reference School. Abingdon House is inspected by both CReSTeD and the Independent Schools Inspectorate (ISI), and we were recently awarded ISI's highest accolade, "a significant strength", for our highly effective interdisciplinary practice and the successful integration of therapeutic approaches into our students' learning.





Introducing *Abingdon House* *School*

AHS is part of the Cavendish family of schools.

Cavendish Education is a family of independent co-educational day schools, boarding schools, and colleges for students with special educational needs between the ages of five and 21.

Cavendish has been transforming common perceptions of specialist education with an unparalleled approach that sits between mainstream and traditional SEN schools. All Cavendish schools challenge the meaning and implications of neurodiversity, with a curriculum that supports students to thrive – academically, socially, and emotionally.





The role *at a glance*

Senior School Pastoral Lead

- This will be a full time role
- You'll be at our Senior School campus, working with students aged 11-18
- You'll be based in Marylebone, Central London
- You will be a key member of the middle leadership team, reporting to the Assistant Headteacher responsible for therapy and pastoral provision. You will lead the planning and delivery of effective, research-led mental health and behaviour support, with responsibility for the strategy, planning, implementation and evaluation of our pastoral programme. You'll work closely and collaboratively with students, staff and families in this role.





Key responsibilities

The **main aspects** of this role are:

- Supporting the Assistant Head in the planning, implementation and ongoing review of universal pastoral support systems across the Senior School.
- Leading the strategic planning and delivery of targeted and specialised mental health support for pupils, including the development and facilitation of individual and group sessions.
- Designing and delivering targeted and specialised wellbeing and behaviour interventions, tailored to meet the needs of pupils.
- Overseeing the administration and tracking of key pastoral systems, including Pupil Intervention Logs (PILs), Behaviour Support Plans (BSPs) and Individual Behaviour Reports (IBRs).
- Coordinating and leading the school's reactive behaviour response, providing on-the-ground support, de-escalation and guidance when needed.
- Leading on daily communication of pastoral updates and changes to children's pastoral plans.
- Supporting the ongoing development and consistent implementation of the whole-school behaviour policy, ensuring it reflects the needs of the AHS Senior context.
- Working in close collaboration with the Prep School Pastoral Team, ensuring effective cross-phase communication, consistency in systems, and shared strategic planning.
- Contributing to the planning and delivery of staff training, particularly in relation to pastoral care, behaviour management, and trauma-informed approaches.
- Supporting staff wellbeing monitoring and evaluation.
- Working closely with parents to provide pastoral support, maintaining clear, open, and proactive communication to promote students' well-being and engagement.
- Contributing to school life more broadly, through involvement in school events, outings and day-to-day supervision.





Person *specifications*

We're looking for an **pastoral professional** to join our school. You'll be able to show these **essential skills and requisite experience**:

- Experience working with children and young people with SEN, including those with social, emotional and mental health needs
- Experience handling pastoral concerns and responding to challenging behaviour in children
- Strong understanding of child development and the impact of trauma, anxiety and neurodivergence on behaviour
- Understanding of safeguarding principles and child protection procedures
- Knowledge of positive behaviour support, restorative approaches and personalised wellbeing planning
- Ability to remain calm and confident in challenging situations
- Strong communication and interpersonal skills
- Ability to model and promote emotionally intelligent behaviour support
- Excellent administrative and organisational skills, with proficiency in Google Workspace.
- Empathetic and reflective manner, even when under pressure
- Commitment to inclusive practice and equity.
- Reliable, professional and resilient character

CONFIDENCE | COMPETENCE | CREATIVITY | CHARACTER





Person *specifications*, continued

In addition to those essential skills and qualities, it would be great if you **also** had...

- Experience in leading behaviour support or wellbeing interventions
- Experience of working within a multi-agency or multi-disciplinary context
- Experience planning, delivering and evaluating targeted interventions
- Detailed knowledge of the SEND Code of Practice
- Ability to analyse data to inform intervention planning
- Experience contributing to whole-school improvement through student and staff collaboration

CONFIDENCE | COMPETENCE | CREATIVITY | CHARACTER





What are the *perks?*

- Access to a full CPD programme + career progression opportunities
- 13 weeks of holiday per year, plus two term-time personal leave days
- Flexible working opportunities, with weekly PPA that can be taken remotely
- Free lunch every day, plus cooked breakfast twice per week when on-site
- A great employee assistance programme with access to wellbeing support + advice
- Cycle-to-work scheme
- Competitive salary + pensions contributions

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Role details & how to *apply*

- Start date: Summer 2026
- Salary: £30,859 - £37,539
- Working schedule: 37 weeks per year (term time only), five days per week
- Location: In-person role with the option to work remotely for your allocated PPA hours

If you have any questions about the role or would like to apply, please email jennifer.lewin@abingdonhouseschool.co.uk

