THE VYNE COMMUNITY SCHOOL
Vyne Road, Basingstoke, Hampshire RG21 5PB
Head Teacher: Nicola Pearce
Telephone: 01256 473003
11-16 Mixed Comprehensive

Pupil Support and Guidance Manager
TERM TIME ONLY - 37 hours per week
Mon - Fri 8:15am - 4:15pm (Fri finish at 4.00pm)
Salary Grade D: £28,697 - £31,573 fte (pro rata annual salary approx £24,546)

The Vyne School requires a highly motivated Pupil Support and Guidance Manager to join our busy but friendly school. You will work closely with and support the Year Leaders in removing barriers to learning for students within their year groups whether from behaviour choices, attendance or peer and social issues. To support the schools three simple rules:

- Be ready
- Be respectful
- Be your best

To work as part of the Vyne Inclusion Team to safeguard the wellbeing of students. To ensure the highest quality of communication between tutors, year leaders, teachers, parents, the wider Inclusion Team and external agencies as appropriate. You will support the attendance and welfare officer in their role to encourage and support good attendance. This job forms a key part of the school's pastoral team and the post holder will need to be of a temperament to work under pressure, often in emotionally-charged and sensitive situations. This role requires a high degree of integrity and a full understanding of the confidentiality of the issues with which the role holder will be dealing.

Some flexibility in working arrangements could be considered.

If you feel you have the qualities and experience to succeed in this post, please contact the Personnel Officer Mrs Helen Hall h.hall@vyne.hants.sch.uk for further information and an application form or call the school on 01256 473003.

CLOSING DATE: Friday 11th December 2026
INTERVIEW DATE: W/C Monday 14th December 2026

The Vyne School reserve the right to interview early if we receive a high volume of applications.

The Vyne Community School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.