

Hello!

Hello, and thank you for your interest in the Reception & Administrative Assistant position at Stormont House School. I wanted to take this opportunity to tell you a little more about who we are, what matters to us, and the kind of person who is likely to thrive here.

Our students are terrific; they all have well-documented difficulties, but all come with untapped strengths and talents too. The vast majority arrive on secondary transfer from mainstream primary schools. They each make massive journeys in their learning and personal development from start to finish (though there may be bumps in the road at times!)

Stormont House has been judged 'outstanding' by Ofsted five times (2005, 2008, 2014, 2018 and 2024), and we are proud of that. But we are not complacent. Our vision — 'Achievement for all in a unique world-class school' — continues to push us forward. We want to be exceptional at what we do, because our students deserve nothing less. That means we need staff who are already very good, who want to keep getting better, and who are open to learning with us. We are not perfect; we make mistakes, reflect, and try to improve. If that sounds like the kind of school you would like to be part of, we would be pleased to hear from you.

We are looking for someone with commitment, energy, flexibility and resilience. A good sense of humour helps too. Just as importantly, we need someone who can build strong, respectful relationships with students, families and colleagues, and who understands that progress in a school like ours comes through teamwork, consistency and care.

We welcome applicants with a range of educational experiences, and I am particularly keen for our staff team to continue becoming more representative of the diverse community we serve. Please do not be put off if you have not worked in a special school before — very few of us had before we came here. What matters is that you bring strong school-based experience, a willingness to learn, and a clear commitment to our students.

Stormont House School is committed to safeguarding and promoting the welfare of children and young people, and all staff are expected to share this commitment. As part of our shortlisting process, we will carry out an online search, including social media checks, for all applicants. The successful candidate will be subject to an enhanced DBS check.

For Safeguarding purposes, one of your referees MUST be your current or most recent Headteacher (or equivalent) and we will ask for that reference in advance of the interview.

We will give careful consideration to applications that show applicants have taken the time to find out about Stormont House and explain why they want to work here. Generic supporting statements or CVs are unlikely to help us understand whether this is the right school for you.

If what you have read feels like the right fit for you, I hope you will consider applying. Stormont House is a special place to work, and we are looking for people who want to make a real difference alongside us.

Hope to hear from you soon.

Kind regards

Katie Foster
Headteacher