



Post of IT Network and Systems Manager

June 2026

Information for Candidates



Welcome

Thank you for your interest in the post of IT Network and Systems Manager, and for taking the time to read through this short information pack.

This is an exciting opportunity to work with a dedicated and enthusiastic staff who are united in wanting our young people to flourish in all aspects of their education. As the IT Network and Systems Manager, you will have significant responsibility and play a vital role while enjoying the camaraderie of a supportive Leadership Team and staff body as a whole.

The school is renowned for pursuing and providing high quality academic education, while valuing equally the broad development of its young people, so that they can be responsible, happy and productive members of society. Our students are proud to claim that they are a part of the 'Waddesdon Way', which is rooted in dignity and respect for all, irrespective of background, or belief.

An outstanding stand-alone academy in North Buckinghamshire, our school is an anomaly in an otherwise divided county which defines educational potential by the 11+. We are proud that students of all abilities choose to attend Waddesdon; they are attracted to our school because of our ethos and outstanding outcomes. We believe that all young people achieve well when we model high aspirations, deliver a challenging and well supported curriculum and provide excellent teaching. We believe that it is every child's right to be taught well and take our responsibility as educators seriously. What we do matters.

The Governing Body is looking for a candidate with a record of strong and experienced leadership in the areas outlined in the job description as well as being someone who, in addition to skilful delegation of tasks, is willing and able to resolve day to day IT issues themselves as required. You will enjoy this role if you take personal and professional satisfaction in achieving a job well done with a high level of attention to detail. You will have a passion for achieving a quality end result, and maintaining a professional working area, as well as robust systems for ensuring that the school remains compliant with all its IT and cybersecurity obligations).

The job description and person specification provide details about the values, attributes and personal qualities which enable us to enjoy happy and positive relationships across the student body and amongst the staff. I would encourage you to look at our website where more information can be found regarding the school and the diverse range of school activities.

We are very proud to serve our school community and look forward to welcoming you for an informal visit prior to your application. Please do contact us if you would like to arrange one.

Matthew Abbott, Headteacher



How to Apply

All candidates are asked to complete the application form as fully as possible and write a separate letter of application. Candidates' letters should indicate how their experience relates to this particular post. CVs may also be included if desired.

Completed applications should be returned by the closing date to:

Mr Matthew Abbott
Waddesdon Church of England School
School Lane
Waddesdon
Aylesbury Bucks
HP18 0LQ

Or recruitment@waddesdonschool.com

Closing date: 12 noon on Monday, 29th June.

Interviews will be held on application for shortlisted candidates, and are likely to take place towards the end of that week or the week beginning 6th July, for a full day, so apply early to ensure consideration. The invitation to interview will outline in detail the programme for the day.



A Place of Learning

Vision Statement

We believe that the purpose of education is to enable all people to flourish individually and collectively so that they can live a fulfilling life. As a community, we strive to achieve these aims, believing genuinely and unequivocally in the capacity and potential of every person.

Our ethos is rooted and grounded in the Christian values of love, compassion, kindness and intentional inclusion which foster dignity and respect for all. We want students to know that they are safe, and seen, at Waddesdon School. We uphold these same values for our staff. Being part of the Waddesdon family should enrich people's lives.

Self-confidence, self-belief and agency are nurtured through positive relationships, encouragement, acknowledgement of success and celebration of achievement. We value well-being and care deeply about the individual support we provide within an organisation which prizes fairness and equity.

Our happy and positive culture enables our students to fulfil their potential as self-disciplined, responsible and proactive citizens who are proud to claim that they are a part of the Waddesdon tradition, the 'Waddesdon Way', and who are ready to face the challenges of the modern world.

Academic and professional standards and expectations are high with a culture which we describe as being 'warm strict'. Learning is developed through a broad range of engaging and rich

educational opportunities. We are a dedicated and motivated community which enables our students, and staff, to work hard and achieve highly.

Pursuing excellent education means that Waddesdon School does not simply measure success by our outstanding outcomes; it is also measured by the development and character of our young people.

Christian Foundation

As a Church of England school, we are guided by the following verse from the book of John.

"I have come that they may have life and have it to the full."

This verse encapsulates for our school community the fullness of outstanding education in preparing students for the fullest of lives. We also acknowledge that life is not perfect and that it can often be messy. Embracing life in all its fullness includes acknowledging and navigating life's messiness, too.

The question of faith is a personal one and is not a requirement or prerequisite for any staff member working at Waddesdon. We welcome people from all backgrounds and from all faiths and none.



The IT Environment

This is an exciting opportunity for an experienced and motivated IT professional to take full ownership of the school's technology provision and play a key role in supporting teaching, learning and operational services across the school.

The successful candidate will manage a well-established and diverse IT environment, supporting approximately 150 staff and 1,000 students. The school operates a predominantly Microsoft-based infrastructure, administering its own Microsoft 365 tenancy and cloud services. User authentication is provided through an on-premises Active Directory environment synchronised with Microsoft Entra ID.

The school benefits from a modern and reliable network infrastructure, including a fully managed wireless solution with Extreme Networks access points refreshed in 2024 and supported by a specialist third-party provider. Staff are equipped with laptops to support flexible and mobile working, while administrative teams utilise desktop workstations. In addition to standard classroom technology, the school operates four dedicated student PC suites and five Apple Mac suites supporting Music and Art, providing a varied and interesting technical environment with a broad range of technologies and user requirements.

The IT infrastructure includes virtualised

servers hosted on Hyper-V, on-premises SIMS management information systems, Veeam backup solutions and Sophos security protection across all devices. The successful candidate will take a leading role in maintaining the security, resilience and reliability of the school's systems, including cyber security, business continuity and disaster recovery arrangements.

Printing and reprographics services are managed through PaperCut and a fleet of Ricoh multifunction devices, complemented by an in-house reprographics facility featuring high-volume production printing equipment. The IT Manager will line manage an IT Technician and a Reprographics Technician, providing leadership, support and professional development while ensuring the delivery of a high-quality service across the school. The IT Manager reports to the Headteacher.

The postholder will be responsible for the planning, management and development of all IT services, working closely with staff, students, senior leaders and external suppliers. This includes managing the IT budget, procurement activities, hardware refresh programmes, software licensing and third-party support contracts.

The successful candidate will contribute to the development and delivery of the school's IT strategy, identifying opportunities for innovation, efficiency and service

improvement. The school has a strong track record of investing in its technology infrastructure and has recently completed a number of significant projects, including:

- Commissioning and full network integration of a brand-new Sixth Form Building in 2025.
- Replacement of network switching infrastructure across all data cabinets, providing a modern and resilient network platform.
- Migration of the school's catering management system from an on-premises solution to a cloud-based service.
- A full teaching staff laptop refresh programme delivered at the start of the 2024/25 academic year.

There will be ongoing opportunities to shape future technology developments, cloud services, digital learning initiatives, infrastructure improvements and cyber security enhancements.

This role offers the opportunity to make a significant impact across the school, combining hands-on technical expertise, strategic leadership and team management to ensure technology continues to support the school's educational vision and operational objectives.



Our School

Waddesdon Church of England School is an outstanding, co-educational academy within the Diocese of Oxford. In September 2011, the Department for Education granted the school Academy status.

As a Church of England school, Waddesdon has very strong values and a clearly-defined culture and ethos. Every day begins with School Assembly, where our values are reinforced and aspiration and achievement are strongly promoted. The school benefits from excellent support from the Diocese of Oxford and local churches and organisations of different denominations.

During its history, the school has been successively a special agreement school, grant maintained and voluntary aided. These manifestations have had an impact. Probably the most formative period was when the school was grant maintained. During that time, the school's organisation became geared to well-defined accountability, including high academic achievement, good facilities and financial probity. These have been maintained and the school is in good financial health.

As a rural school, strong links with the community, through feeder primary schools, and church and village groups, are valued. The Waddesdon Estate, separate from Waddesdon Manor (National Trust) and the Rothschild family, is very supportive of the school. The Rothschild Foundation and the Local Authority joined in helping fund a new Sixth Form Building.

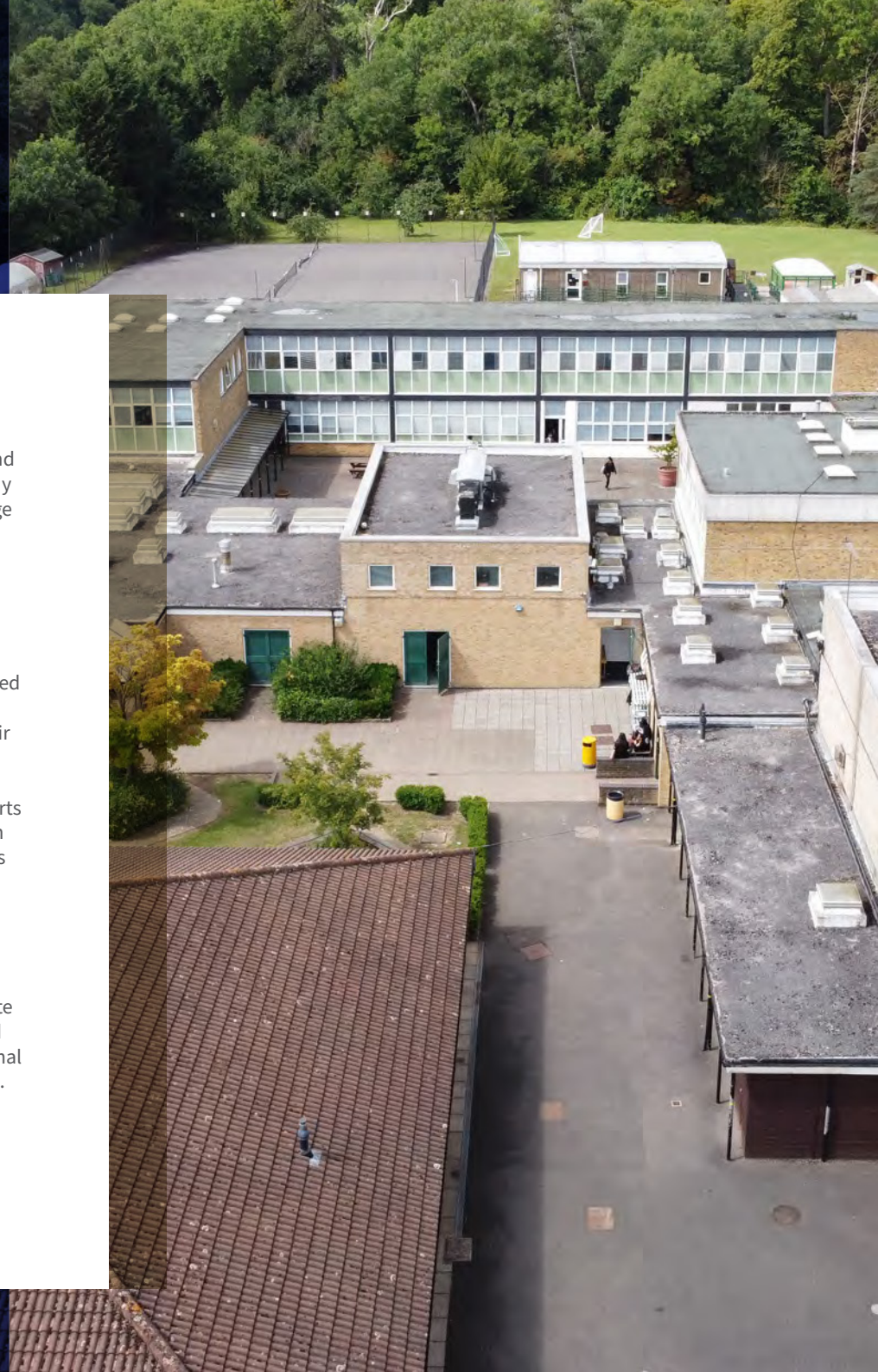
The school is situated on a beautiful, open site on the edge of the Waddesdon Estate. It was opened in September 1962 with approximately 200 students.

At that time its role in the community was clear – to serve a large rural catchment area. The school now caters for approximately 1,000 boys and girls aged between 11 and 18.

Over the past five years the Sixth Form has grown and there are now 300 students in Key Stage 5, with many students seeking to join the school from a wide range of neighbouring schools.

The school recognises that happy and secure students are most likely to gain maximum benefit from their time at Waddesdon. The school has a highly-developed system of pastoral care, with the pastoral management of the students being organised in mixed-ability tutor groups, within a year system. Form tutors, who move through the school with their form, play a crucial role in the pastoral organisation of the school and their work is coordinated by the Heads of Year. Parents receive regular progress reports and there is at least one teacher-parent consultation meeting each year. In addition, the school publishes a newsletter three times a year and a range of information booklets designed to support students and parents.

There is healthy support for a wide range of after-school activities. Music, Drama, Art and PE contribute significantly to the extra-mural life of the school and Waddesdon seeks to enrich and supplement its formal curriculum with a range of extra-curricular activities.



Governance

The school benefits from the support of an extremely astute and experienced Governing Body who share our aspirations and champion our values. Their shared leadership role was rightly reflected in our Ofsted Report (Dec, 2021).

The Governing Body meets at least once a term and additionally as required. It has a committee structure with main committees meeting at least once a term:

- Personnel
- Curriculum and Student Wellbeing
- Finance and Property

Waddesdon School is currently a stand-alone academy. Like many schools, we are mindful of the changing national landscape, reviewing regularly the different organisational models that might be appropriate in the future. Central to our vision is serving the needs of our students while working collaboratively and constructively with other schools.



Admissions

The published admission number is 140 with five forms of entry. For many years, Waddesdon has been heavily oversubscribed, by as many as 300 applications.

The Oxfordshire Diocese Board of Education arranges the independent appeal panel process for Waddesdon School. In general terms, the admission criteria are:

1. children looked after
2. children with special educational needs
3. children in the catchment area
4. siblings
5. children of staff
6. children with a strong Church of England commitment
7. other strong Christian commitment
8. exceptional circumstances



Staffing Structure

Leadership and Management Team

Comprises:

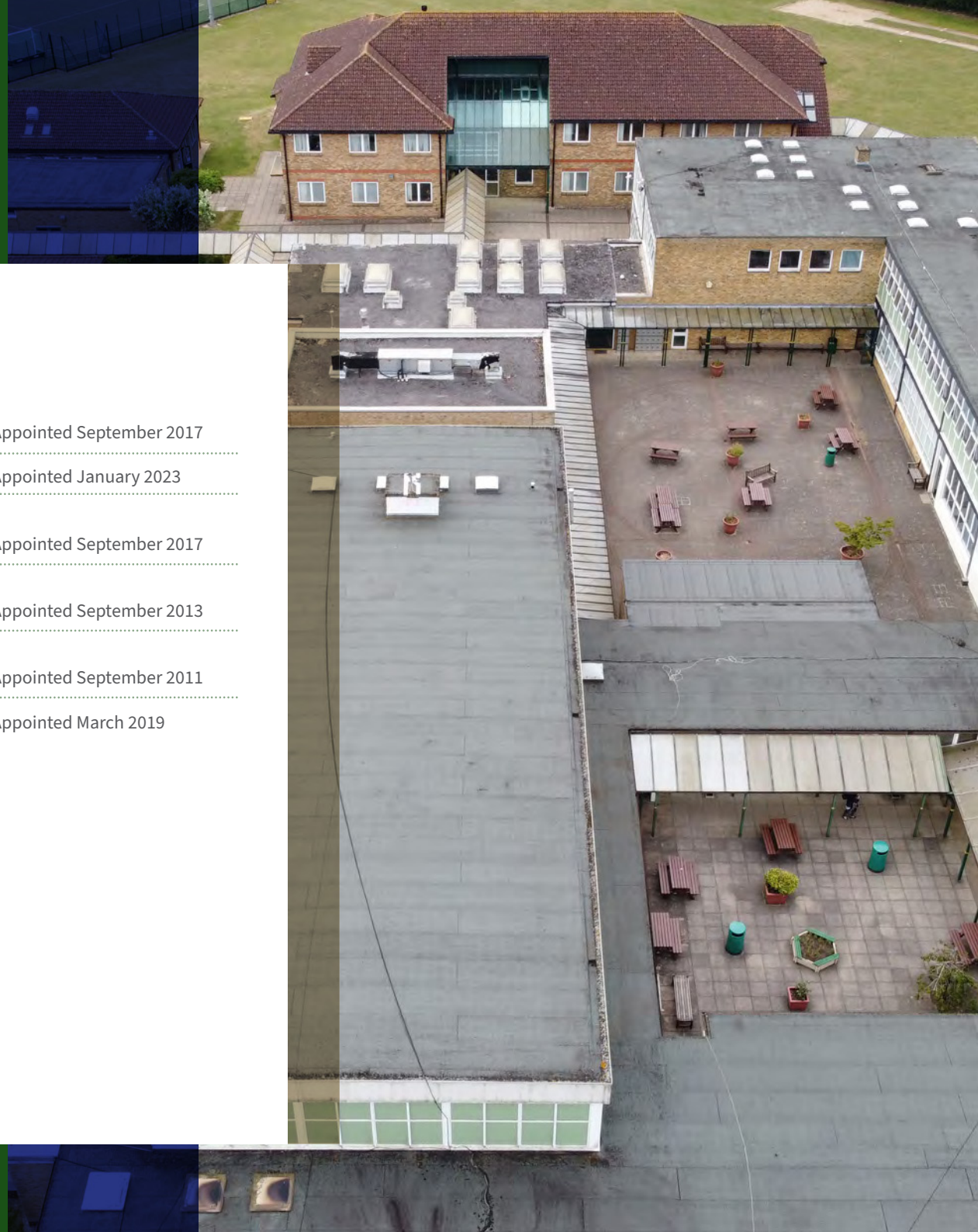
Headteacher	Matthew Abbott	Appointed September 2017
Deputy Headteacher	Charles Cahill	Appointed January 2023
Assistant Head – Teaching and Learning and CPD	Rachel Branton	Appointed September 2017
Assistant Head – Pastoral / Behaviour	James Sturla	Appointed September 2013
Assistant Head – Head of Sixth Form	Annalies McIver	Appointed September 2011
Business Manager	Julie Nicholas	Appointed March 2019

Teaching Staff

There are currently 61 full time equivalent teaching staff

Non-teaching Staff

There are currently 75 non-teaching posts, of which 11 are year-round. (FTE 51.5)



Living and Working in Buckinghamshire



Aylesbury Vale

Waddesdon is a small attractive village with a population of around 2,500. It is a thriving rural community only 10 minutes from Aylesbury, Buckinghamshire's county town, and 15 minutes from Bicester and its renowned Bicester Village retail outlet. The school is set on the edge of the village, with its own playing fields backing onto Waddesdon Manor Estate land.

Waddesdon Church of England School was originally a gift from the local founding parishes to the community. Although many students travel from outside the catchment area, the school has always enjoyed very strong links with the immediate communities. They include Waddesdon village, the parish church of St. Michael and All Angels, the Schorne and Swan teams of churches and Waddesdon Manor (former home of the Rothschild family and now a National Trust property).

Buckinghamshire is one of the few counties still operating a county-wide grammar and upper school secondary education system. In the immediate locality there are four grammar schools. Three are in Aylesbury and one in Buckingham and are attended by approximately 30% of the total cohort. The upper

schools are in Aylesbury (3), Buckingham, Wing and Waddesdon. Geographically, Waddesdon is the westernmost secondary school in the county.

The following guide to locations and motorways may be helpful:

- Milton Keynes, home to many global companies, is 30 minutes away
- Oxford is a 30-minute drive
- Cheltenham is 1 hour's distance
- Waddesdon is 30 minutes from the Chiltern Hills and 45 minutes from the Cotswolds
- The M1 (Junction 14) is just 10 minutes from Milton Keynes
- The M40 (Junction 9) is 20 minutes from the school
- Train services from Aylesbury Vale Parkway run regularly to London Marylebone

