



**HARTLAND
HIGH SCHOOL**

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SCHOOL**

RECRUITMENT PACK



Proud to be part of the

**GREENSHAW
LEARNING TRUST**

Hartland High School,
125 Hartland Rd,
Reading,
RG2 8AF

Email: contact@hartlandhigh.co.uk

Telephone: 01189 370200



**HARTLAND
HIGH SCHOOL**

Dear candidate

Thank you for your interest in the role of Assistant Headteacher, Teaching, Learning and Curriculum at Hartland High School. We are proud members of the Greenshaw Learning Trust, a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing our own distinctive character.

The Trust is a vibrant and forward-thinking community of teachers, support staff and learners committed to educating the 'whole child' to improve life chances, whilst securing the best possible outcomes for students. We encourage all young people to work hard and make the most of the opportunities they are given. Our amazing team of teachers and support staff themselves demonstrate and encourage a lifelong love of learning, both within and beyond our curriculum.

As one of the highest performing multi-academy trusts in the country, we currently have schools across South London, Berkshire, Surrey, Gloucestershire and South Gloucestershire, and Plymouth. We are continuing to grow and have further schools joining us on a regular basis.

We strive to be an inclusive and diverse employer and we encourage applications from underrepresented demographics. We recognise the need to achieve a good work-life balance and encourage discussions regarding flexible working across our schools and Shared Service teams. We aim to create the conditions under which our colleagues are able to thrive and to deliver exceptional work for the young people and communities which we serve. To get a feel of life at Greenshaw Learning Trust, please download our 'Why you should work for GLT' recruitment brochure on our jobs portal.

Hartland High School is committed to safeguarding and promoting the welfare of children and young people, therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

The school website provides a clear picture of our aspirations and our vision: however, please do not hesitate to contact us to seek further information from our School Recruitment officer, Swati Kurle (skurle@hartlandhigh.co.uk). We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.



Yours sincerely

Emily Davey, Headteacher

ABOUT OUR SCHOOL

At Hartland High School, our goal is for every student to climb their own personal mountain to the very best universities in the country or careers of their choosing. To achieve this, we have built our school around five pillars.

Academic Excellence

All our students will leave us with excellent grades. We recognise that to be a true vehicle of social mobility, our students must have results that enable them to make choices about their futures and leave with opportunities in front of them. We know that learning is joyful and that all children are motivated to learn when they are provided with conditions in which they can experience success and classrooms in which they feel they belong.

Character Education

Our students are taught excellent character. Our mantra 'Work hard, be kind' underpins everything we do. Students have access to a broad enrichment programme and experiences beyond the classroom that will equip them with the character required to succeed.

Pastoral Care

We recognise that adolescence is a challenging period for our young people and that with a high proportion of disadvantage in the community we serve, many of our students will require pastoral support in order to thrive. Our pastoral leaders, exceptional safeguarding and mountain rescue provision means our school is a safe and caring environment.

Community Involvement

Our community is one of our greatest assets, from parents and carers, extended families often with multiple generations who have attended our school, and other local community members and activists. And we know that parents and carers are critical in our students' journeys up their mountains.

Investment in Staff

All members of staff deserve to be treated with respect at all times. We value incredibly highly the important work that our teams and individuals do. We commit to ensuring all staff receive high quality professional development so that they can grow their careers with us or within GLT.

Hartland High School is on a rapid journey of school improvement, backed by a trust with a track record of turning around failing schools in areas of historic underperformance. This is a hugely exciting opportunity to be part of the leadership team driving forward change in a school context with high proportions of socioeconomic disadvantage.

TERMS AND CONDITIONS

CONTRACT

Permanent

SALARY

Salary calculated in line with the Leadership pay scale, points 11-15 (£66,368 - £73,105).

HOURS OF WORK

32.5 hours per week, 52.143 hours per year

PLACE OF WORK

Hartland High School, 125 Hartland Rd, Reading RG2 8AF.

PENSION SCHEME

Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Teachers' Pension Scheme or a Personal Pension Scheme.

GLT will recognise continuous local government service for redundancy purposes in line with the Redundancy Payments (Continuity of Employment in Local Government, etc) (Modification) Order 1999.

HOLIDAY ENTITLEMENT

Subject to Working Time provisions of the School Teachers Pay and Conditions Document your holidays coincide with periods of school closure.

PROBATION PERIOD

New employees are required to complete a six-month probationary period.

STATUTORY CHECKS

All employment offers are made subject to checks in line with Government guidance (some of which are dependent upon the role/individual). These include: online checks, evidence of identity and right to work in the UK, an enhanced Disclosure and Barring Service check, overseas criminal record check if the successful candidate has worked or resided overseas in the last five years, confirmation of a satisfactory medical report, satisfactory references, evidence of qualifications, DfE teaching/management barred list check.

JOB DESCRIPTION

Post:	Assistant Headteacher, Teaching, Learning and Curriculum
Responsible to:	Headteacher/Deputy Headteacher

ROLE OVERVIEW

This leadership position is open to dynamic, inspiring and outstanding leaders who have a proven track record in delivering excellent attainment and achievement. The role requires strategic thinking and an ability to lead from the front whilst offering challenge and support to all stakeholders. The successful candidate will lead on Teaching and Learning across the school.

The successful candidate will:

- Demonstrate a passion for education and a desire to improve the life chances of all students
- Have the ability to build a culture of continuous learning and development
- Adapt rapidly to the challenge of building on the existing strengths of the school to achieve all round excellence in teaching and learning
- Assess their approach and style and challenged themselves to think differently about how best to align their leadership to the needs of the school
- Have the ability to empower and motivate staff
- Maintain and develop the schools ethos of diversity, inclusivity and equality of opportunity
- Have successful experience as a senior or middle leader with a proven track record of success
- Be fanatical about teaching and learning, up to date with the latest research, and relentless in their quest for excellence in teaching across the school.

Key purpose – with the Headteacher and Leadership Team:

- Share responsibility for school policies, decision-making and strategic planning
- Develop an ethos of extremely high expectations of staff and students
- Take full accountability for key areas of the school's work
- Manage staff and resources
- Monitor progress towards the achievement of the schools aims and objectives
- Be a highly visible presence around the school and model expectations of staff and students
- Have a strategic overview for a designated area of school improvement

MAIN DUTIES AND RESPONSIBILITIES

LEADERSHIP

Under the direction of the Headteacher and as part of the Leadership Team:

- Support the Headteacher and Leadership Team in the day-to-day management of the school
- Communicate the school's vision compellingly and support the Headteacher's strategic leadership
- Lead by example, focusing on providing excellent education for all students
- Lead on particular whole-school strategies and policy areas

- Build positive relationships with members of the school community
- Keep up to date with developments in education
- Seek training and continuing professional development to meet own needs

MANAGING STAFF

Under the direction of the Deputy Headteacher and as part of the Leadership Team:

- Assist with the selection and recruitment of new teaching staff
- Performance manage middle leaders, including carrying out appraisals, providing professional development opportunities, and holding staff to account to their performance
- Create an ethos within which their direct reports are motivated and supported to develop their skills and knowledge
- Commit to their own professional development, proactively identifying development opportunities

MODELING BEST PRACTICE FOR TEACHERS

- High expectations of exemplary behaviour Implement systems for managing the performance of all staff, addressing any underperformance, supporting staff to improve and expecting excellent practice
- Work with the governing board and multi - academy trust as appropriate
- Support strategic, curriculum-led financial planning to ensure effective use of budgets and resources
- Support distribution of leadership throughout the school

OTHER JOB REQUIREMENTS

The teacher will be part of the school's appraisal scheme. They will have a team leader who will set agreed targets for the year. The team leader will monitor and review performance, including classroom teaching.

The school will support the continuing professional development of all staff, to ensure that their expertise is being kept up to date.

SAFEGUARDING

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding Policy within the school.
- Comply with the school's Safeguarding Policy to ensure the welfare of children and young persons.
- Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

The duties and responsibilities in this job description are not restrictive and you may be required to undertake any other duties that may be required from time to time. Any such duties should not however substantially change the general character of the post.

PERSON SPECIFICATION

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples, within their application.

	Essential	Desirable
Qualifications and training		
Degree	x	
Qualified Teacher Status.	x	
Commitment to own self development	x	
Higher qualification in education and/or management		x
Experience in senior leadership		x
Curriculum and pastoral experience at senior management level		x
Skills and experience		
Developing and implementing strategies for raising achievement and achieving excellence for students, staff and self	x	
School development planning and evaluation	x	
Data analysis and target setting;	x	
Using evidence-based information about effective learning and assessment for learning	x	
Identifying and implementing effective strategies for improving teaching and curriculum understanding and effectiveness	x	
Successful leadership		x
Change management		x
Being part of a team that has led a school from one Ofsted category to another (e.g. Good to Outstanding)		x
Personal attributes		
Provide strategic and creative leadership to maintain and develop a school vision with quality learning for all at its centre	x	
Work in partnership with the Leadership Team to take the school forward	x	
Lead by example and aim to inspire, motivate, influence and empower staff and students	x	

Commitment to maintaining and developing our ethos of diversity, inclusivity and equality of opportunity	x	
Set priorities and agree and achieve ambitious goals and targets	x	
Work collaboratively with others, delegating appropriately	x	
Create an environment in which staff accept their responsibility for students learning outcomes	x	
Seek and act on feedback from others, including colleagues and governors	x	
Build and maintain effective relationships and communicate appropriately with governors, staff, students and parents	x	
Demonstrate emotional resilience, stamina, empathy and flexibility when dealing with a challenge	x	
Work in partnership with a multi academy trust or other outside providers of support and advice		x
Committed to the safeguarding of children	x	

THE RECRUITMENT PROCESS

APPLICATION

To apply for a vacancy, please register for an online account and complete the online application form on the GLT website. In the application form you should demonstrate how you meet the requirements set out in the person specification. Include specific examples which support your application. You will have the opportunity to upload additional documents in support of your application if required.

Please ensure you enter your correct email address when registering for your online account. This is the email address we will use to contact you about your application.

Applications must be received no later than **11.59 pm on Sunday 12th October 2025**. Applications received after this date will not be considered. We reserve the right to interview candidates as applications are received and close the advert prior to the closing date should an appointment be made.

INTERVIEW PROCESS

Shortlisted applicants will be invited by email to attend an interview. References may be taken up after shortlisting. Please indicate on your application form if you are happy for us to do so. As part of your interview, you may be asked to undertake a practical test related to the knowledge and abilities in the person specification.

TAKING UP POST

The successful applicant will take up the post in January 2026.



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