



GREENSHAW
LEARNING TRUST

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RECRUITMENT PACK

Greenshaw Learning Trust,
ORU Sutton,
Throwley Way,
Sutton,
SM1 4AF



Telephone: 020 3988 0218

Dear candidate

Thank you for your interest in the role of GLT Senior School Leader. This is a one year fixed term contract based primarily in Plymouth. The senior leader's primary focus will be on developing culture and ethos and ensuring exemplary behaviour within or across a number of GLT schools.

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. Greenshaw Learning Trust has at its heart effective collaboration and the sharing of the very best practice not only throughout the organisation, but across and with other like-minded educational organisations, further improving the life chances of as many young people as possible.

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 pupils. 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 are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities and values reflect those in the person specification and whose experiences also place them in a strong position to deliver the challenges set out in the job description. We encourage applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief, or race.

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 Trust and our school websites provide a clear picture of our aspirations and our vision; however, please do not hesitate to contact us to seek further information at recruitment@greenshawlearningtrust.co.uk. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely

Will Smith, CEO



TERMS AND CONDITIONS

CONTRACT

Fixed term - 12 months

SALARY

Salary calculated in line with Leadership pay scale, points 12 - 16, £67,898 - £75,049

HOURS OF WORK

Full time or part time available

PLACE OF WORK

Plymouth cluster but may require some travel where necessary

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.

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:	GLT Senior School Leader
Responsible to:	Secondary Director Team
Responsible for:	TBC

ROLE OVERVIEW

To work within GLT school's Leadership Team to contribute to raising student achievement and the continued development of the schools. This leadership position is open to dynamic, inspiring, and outstanding senior leaders who have a proven track record of 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.

MAIN DUTIES AND RESPONSIBILITIES

- Provide additional School Improvement capacity to our Plymouth schools
- Demonstrate a passion for education and a desire to improve the life chances of all students
- 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.
- Assess their approach and style and challenge themselves to think differently about how to best align their leadership to the needs of the school.
- To empower and motivate staff.
- maintain and develop the school's ethos of diversity, inclusivity, and equality of opportunity
- Be a highly visible presence around the school and model expectations of staff and students.
- Support the wider Trust with outreach School Improvement work
- Build positive, collaborative, relationships with schools outside of the MAT and the local authority, for the good of all children in the local area.
- Drive improvements in attendance for all children, in all GLT secondary schools in the area.

LEADERSHIP

- 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(s) community
- Keep up to date with developments in education

RAISING STANDARDS OF BEHAVIOUR

- Ensuring the behaviour systems and procedures are clear and well understood by all staff in the school
- Ensuring there are disruption free classrooms every lesson, of every day
- Supporting schools to implement and/or improve a reward system which builds a positive culture within the school
- Supporting senior leadership teams to implement the behaviour policy and apply it fairly and consistently
- Working alongside behaviour leads to effectively track and monitor behaviour patterns and themes in order to take a proactive approach to improvement
- Supporting schools in ensuring students comply with uniform requirements
- Working alongside school leaders to improve consistency of all systems
- Reducing exclusions and suspensions by working with the school to provide a high quality Early Help programme
- Supporting the school to ensure unstructured times of the school day are calm, orderly and safe

MANAGING STAFF

- Assist with the selection and recruitment of new teaching staff
- Work alongside the senior leadership team, by developing and challenging them. This will include undertaking performance management and providing necessary support and guidance, as well as managing underperformance.

MODELLING BEST PRACTICE FOR TEACHERS

- Contribute to the development of our schools by sharing effective practice, working in partnership with other schools and promoting innovation.
- Teaching highly effective lessons as and when necessary, either as ad hoc arrangement or via a teaching timetable.

SYSTEMS AND PROCESSES

- Ensure that the school(s) systems, organisation, and processes are well considered, efficient and fit for purpose
- Provide a safe, calm, and well-ordered environment for all students and staff, focused on safeguarding pupils and extremely high expectations of exemplary behaviour
- Ensure systems for the development of culture and aligned, developed, and focussed on the achieving of the school's vision for every student.
- Work with the governing board as appropriate
- Support distribution of leadership throughout the school

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.

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment.

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	
Higher qualification in education and/or management		x
Curriculum and pastoral experience at senior management level		x
Skills and experience		
successful leadership at Senior, Deputy or Headteacher level		x
developing and implementing strategies for raising achievement and achieving excellence for students, staff and themselves	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	
resource and financial management, monitoring and evaluation		x
change management		x
leading or being part of 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	
lead by example to inspire, motivate, influence and empower staff and students	x	
through personal commitment, maintain and develop the GLT 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 work colleagues and governors	x	
build and maintain effective relationships and communicate appropriately with governors, staff, students and parents	x	
develop, maintain and extend appropriate partnerships with the local council, other schools, children's services, parents and the local community	x	
demonstrate emotional resilience, empathy and flexibility when dealing with challenge	x	
Committed to the safeguarding of children	x	
Professional Knowledge and Understanding		
current educational issues, including national policies, priorities and legislation		x
effective strategies for maintaining and developing high standards of attainment, behaviour and attendance	x	
principles and practice of educational inclusion, diversity and access		x
developing choice and flexibility to meet the learning needs of every student	x	
managing staff, including recruitment and selection and professional development		x
quality assurance systems, including school review, self-evaluation and performance management		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 **9.00am on 2nd November 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

Interviews will be held on either **5th or 7th November 2025 (virtual interview)**. 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 on 1st January 2026 or 1st April 2026.



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