



**GREENSHAW**  
LEARNING TRUST

The background is a photograph of two young boys playing football on a green grass field. One boy in the foreground is wearing a yellow and black football kit and is in a low, ready position. Another boy in a dark blue kit is visible in the background. The image is partially covered by a large green diagonal overlay.

# GLT Senior School Leader

Recruitment Pack

**ALWAYS  
LEARNING**

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Dear Candidate

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

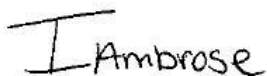
As one of the highest performing multi-academy trusts in the country, we currently comprise of thirty schools: seven in South London, five in Berkshire, one in Surrey, fourteen in Gloucestershire and South Gloucestershire, and three in Plymouth. We are continuing to grow and have further schools joining 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 school websites provide a clear picture of our aspirations and our vision; however, please do not hesitate to contact us to seek further information by emailing Kerry Bennett ([kbennett@greenshawlearningtrust.co.uk](mailto:kbennett@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



**Isabel Ambrose**  
**Director of Education - Secondary**

## **Greenshaw Learning Trust – ‘Always Learning’**

GLT is one of the highest performing multi academy trusts in the country that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve. We are all ‘Always Learning’.

Each school in GLT is led by its own leadership team and a governing body, which have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure, collaboration, and support. Our culture of trust and openness fosters mutual support and continual improvement.

At GLT it is really important to us that our classrooms are disruption free and the schools are calm and orderly. Our shared behaviour policy assists to make this happen and enables our teachers to have the greatest impact on the educational outcomes of the children in their classes.

School-to-school collaboration is enabled by regular contact between school leaders. Our shared services professionals provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, school improvement, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, pupil services, estates, finance, HR, IT, catering, clerking, procurement and governance.

From its establishment as a multi academy trust in 2014, the Trust has grown significantly and currently employs around 3,000 people and educates nearly 19,000 students. Further information about our schools can be found [here](#).

## **The Greenshaw Learning Trust Mission Statement**

*We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.*

*We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.*

*We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.*

## **Greenshaw Learning Trust Employee Benefits**

The GLT recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues
- Excellent CPD opportunities and career progression
- Employer contributions to Local Government (LGPS) or Teachers Pension Scheme
- Cycle to Work scheme
- Gym membership scheme
- Employee Assistance Programme
- Free eye tests
- Childcare Voucher scheme
- Car benefit scheme
- My Health discounts



## Terms and Conditions

<b>Line Managed by:</b>	Director of Education (Secondary)
<b>Contract:</b>	Fixed Term - 12 months
<b>Salary:</b>	Salary calculated in line with Leadership pay scale, points 13 - 17 ( <b>£63,430 - £69,970 FTE</b> )  (starting salary and pay points will be aligned with relevant regional NJC spine on appointment, dependent on the location of the postholder)
<b>Hours of Work:</b>	Full time or part time available
<b>Place of Work:</b>	Gloucester cluster or available to travel to Bracknell/ Reading
<b>Medical Examination:</b>	The appointment is subject to a satisfactory medical report
<b>Superannuation:</b>	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.
<b>Holiday Entitlement:</b>	Subject to Working Time provisions of the School Teachers Pay and Conditions Document your holidays coincide with periods of school closure
<b>Probation Period:</b>	New employees are required to complete a six-month probationary period
<b>Disclosure &amp; Barring Service Check:</b>	This appointment is subject to the receipt of a satisfactory enhanced Disclosure and Barring Service check
<b>Right to Work Check:</b>	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations may be required in accordance with the statutory guidance

## Job Description

To work within the 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 purpose of the role:**

The Senior School Leader will:

- demonstrate a passion for education and a desire to improve the life chances of all students
- can 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.
- can 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.

### **Duties and responsibilities**

#### **Leadership**

Work collaboratively as a member of the school(s) senior leadership team to:

- 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
- Supporting schools to implement 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

- Training all staff in the Standard Operating Procedures for disruption free learning, break and lunchtime and line up
- Reducing exclusions by providing a high quality Early Help programme
- Supporting the school to ensure unstructured times of the school day are calm, orderly and safe

**Managing staff**

Work collaboratively as a member of the school(s) senior leadership team to:

- 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

**Systems and processes**

Work collaboratively as a member of the school(s) senior leadership team to:

- 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

The duties and responsibilities in this job description are not restrictive and the post holder 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.

Criteria	Essential	Desirable
<b>Training, Qualifications and Experience: On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:</b>		
	<ul style="list-style-type: none"> <li>• Degree</li> <li>• Teaching qualification (QTS)</li> <li>• Commitment to own self development</li> <li>• Developing and implementing strategies for raising achievement and achieving excellence for students, staff and self</li> <li>• Data analysis and target setting</li> <li>• Using evidence-based information about effective learning and assessment, improving behaviour, and identifying barriers to learning.</li> <li>• Leading schools in improving outcomes for all students, especially those labelled disadvantaged</li> </ul>	<ul style="list-style-type: none"> <li>• Higher qualification in education and/or management</li> <li>• Pastoral and curriculum experience at senior management level</li> <li>• Experience of Senior Leadership</li> <li>• Level 3 Safeguarding certified, or willing to complete a relevant course.</li> <li>• School development planning and evaluation</li> <li>• Working with external agencies</li> </ul>
<b>Personal and Professional Qualities and Attributes: In their statement of suitability and during the selection process, candidates will demonstrate the ability to:</b>		
	<ul style="list-style-type: none"> <li>• Ability to support the Headteacher to maintain and develop a school vision with quality learning for all at its centre</li> <li>• Lead by example and aim to inspire, motivate, influence and empower staff and students</li> <li>• Through personal commitment, maintain and develop the school's ethos of high aspirations and academic rigour.</li> <li>• Set priorities and agree and achieve ambitious goals and targets</li> </ul>	
<b>Additional Requirements: In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements:</b>		

## The Recruitment Process

### 1. Application

Visit our website to view our current vacancies [here](#)

To apply for a staff vacancy, please register for an online account and complete the online application form. The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

You have the opportunity to upload an attachment to support your application if desired. In the application form you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than 11.59pm on **12th June 2024** Applications received after this date will not be considered.

### 2. Shortlisting

Shortlisting will be finalised on **13th June 2024**. Shortlisted applicants will receive an email inviting them to select their preferred interview time. Please ensure you enter your correct email address on your application form and provide a contact telephone number. References may be taken up after shortlisting. Please ensure you indicate clearly on your application form if you are happy for us to do so.

### 3. Interview Process

Interviews will likely be held on **14th June 2024**. The interviews may take place virtually depending on the applicant's location. Applicants may also be asked to undertake a practical test related to the knowledge and abilities in the Person Specification.

### 4. Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

### 5. Taking up post

The successful applicant will take up the post 1st September 2024.

### 6. Additional information

For further information, please contact Kerry Bennett ([kbennett@greenshawlearningtrust.co.uk](mailto:kbennett@greenshawlearningtrust.co.uk))

### 7. Safeguarding

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 successful applicant will be subject to an Enhanced DBS and barred list check.