



# SANDY LANE PRIMARY SCHOOL

RECRUITMENT PACK



Proud to be part of the

**GREENSHAW**  
LEARNING TRUST



Sandy Lane Primary School,  
Sandy Lane,  
Bracknell, Berkshire RG12 2JG

Telephone: 01344 423896

Email: [secretary@sandylanebracknell.com](mailto:secretary@sandylanebracknell.com)

Dear Candidate

Thank you for your interest in joining Team Sandy Lane during a pivotal phase of growth. We need your expertise to ensure our provisions for SEND is the gold standard for inclusion. At Sandy Lane Primary, we are on a journey of rapid improvement. We don't just want to meet statutory requirements; we want to inspire limitless potential for our learners with additional needs. We are seeking a 'Champion for Equity' who advocates for SEND children and is an expert in adaptive teaching, external agency collaboration, and the latest evidence-based interventions. We want someone who has uncompromisingly high standards for every child, regardless of their starting point or diagnosis.

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 job's portal.

Sandy Lane Primary 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 HR Manager, Faye Wilson: [sbm@sandylanebracknell.com](mailto:sbm@sandylanebracknell.com). We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely

Katie Parkhouse, Headteacher



## About Our School:

At Sandy Lane Primary School, our core PRIDE values underpin everything that we do. Our aim is to provide pupils at Sandy Lane Primary School with limitless opportunities in partnership with families – which is our Sandy Lane Promise.

The PRIDE Values: Positive, Responsible, Inclusive, Determined, and Enquiring run through all aspects of school life.

### Positive:

We approach learning and life with optimism. We believe in looking for the good in every situation and fostering a joyful learning environment. In essence, we choose to be cheerful and see the possibilities!

### Responsible:

We value ourselves, others, and our school. We take ownership of our actions and understand the importance of contributing positively to our community. Simply put, we do the right thing and care for what we have.

### Inclusive:

We celebrate diversity and make everyone feel welcome and valued. We believe that our differences make us stronger and strive to create a place where everyone belongs. To put it plainly, everyone is welcome here!

### Determined:

We persevere through challenges and see mistakes as opportunities to grow. We don't give up easily and understand that learning often involves overcoming obstacles. In other words, we keep going and learn from our experiences!

### Enquiring:

We are curious, we ask questions, and we actively participate in our learning journey. We believe in the power of curiosity to drive learning and encourage our pupils to explore the world around them. Essentially, we love to ask 'why?' and find out more!

# TERMS AND CONDITIONS

## CONTRACT

Permanent

## SALARY

Salary calculated in line with teacher main pay scale, points M1-M6, upper pay scale plus SEN allowance

## HOURS OF WORK

32.5hrs per week, 52.14 w/k Per year Monday to Friday

## PLACE OF WORK

Sandy Lane Primary School, Sandy Lane, Bracknell, Berkshire RG12 2JG.

## 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

<b>Post:</b>	Specialist Resource Provision (SRP) Teacher
<b>Responsible to:</b>	Headteacher
<b>Responsible for:</b>	Teaching Assistants

## ROLE OVERVIEW

- We are looking for an enthusiastic teacher to join our committed Specialist Resource Provision (SRP) Team. The successful candidate will motivate, challenge, support and inspire our pupils and the SRP Staffing Team.

## MAIN DUTIES AND RESPONSIBILITIES

- To lead the SRP and work alongside the SENCO in ensuring full compliance with the SEND Code of Practice, DfE Guidance on Resource Bases and statutory EHCP requirements
- To support the precise implementation of Section F provision within EHCPs
- To support the effective leadership and deployment of Teaching Assistants
- Strong, professional engagement with families and multi-agency partners
- To monitor and support the overall progress and development of SRP pupils
- To facilitate and encourage a learning experience which provides pupils with the opportunity to accelerate with their learning
- To contribute to raising standards of pupil attainment across the SRP
- To ensure the right pupils get to academic and pastoral interventions and monitor the impact of these interventions over time
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth

## TEACHING, LEARNING AND PUPIL PROGRESS

- To lead the SRP and advocate and ensure inclusion in all aspects of Sandy Lane
- To lead the day to day running of the SRP
- To impact on the educational progress of all children in the SRP
- To monitor teaching and learning as part of the school's self-evaluation process
- To teach consistently high-quality lessons
- To plan and deliver schemes of work and lessons that meet the requirements of the SRP
- To maintain appropriate records and to provide relevant accurate and up-to-date information for Bromcom registers
- To complete any relevant documentation to assist in the tracking of pupil progress
- To set expectations for staff and students in relation to standards of achievement and the quality of Teaching and Learning
- To prioritise and manage time effectively, ensuring continued professional development in line with the role
- To follow the school policies and procedures
- To ensure the effective/efficient deployment of classroom support
- To maintain behaviour in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour and standards of work

- To update professional knowledge and expertise as appropriate and to keep up to date with developments in teaching practice and methodology.

## **ASSESSMENT, FEEDBACK AND TRACKING**

- To support the development of appropriate curriculum and assessment specifications, resources, schemes of work, marking policies, assessment and teaching and learning strategies in the department and school
- Supporting day-to-day management, control and operation of course provision within the department, including effective deployment of staff and physical resources
- To follow department monitoring and tracking systems relating to students' attainment, progress and achievement, including with interventions and EHCP targets..
- To mark, and give written/verbal and diagnostic feedback as required
- To undertake assessment of pupils as requested by external examination bodies, curriculum areas and school procedures
- To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as are required
- To complete the relevant documentation to assist in the tracking of pupils
- To follow department policy regarding department tracking of pupil progress and use information to inform learning and teaching.

## **LEADERSHIP & MANAGEMENT**

- Line-manage support staff, including deployment, coaching, and performance management
- Work with senior leaders on the strategic development of SEND provision in the SRP
- Work closely with SENCO, DSL, pastoral and leadership teams, and external agencies
- Prepare pupils for reintegration into mainstream lessons where appropriate

## **PROFESSIONAL DEVELOPMENT & COLLABORATION**

- To continue personal development in the relevant areas including subject knowledge and teaching methods
- To engage actively in the Performance Management process
- To participate fully in whole school CPD programmes
- To take part in the staff development programme by participating in arrangements for further training and professional development.
- To actively engage with the instructional coaching process.

## **COMMUNICATIONS, MARKETING AND LIAISON**

- To communicate effectively with the parents of pupils as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside the school
- To follow agreed policies for communications in the school

## **STATUTORY CHECKS**

- 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 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
<b>Qualifications and training</b>		
Good Hons. Degree.	x	
Qualified Teacher Status.	x	
Relevant postgraduate studies.	x	
Postgraduate qualification in SEND, Special Education, or Leadership		x
Evidence of relevant CPD in SEND pedagogy, behaviour management, or alternative provision	x	
Training in SEMH, ASD, ADHD, or other specific SEND needs		x
<b>Skills and experience</b>		
Proven ability to manage and lead support staff / teaching assistants	x	
Excellent communicator – sensitive, compassionate and effective	x	
Knowledge of strategies to inspire and improve outcomes for students	x	
Outstanding organisational skills to ensure efficient and effective implementation of the role	x	
Knowledge of strategies to recognise and reward efforts and achievements and the ability to encourage students to become self-reliant and independent learners	x	
National Curriculum requirements at the appropriate key stage	x	
The monitoring, assessment, recording and reporting of pupils' progress	x	
The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection	x	
Effective Behaviour Management.	x	
Significant experience teaching pupils with SEND in mainstream, specialist, or alternative provision	x	
Experience implementing and monitoring EHCPs and ILPs	x	
Experience with multi-agency collaboration (health, social care, therapy teams)		x

Experience in curriculum development and adaptation for SEND learners	x	
Strong understanding of the SEND Code of Practice and statutory requirements	x	
Excellent behaviour management strategies, including restorative approaches	x	
Ability to design, deliver, and adapt high-quality, inclusive curriculum	x	
Strong organisational, planning, and record-keeping skills	x	
Ability to monitor, evaluate, and report on pupil progress effectively	x	
<b>Personal Attributes &amp; Qualities</b>		
Passionate about supporting vulnerable learners and promoting inclusion	x	
Excellent interpersonal and communication skills with pupils, parents, and professionals	x	
Resilient, adaptable, and solution-focused	x	
Ability to inspire, motivate, and engage pupils with diverse needs	x	
Experience mentoring or coaching colleagues		x
Creativity in curriculum design and enrichment activities		x
Commitment to safeguarding and promoting the welfare of all pupils	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 **11.59pm on the 6th May 2026**. 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 **13th May 2026**. 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. The closing date is provided as a guideline, we reserve the right to close the application window earlier than advertised.

## TAKING UP POST

The successful applicant will take up the post on **1st September 2026**



**GREENSHAW  
LEARNING TRUST**



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