HENLEY BANK HIGH SCHOOL

RECRUITMENT PACK

Proud to be part of the

Henley Bank High School
Mill Lane
Brockworth
Gloucester
GL3 4QF

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Dear candidate

Thank you for your interest in the role of Teacher of Food Technology (Maternity Cover) at Henley Bank 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.

Henley Bank 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 HR Manager, Jo Howells, jhowells@henleybankhighschool.co.uk. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely

Stephen Derry, Headteacher

ABOUT OUR SCHOOL

We are a successful secondary school based in Brockworth, extremely close to junction 11a of the M5. The school has consistently been achieving excellent academic results over the past few years with the GCSE results of 2023 being in the top 1% of results in the country, as well as the highest results for any non-selective school in Gloucestershire. We opened our Sixth Form in September 2024 and are really excited to see what the next stage in the school's journey will be. A crucial element of the school's vision is ensuring that we are preparing our young people for the world of tomorrow. This role plays an essential part in achieving this.

At Henley Bank High School, our aspiration is for all our staff and students to leave our school with practical wisdom gained through the teaching of intellectual, moral, civic and performance virtues. We build character implicitly, through our world class curriculum, teaching and learning in the classroom and explicitly through our Legacy Programme and Pastoral Systems. We aim to guide our students in becoming well rounded citizens of the future who can lead with honesty, integrity and resilience. The importance we place on this has been recognised through the school being awarded the Character Kitemark and Character Kitemark Plus accreditation. Our Legacy programme and values of **Ambition, Creativity, Confidence, Determination** and **Respect** are the foundations of our Character Education programme.

All students have an entitlement to a broad, balanced and relevant curriculum. We believe that all students with additional needs should be taught wherever possible, with their peers in mainstream classes by subject specialists who use a range of teaching methods and strategies to develop students' knowledge, skills and understanding. Henley Bank High School was the winner of the NASEN Award for Secondary Provision which demonstrates the value that we place on our support provided within the classroom across all subjects within the school.

Working at Greenshaw Learning Trust:

Greenshaw Learning Trust is a highly successful multi academy trust that provides excellent quality, comprehensive and inclusive education through primary schools and secondary schools. Our schools are based in London, Surrey, Berkshire, Gloucestershire and South Gloucestershire, Bristol and Plymouth. We also have three shared service hubs where our central teams can be based out of. We are building 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 their own distinctive character. We thrive from collaboration at every level. We encourage a culture of sharing ideas and learning from one another. As a Trust of schools, we are 'Always Learning'.

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.

We offer a comprehensive benefits package, including:

- Professional development and career progression
- Generous pension scheme
- Blue Light Card
- Eligibility for Teacher Art Pass (teaching staff only)
- An Employee Assistance Programme
- Gym Discounts
- Free eye tests
- Cycle to work scheme
- Being part of a great team and expanding organisation

TERMS AND CONDITIONS

CONTRACT

- Fixed Term Contract (Up to 1 year to cover maternity leave)

SALARY

- Salary calculated in line with the Main Pay Scale Rage M1-M6, Upper Pay Scale Range UPS1 - UPS3 (position also suited for ECT's)

HOURS OF WORK

- 32.50 hours per week - Monday to Friday, Full Time

PLACE OF WORK

- Henley Bank High School, Mill Lane, Brockworth, Gloucester, GL3 4QF

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:	Teacher of Food Technology (Maternity Cover).
Responsible to:	Head of Art and Technology
Responsible for:	To support the department in particular with teaching and learning and have passion for their subject and wider education as well as having a proven track record of excellent exam results and outcomes.

ROLE OVERVIEW

The Teacher of Food Technology will deliver high quality lessons that lead directly to excellent student outcomes. They will contribute to the development of the curriculum and contribute to the wider life of the school.

The successful candidate will:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate
- To monitor and support the overall progress and development of students as a Teacher/Tutor
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential
- To contribute to raising standards of student attainment
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth

MAIN DUTIES AND RESPONSIBILITIES

- To undertake a designated programme of teaching across all key stages
- To teach Art and DT lessons
- To teach consistently high-quality lessons
- To plan and deliver schemes of work and lessons that meet the requirements of KS3, 4 and 5
- To be a role model for students, inspiring them to be actively interested in your subject
- To maintain appropriate records and to provide relevant accurate and up-to-date information for Bromcom, registers
- To complete the relevant documentation to assist in the tracking of students
- To set expectations for staff and students in relation to standards of achievement and the quality of learning & teaching
- 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 discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework
- To update professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology
- To lead, monitor and evaluate the assessment and feedback to students in line with whole school and

department policy
- To follow department monitoring and tracking systems relating to students' attainment, progress and achievement
- To mark, grade and give written/verbal and diagnostic feedback as required
- To undertake assessment of students as requested by external examination bodies, curriculum areas and school procedures
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required
- To complete the relevant documentation to assist in the tracking of students
- To follow department policy regarding department tracking of student progress and use information to inform learning and teaching
- To follow setting and co-ordinating assessment arrangements for all Key Stages, and in all areas as required by school policies, including standardising those assessments
- To be a tutor to an assigned group of students if and when required
- To promote the general progress and well-being of individual students and the Tutor Group as a whole
- To liaise with the relevant pastoral leaders to ensure the implementation of the Student Support system
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required
- To alert the appropriate staff to problems experienced by students
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff
- To apply the Behaviour Policy so that effective learning can take place
- To meet with students over whom there are concerns and contact home where necessary in conjunction with year head or department head as appropriate
- To conduct academic review meetings with Parents/Carers

STAFF DEVELOPMENT

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

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 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		
Hold at least 5 GCSE's or equivalent, which must include at least a Grade C/4 in Maths and English	x	
Hold a recognised degree (or equivalent) with a good classification in a relevant subject teaching qualification (QTS)	x	
Evidence of independent personal developments and wide reading of the latest research	x	
Be an excellent classroom practitioner	x	
Commitment to own self development	x	
This post is suitable for ECT's	x	
Food and Health and Safety qualification		x
Skills and experience		
Ability to teach your subject area up to Key Stage 4	x	
Desire to further raise overall achievement in your subject that seeks to promote the highest standards of teaching and learning	x	
A flexible approach to the teaching of your subject that seeks to promote the learning opportunities of all students and to secure the highest possible levels of achievement	x	
Demonstrate a commitment to following the school's principles of teaching, learning and assessment	x	
Detailed knowledge of current curriculum and pedagogical developments in the teaching of your subject and the wider curriculum	x	
Excellent subject knowledge and a genuine passion for teaching your subject	x	
Good classroom management	x	
Understanding of Exam Board specifications	x	
Awareness of wider educational contemporary issues		x
Experience of using School's Information Management Systems		x

Personal attributes		
A passion and desire to move things forward	x	
Commitment to working within the schools Safeguarding Policy and Procedures	x	
Commitment to extremely high standard and expectations	x	
High levels of professional integrity, energy and enthusiasm	x	
Flexible and responsive to change	x	
Excellent communication with children and parent/carers	x	
Be dependable, able to follow instruction and respond to management directions	x	
Have a willingness to extend skills through appropriate training	x	
Have good working ICT Knowledge	x	
An awareness of the wider community and its perceived challenges		x
Knowledge and understanding of how to remove barriers to learning		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 Friday 5th June 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 arranged when suitable applications have been received. 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 September 2026.**

GREENSHAW
LEARNING TRUST

HENLEY BANK
HIGH SCHOOL

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