



**GREENSHAW**  
LEARNING TRUST



**PARK HOUSE SCHOOL**

# **Teacher or Lead Practitioner of English**

**ALWAYS  
LEARNING**

## Contents

- **Candidate Letter**
- **Introduction - Greenshaw Learning Trust (GLT)**
- **GLT Mission Statement**
- **GLT Employee Benefits**
- **Terms and Conditions**
- **Main responsibilities and duties**
- **Job description**
- **Person specification**
- **The recruitment process**

## Dear Candidate

Thank you for your interest in the role of Teacher or Lead Practitioner of English at Park House School.

This is a unique and exciting opportunity for an inspirational and aspirational Teacher or Lead Practitioner to join Park House School and further contribute to the life chances of our young people in the school, and across the Trust. The Academy is on a rapid trajectory of improvement that will be sustained over many years, it is a chance to be part of something very special. It will support career development and equip you for a further promotion within the Academy and within our Trust. We are based in Newbury in Berkshire which in itself is in a beautiful area of the country and provides good access to Oxford and London. The area we serve is diverse, and therefore our catchment and students offer a range of expectations and challenges, being able to drive ambitions is key.

Park House School joined the Greenshaw Learning Trust on 1st September 2022. 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.

The Greenshaw Learning Trust is a successful multi academy trust and currently comprises twenty-four schools: seven in South London, five in Berkshire, one in Surrey, eight in Gloucestershire and South Gloucestershire, and three in Plymouth. We are continuing to grow and have further schools joining us soon including a secondary school in Plymouth.

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.

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. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.

Yours sincerely



James King  
Headteacher

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

The GLT is a successful multi academy trust 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 the 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.

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 2,600 people and educates over 16,705 students. We have approval to open a new secondary special school in South London and we are planning to grow further over the coming months and years. Further information about our schools can be found [here](#).

## **Our Vision**

The vision for Park House School is simple: ‘Every child to climb the mountain to the best University or Profession’. This will be supported through disruption free learning and a clear expectation of working hard and being kind.

Work life balance is central to this vision for our students. We offer a highly visible and supportive SLT, centralised planning and resources, centralised detentions, disruption free learning, whole class feedback through a clear feedback policy, lessons structure based on the Rosenshine principles, visualisers in every classroom, subject experts working together within a collaborative trust, highly bespoke professional development in a short weekly session i.e. Teach Like a Champion foci each session.

Park House 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 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 or Teachers Pension Scheme.
- Cycle to work scheme.
- Gym membership scheme.
- Employee Assistance Programme.
- Eye Care Voucher scheme.
- Childcare Voucher Scheme.
- Car Benefit Scheme.
- My Health discounts.



## Terms and Conditions

|  |  |
|--|--|
| <b>Line Managed by:</b>                        | <b>Deputy Headteacher</b>  |
| <b>Contract:</b>                               | Permanent  |
| <b>Salary:</b>                                 | Salary calculated in line with Teachers' Main Pay Scale or Lead Practitioner pay scale (5-point range) as discussed at interview.  |
| <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>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 with colleagues, Trustees, and parents/carers, in partnership, sustaining and improving the quality of education.

- To enable all students to realise their individual talents to the full
- To prepare all students for the changing demands of future adult life
- To encourage a view of education as an enjoyable lifelong process

Creating an appropriate working environment which promotes students' aspirations to climb the mountain to the very best universities or professions.

The main duties and responsibilities of this post include:

### **Within the Department**

- Teaching excellent and rigorous lessons at all Key Stages.
- Supporting the department by leading on pedagogy within the department, contributing to meetings, and helping to resource the curriculum.
- Working collaboratively with colleagues in the department and across the School and Greenshaw Learning Trust to plan lessons which ensure outstanding progress for all students.
- Adhering to the school's principles of a knowledge led curriculum.

### **Across the School**

- Work in close partnership with the Assistant Headteacher for Teaching and Learning and other Lead Practitioners to develop and deliver the school's Teaching and Learning strategy.
- Fully engaging in the Developmental Drop In (DDI) process by both giving and receiving feedback.
- Deliver whole staff training and evaluate the effectiveness of current training.
- Setting the highest standards and behavioural expectations in lessons and around the school.
- Committing to and supporting the school's policy and practice in relation to safeguarding and child protection.
- Undertaking such other duties and responsibilities as may be reasonably requested by the Deputy Headteacher or the Senior Leadership Team, in accordance with the relevant Pay and Conditions document.
- Provide school improvement support to other schools within the Greenshaw Learning Trust as and when appropriate.

### **General**

- To participate in school initiatives where every person is expected to contribute to the learner's progress.
- To participate in the school's professional learning programme as agreed.
- To play a full part in the life of the school community, supporting its distinctive mission and ethos, and encouraging and ensuring staff, pupils and students adhere to school expectations.
- Such other duties as may be reasonably allocated by your line manager or Headteacher.

**Key Contacts**

- Daily involvement with other teaching staff, Headteacher, Assistant Headteachers, Head of Key Stages, Heads of Subject Areas, other support staff and pupils of the School.
- Contact with parents and other School visitors, including students on work placements.

**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.

**Please Note that:** All teachers must carry out the duties, as set out in the Teacher's Pay and Conditions Document.

*Whilst every effort has been made to explain the main duties and responsibilities for the post, the list is not exhaustive and may not identify each individual task to be undertaken. The job description, in conjunction with the post holder, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title*



## Person Specification - Teacher

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   |
|--|---|
| <b>Training, Qualifications and Experience:</b> On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience: |   |
|  | <ul style="list-style-type: none"> <li>● Hold a recognised degree (or equivalent) with a good classification in a relevant subject</li> <li>● Teaching qualification (QTS)</li> <li>● Commitment to own self development</li> </ul>   |
| <b>Personal and Professional Qualities and Attributes:</b> In their statement of suitability and during the selection process, candidates will demonstrate the ability to:           |   |
|  | <ul style="list-style-type: none"> <li>● Ability to teach your subject area up to Key Stage 4</li> <li>● Desire to further raise overall achievement in your subject area through promoting the highest standards of teaching and learning</li> <li>● 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</li> <li>● Demonstrate a commitment to following the school's principles of teaching, learning and assessment</li> <li>● Good discipline/classroom management</li> <li>● Commitment to working within the School's Safeguarding Policy and Procedures</li> <li>● Commitment to high standards and expectations.</li> <li>● High levels of professional integrity</li> </ul> |
| <b>Additional Requirements:</b> In their statement of suitability and during the selection process, candidates will demonstrate that they can meet the following requirements        |   |
|  | <ul style="list-style-type: none"> <li>● Excellent subject knowledge and a genuine passion for teaching your subject</li> <li>● Detailed knowledge of current curriculum and pedagogical developments in the teaching of your subject and the wider curriculum</li> <li>● Understanding of Exam Board specifications</li> </ul>   |

## Person Specification – Lead Practitioner

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   |
|--|---|
| <b>Training, Qualifications and Experience:</b> On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience: |   |
|  | <ul style="list-style-type: none"> <li>• A Masters level qualification</li> <li>• Evidence of independent personal development and wide reading of the latest research</li> <li>• Be an excellent classroom practitioner</li> </ul>   |
| Criteria   | Essential   |
| <b>Experience</b>  |   |
|  | <ul style="list-style-type: none"> <li>• Evidence of excellent impact on outcomes over a period of time</li> <li>• Working effectively as a lead/HoD/Middle Leader - showing positive impact on outcomes</li> <li>• Experience of leading on whole school development</li> <li>• Leading colleagues to support improving outcomes</li> <li>• Leading initiatives beyond your own subject area</li> <li>• Conduct lesson drop ins and coaching colleagues</li> <li>• Developing new and innovative ways of delivering the curriculum efficiently ie use of visualisers and booklets</li> </ul>   |
| Criteria   | Essential   |
| <b>Skills and Knowledge</b>  |   |
|  | <ul style="list-style-type: none"> <li>• The ability to lead and foster positive professional relationships and work effectively with teaching staff of varying experience</li> <li>• Ability to plan and resource effective interventions to meet curricular objectives</li> <li>• Excellent understanding of the components which comprise outstanding teaching and learning and outcomes</li> <li>• Experience of coaching and mentoring colleagues</li> <li>• Demonstrate emotional resilience, stamina, empathy and flexibility when dealing with challenge</li> <li>• Ability to work collaboratively with a wide range of colleague</li> </ul> |
| Criteria   | Essential   |
| <b>Professional knowledge and understanding</b>  |   |
|  | <ul style="list-style-type: none"> <li>• Use of assessment and attainment information to improve practice and raise standards</li> <li>• Understanding of the sequencing of a schema to deliver a powerful knowledge rich curriculum</li> <li>• Understanding of 'instruction' and 'direct instruction'</li> <li>• Ability to interpret theory into practice i.e. Rosenshine's Principles of Instruction</li> </ul>   |

## **The Recruitment Process**

### **1. Application**

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website <https://www.greenshawlearningtrust.co.uk/join-us/staff>. The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, 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 24 February 2023. Applications received after this date and time will not be considered.

### **2. Shortlisting**

Shortlisting will be finalised by 27 February 2023. Shortlisted applicants will be invited by telephone to attend an interview. Please make sure you have indicated clearly day and evening telephone numbers on which you can be reached. References will be taken up after shortlisting.

### **3. Interview Process**

Interviews will be held w/c 6 March. Applicants will 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 as soon as possible.

### **6. Additional information**

For further information, please contact Tracey Taylor at [ttaylor@parkhouseschool.org](mailto:ttaylor@parkhouseschool.org).

### **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.

*We reserve the right to interview early should an exceptional candidate apply.*