



Hatton
Special School

Curriculum Subject Leader

Application pack

Job description

and

person specification

Welcome from the Headteacher

Dear Applicant,

Thank you for your interest in the position of Curriculum Leader at Hatton Special School.

This is a particularly exciting time to join our school. We are preparing to expand into a newly refurbished building at Park Avenue, Ilford, which will open in September 2026 as our Upper School site. This expansion marks a significant milestone in our journey, allowing us to offer more places to pupils with SEND in Redbridge and to introduce a distinctive Upper and Lower School structure.

As part of this growth, we are refreshing and revising our curriculum to better meet the needs of our pupils. Curriculum Leaders will play a pivotal role in shaping this new phase, working closely with the senior leadership team to design and implement a curriculum that is inclusive, ambitious, and tailored to our learners.

Hatton is a vibrant and welcoming community. We currently have 199 pupils, most with a diagnosis of autism, across 26 classes, including two co-located in mainstream schools. Our dedicated team of around 170 staff work collaboratively to ensure every pupil thrives both academically and personally. You will be warmly welcomed and quickly become part of the Hatton family.

We recently updated our curriculum vision and purpose. We aim “to light the fire of curiosity and enquiry in the mind of every pupil, by empowering our staff to be ambitious and creative and take risks in learning. Leading to amazing lessons where we learn, grow and achieve; together.” If this resonates with you, we would love to hear how you could help us bring this vision to life.

As a Curriculum Leader, you will collaborate with teachers, therapists, and support staff to develop differentiated, engaging learning experiences. You will lead on medium-term planning, monitor teaching quality, support staff development, and ensure our curriculum meets both educational standards and the diverse needs of our pupils.

We are committed to supporting our staff through high-quality induction, ongoing professional development, and a culture that values wellbeing, teamwork, and innovation. We set high standards and have aspirational goals, but we also understand that staff thrive when they feel supported and appreciated.

To learn more about our school, please visit our website. We also encourage you to arrange a visit or an informal conversation — please contact Meraph Kiflay, our HR Administrator, who will be happy to assist.

We are proud of our school and the difference we make in the lives of our pupils. We hope you will consider joining us on this exciting journey.

Warm regards,



Chris Smaling

Head Teacher

About Hatton Special School

Who we are: we are a community dedicated to making a difference in the lives of our pupils. Working with families and other professionals we do all we can to prepare our pupils for a successful future.

Our purpose is clear: to light the fire of curiosity and enquiry in the mind of every pupil.

About you: everyone at Hatton is a team player. Whatever role someone has in the school their work contributes to our pupil's success.

Our values: you will need to share our values: respect, learning, compassion, honesty, growth, responsibility and diversity.

What's in it for you: you will soon appreciate that your hard work and passion is making a real difference. It will not always be easy, but we think you'll always feel it's worth it.

About your role

Job Title	Curriculum Leader (various subjects)
Grade	Spinal point + SEN + TLR 2a
Start date	April 2026 (or earlier if possible)
Reporting to	Assistant headteacher for curriculum and assessment

As a Curriculum Leader at Hatton Special School, you will be at the heart of shaping your subject area to create a curriculum that *lights the fire of curiosity and enquiry* in every pupil. Working in close partnership with teachers, therapists, and support staff, you will lead the development of inclusive and differentiated learning pathways that promote both academic achievement and personal growth.

Your role will include designing medium-term plans, monitoring teaching quality, supporting staff development, and ensuring our curriculum reflects the diverse strengths and needs of our pupils. By championing creativity, ambition, and innovation in teaching, you will help create a nurturing and dynamic learning environment where every student can thrive.

Job description

Main purpose

In addition to:

- Fulfilling the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meeting the expectations set out in the Teachers' Standards

The Curriculum Leader, under the direction of the AHT, will take lead responsibility for the development and delivery of their curriculum subject to secure:

- A curriculum that reflects the school's vision
- High-quality teaching and learning
- Effective and inspirational use of resources
- Improved standards of achievement for all pupils

Duties and responsibilities

Leading the Curriculum

- Develop a subject of the curriculum that provides for the wide ranging learning needs of our pupils in all curriculum pathways
- Ensure the curriculum remains dynamic, inclusive and responsive to pupils' learning requirements over time
- Work collaboratively with teachers, therapists and senior leaders to co-design and implement curriculum plans
- Ensure the curriculum:
 1. Is well-sequenced, engaging and meaningful
 2. Meets the diverse needs of all learners, including those with complex SEND
 3. Aligns with statutory requirements and best practice
 4. Is delivered consistently and effectively across all phases of the school
- Lead on assessment systems that measure progress and inform teaching
- Take overall responsibility for pupil achievement and standards within a curriculum area
- Stay informed about national and international developments in curriculum design and pedagogy
- Contribute to whole-school self-evaluation, focusing on curriculum intent, implementation and impact
- Support curriculum innovation across both the Upper and Lower School as part of our exciting expansion
- Encourage interest and engagement across our whole school community in your subject area through themed interventions or events
- Ensure the curriculum offer is inclusive and engaging for all

Leading and Supporting Staff

- Enthusiastically participate in curriculum team meetings to share updates, celebrate successes and reflect on practice
- Provide guidance and encouragement to staff on curriculum planning, teaching strategies and resource use
- Monitor teaching and learning through lesson visits, work reviews etc.
- Offer constructive feedback and identify professional development opportunities
- Deliver or coordinate CPD to build staff confidence and expertise
- Present curriculum developments to staff, governors and parents when needed
- Model excellent teaching and support team teaching where appropriate
- Support accurate assessment practices and lead moderation activities

Using Resources Effectively

- Audit and manage curriculum resources to ensure they are current, inclusive and purposeful
- Work with subject leaders to strengthen cross-curricular links, especially with reading and literacy
- Promote high-quality learning environments through engaging displays and well-organised spaces
- Manage curriculum budgets thoughtfully to maximise impact on pupil learning
- Ensure resources reflect our commitment to curiosity, creativity and pupil engagement

This list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Curriculum Leader may carry out. The post holder may be asked to undertake other duties appropriate to the role and the evolving needs of the school.

Person specification

Qualifications:

Essential:

QTS or equivalent

Evidence of ongoing professional development relevant to curriculum leadership or SEND

Desirable:

Postgraduate study or CPD in Special Educational Needs

Leadership training e.g. NPQML

Training in Makaton, AAC use, or other SEND specialist strategies

Experience:

Essential :

Excellent class teacher, ideally within a special school or inclusive setting

Experience of working with pupils with autism or complex SEND

Successful experience of curriculum planning or subject leadership

Experience of working collaboratively with a range of professionals (e.g. therapists, support staff)

Experience of monitoring pupil outcomes and using data to inform planning

Desirable:

Experience of leading a team and supporting staff development

Experience of delivering staff training or CPD

Experience of pastoral support for pupils and/or staff

Experience of building links with families, the local community or external agencies

Knowledge and skills:

Essential:

Strong understanding of curriculum design and sequencing, including differentiation for SEND

Knowledge of the National Curriculum and current educational frameworks

Understanding of effective teaching and learning strategies, and the ability to model and support these

Confident use of assessment and data to drive pupil progress

Excellent communication and interpersonal skills, both written and verbal

Ability to build positive relationships with pupils, staff and families

Good IT skills and ability to use digital tools to support learning and leadership

Knowledge of safeguarding procedures and responsibilities

Desirable:

Awareness of the SEN Code of Practice and current SEND initiatives

Ability to develop programmes to deliver therapeutic and ECHP goals through a cross-curricular approach

Experience of using creative approaches to engage pupils with complex needs

Continued...

Personal Qualities:

Essential:

A genuine commitment to improving outcomes for pupils with SEND
Passion for inclusive education and belief in every pupil's potential
Ability to work under pressure, prioritise effectively and remain calm
Commitment to safeguarding, equality and diversity
High standards of professionalism, reliability and integrity
Ability to work flexibly and collaboratively as part of a team
Understanding of confidentiality and professional boundaries

Desirable:

A sense of humour and a positive, solution-focused attitude
Ability to respond constructively to unexpected situations
Physical and emotional resilience
Diplomatic and sensitive approach to working with others

Other Criteria

Essential:

Excellent punctuality and reliability
Commitment to the school's ethos, values and vision
Willingness to contribute to the wider life of the school
Enhanced DBS clearance (required prior to appointment)



*'Lighting the fire of curiosity and enquiry
in the mind of every pupil.'*

Hatton Special School

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