

GREENHEART

LEARNING PARTNERSHIP 

HEADTEACHER CANDIDATE PACK



WELCOME LETTER

Welcome to Greenheart Learning Partnership

At Greenheart Learning Partnership, we are bound by a shared commitment to educational excellence, collaborative spirit across our academies, and a profound belief in the transformative power of learning.

We are a Partnership that values being informed. Our decisions are shaped by evidence, enriched by experience, and grounded in a clear understanding of what truly makes a difference. We champion creativity, embrace fresh ideas, and understand that innovation flourishes when imagination is nurtured and turned into purposeful action.

We don't just respond to change—we lead it. We take initiative, make bold moves, and act with integrity and intention. Above all, we strive for success—not only in measurable outcomes, but in living lives that reflect our values. We pursue meaningful goals and find fulfilment in the journey as much as the destination.

As you begin your journey with us, know that you are joining a community that believes in your potential and is excited to see what we can accomplish together. Let's make this experience impactful, inspiring, and truly exceptional.

Chief Executive Officer

Professor Michelle Money
PhD, MA Ed, NPQH, FRSA



ABOUT

At Greenheart we want all children to become confident and creative individuals, successful lifelong learners, and active and informed members of the community. Our curriculum builds upon the National Curriculum but also on best practice from around the world. We want our children to have a sense of Being, Becoming and Belonging.

OUR VISION

At Greenheart we create opportunities, build, innovate and cultivate a better future for the next generation. Success for all begins with a refusal to shy away from the biggest challenges of our time. Our 5 key visions enable Greenheart to focus our efforts on the big things that matter to all of us.

LEADING

Leadership matters. The Partnership has a responsibility for its children, staff, estates and place in society. We have a duty to shape the debates which will create our future. We want to shift the dial on issues that impact the Partnership.

DIGITAL

Technology matters. We all need to be digitally literate, with the skills and the will to use available technologies for learning, for our social lives and for work.

SOCIAL MOBILITY

Opportunity matters. The pandemic has exacerbated long-standing inequalities and we know that life-changing opportunities are not available to all. We want to ensure that every child has equal chances to succeed in later life. We will seek to unlock the potential of every member of our community by taking a leading approach to inclusion.

NET ZERO

Our environment matters. To mitigate the effects of climate change and to not contribute further we all have a responsibility to achieve net-zero where possible. We are committing to decarbonise and transition to net-zero.

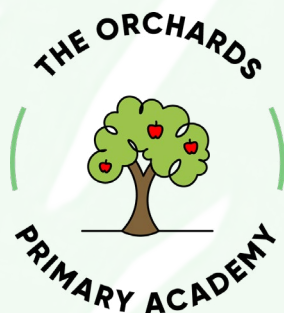
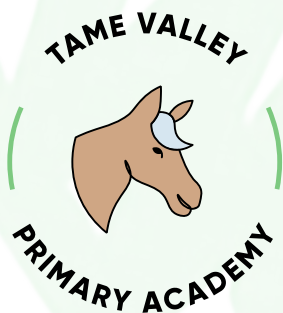
READY FOR LIFE

Growth matters. We need to support everyone in our Partnership to thrive in the social world – to contribute, to work and to give back.



OUR ACADEMIES

BETTER SCHOOLS
BETTER LIFE CHANCES



JOB DESCRIPTION



Job Title: Headteacher

Salary/Grade: Competitive

Location/Address: Staffordshire

Relationships: Reports to the Director of Education

This job description should be read alongside, and in conjunction with, the range of professional duties outlined in the Headteacher's Standards (2020) document and the current School Teachers' Pay and Conditions Document. This job description should not be perceived as detracting from those documents.

The Headteacher is accountable to the Trustees, CEO and Executive Leadership Team for the achievement, conduct, management and administration of the school, subject to any national legislation which may be introduced.

This job description will be subject to regular review.

JOB PURPOSE

To provide professional leadership, strategic direction and ambitious vision for the school, securing its continued success and development and ensuring high quality education for all its pupils within a safe, nurturing environment.



The image shows two young boys in school uniforms (blue sweaters over white shirts and ties) smiling at the camera. They are standing in front of a display board filled with various projects, including colorful paper crafts, drawings, and text. The background is slightly blurred, showing more of the display and some books on a shelf.

JOB DESCRIPTION

KEY RESPONSIBILITIES

Quality of Education and School Improvement

- ♥ To develop, in partnership with the Executive Leadership Team a clear, ambitious and strategic vision for the successful development of the school.
- ♥ Motivate and inspire others to carry this vision forward, empowering all pupils and staff to excel.
- ♥ Demonstrate and articulate high expectations, setting aspirational targets for all.
- ♥ Promote positive and respectful relationships with all members of the school community.
- ♥ Lead curriculum development and innovation, ensuring a creative, inspiring curriculum which meets the needs of all learners from all backgrounds, whilst also fulfilling statutory requirements.
- ♥ Promote an inclusive school.
- ♥ Ensure the implementation of effective intervention and support programmes, the impacts of which are regularly reviewed and evaluated.
- ♥ Implement strategies that continue to promote high standards of behaviour and attendance, maintaining a calm and purposeful learning environment.
- ♥ Ensure the quality of teaching and learning consistently demonstrates improvement.
- ♥ Ensure a culture of staff professionalism, maintaining effective strategies and procedures for staff induction, professional development and performance review.
- ♥ Ensure that the safety, education and interests of all children are at the centre of practice.

Leadership and Management

- ♥ Provide the leadership and management which enables the school to give every pupil high quality education and which promotes the highest possible standards of achievement, personal development and wellbeing.
- ♥ Ensure that the highest priority is given to promoting and safeguarding the welfare of children.
- ♥ Model the values and vision of the school.
- ♥ Translate the school vision into agreed objectives and operational plans.
- ♥ Embrace the positives of using the "digital world" to enhance learning, whilst using rigorous approaches to minimise risk.
- ♥ Ensure there is a well-planned and thorough annual cycle of assessment, monitoring and evaluation across the school; continuously review strategies to ensure that the highest standards of teaching and learning are maintained.
- ♥ Ensure staff are deployed and managed effectively, with attention paid to workload and retention.
- ♥ Prioritise and allocate financial resources appropriately, ensuring efficiency and effectiveness within the context of the annual budgetary cycle, being mindful of the use of public funds.
- ♥ Ensure that the school resources are managed sustainably and deployed in the best interests of our children and the school community.



JOB DESCRIPTION

Leadership and Management *continued*

- ♥ Support the school in securing additional resources to aid school improvement.
- ♥ Ensure that policies and practices take account of national and local circumstances and initiatives.
- ♥ Manage the school on a day-to-day basis ensuring that policies, including safeguarding and Health & Safety, are fully adhered to.
- ♥ Ensure relevant GDPR and data protection legislation is practised consistently.
- ♥ Regularly review own practice, set personal targets and take responsibility for own professional and personal development.

Promotion of School and Community

- ♥ Sustain an ethos and culture within the context of the school's vision, which embraces the richness and diversity of the local and wider communities.
- ♥ Collaborate with other agencies to promote the academic, spiritual, moral, social, emotional and cultural well-being of children and their families.
- ♥ Maintain and develop effective partnerships with parents and carers to support and improve children's achievement and personal development.
- ♥ Seek opportunities to invite parents and carers, community figures, businesses or other organisations into the school to enrich the children's experiences.
- ♥ Use innovative strategies to promote the school and raise its profile within the community.
- ♥ Develop an organisation in which staff recognise that they are accountable for the success of the school.

Leading Safeguarding

- ♥ Ensure that all safeguarding policies and practices fully meet the latest national guidelines and are published as required and serve as the Designated Safeguarding Lead for the school.
- ♥ Ensure all staff and volunteers are fully trained and aware of their responsibilities.
- ♥ Co-operate and work with relevant agencies to protect children.
- ♥ Continually update own knowledge and skills.
- ♥ Ensure effective supervision and security of the school environment, including digitally.
- ♥ Ensure the school is compliant with relevant and current Health & Safety procedures.
- ♥ Model and articulate effective safeguarding at all times, maintaining a safe and secure school.

Governance

- ♥ Establish and maintain appropriate working relationships with the Executive Leadership Team and Trust Board.
- ♥ Work closely and in partnership with the Executive Leadership Team and Trust board to enable the school to meet its statutory responsibilities.
- ♥ Ensure there are effective and accurate reporting systems in place (such as to the Trust Board and the Local Authority) on all matters relevant to the discharge of the school's responsibilities.



JOB DESCRIPTION

Greenheart Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to the interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

This appointment is subject to the current conditions of employment for the Headteacher's contained in the School Teachers' Pay and Conditions Document, the School Standards and Framework Act 1998, any other legislation relevant to Education and Academies and Greenheart Policies and Procedures

Safe Working Practices for Adults working with Children - It is the responsibility of each employee to carry out their duties in line with Greenheart Learning Partnership's ethos and culture of safe working practices for Adults working with Children and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. Each employee should act as an exemplar on these issues and must, where appropriate, identify and monitor training for themselves and any employees they are responsible for.

General Data Protection Regulations - The post holder is required to comply with GDPR regulations ((EU) 2016/679) (unless and until the GDPR is no longer directly applicable in the UK) and then (ii) any successor legislation to the GDPR or the Data Protection Act 1998, including the Data Protection Act 2018). The postholder is to maintain awareness of Trust policies and procedures in this area. Attention is specifically drawn to the need for confidentiality in handling personal data and the implications of unauthorised disclosure.

Fluency - This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

Equality and Diversity - There is a requirement for the post holder to promote the equality and diversity agenda within their own role and areas of responsibility and across the Partnership.

Health and Safety - The post holder must at all times carry out his/her/their responsibilities with due regard to Partnership policy, organisation and arrangements for Health and Safety at Work.

Flexibility - All staff within the Greenheart Family will be expected to accept reasonable flexibility in working arrangements and the allocation of duties to reflect the changing roles and responsibilities.

The principal responsibilities and tasks as set out above are not intended to be exhaustive. The need for flexibility, accountability and teamworking is required. The postholder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's grade and whenever reasonably instructed.

PERSON SPECIFICATION



Education & Qualifications	Essential	Desirable
Qualified Teacher Status	♥	
A good Honours Degree	♥	
National Professional Qualification (NPQH/NPQEL)		♥
Designated Safeguarding Lead	♥	
Evidence of continuing professional development in relation to teaching and learning and leadership	♥	
Experience		
Successful experience as a Deputy Headteacher, Head of School or Headteacher	♥	
Experience of a range of leadership in at least 2 educational settings	♥	
Evidence of an in-depth understanding of pedagogy and practice and how learning theory supports practice	♥	
Demonstrable track record of teaching excellence and inclusive practice	♥	
Commitment of leading and promoting extra-curricular events, activities and initiatives aimed at improving outcomes for all pupils especially those who are disadvantaged	♥	
Experience of leading and/or managing new developments such as innovation bids, specialist status applications, etc.	♥	
Strategic Leadership		
Demonstrates knowledge and confidence in leading safeguarding across the school and is a qualified Designated Safeguarding Lead	♥	
Demonstrate the ability to set and communicate a clear strategic direction for the school	♥	
Makes confident, evidence-based decisions that support pupil achievement and school improvement	♥	
Successfully initiates and manages change and applies creative problem-solving to complex challenges with a focus on long term impact	♥	
Demonstrate the ability to devolve responsibilities, delegate tasks and monitor and evaluate practice	♥	
Build high performing teams who readily engage in the appraisal/professional review process and understand their role in the success of the school	♥	
Commitment to equality of opportunity and the development of innovative learning opportunities for all children including those with SEN	♥	

PERSON SPECIFICATION

Communication and Influence	Essential	Desirable
Communicates effectively with pupils, staff, parents, governors, and external	♥	
Builds trust and inspires confidence through clarity, empathy, and transparency	♥	
Influences others positively to gain commitment to shared goals	♥	
Relationship Building and Collaboration		
Fosters strong, respectful relationships across the school and wider community	♥	
Promotes teamwork, inclusion, and a culture of mutual support	♥	
Resolves conflict constructively and maintains a positive school climate	♥	
Adaptability and Continuous Improvement		
Demonstrates resilience and flexibility in the face of change	♥	
Champions innovation and encourages reflective practice	♥	
Committed to ongoing professional development for self and others	♥	
Motivation and Inspiration		
Leads with integrity and models high standards of behaviour	♥	
Creates a culture of high expectations and celebrates success	♥	
Empowers staff and pupils to achieve their full potential	♥	
Possess a full driving licence and have use of vehicle for business purpose and appropriate insurance	♥	





How to Apply

If you wish to discover more about this exciting opportunity, need any further information or would like to have an informal discussion, please contact **Will Bridge** at Academicis, our recruitment partner, on **wbridge@academicis.co.uk** or by phone on **07825 346535 / 01223 907979**.

CLOSING DATE:

Monday 1st December

SHORTLISTING:

Wednesday 3rd December

INTERVIEWS:

W/C 8th December

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Unit 2, Newlands Court, Attwood Road, Burntwood, WS7 3GF