

Assistant Headteacher – Academic
Senior School, Ages 11-18



Recruitment Pack



Who we are

Hurst Lodge School is an independent school and is a unique and child-centered setting, providing a nurturing environment where every student is given the opportunity to flourish both academically and personally and where their needs are at the forefront of all decisions. We are dedicated to creating a flexible, creative, and dynamic learning space where students are encouraged to explore their interests and passions. Most of our students have EHCPs and have come from a larger mainstream setting previously in their education journey. With a

strong emphasis on academic rigour alongside excellent co-curricular opportunities, including a broad range of trips and visits, Hurst Lodge School prides itself on offering a well-rounded education. Our flourishing creative arts department works in harmony with the academic curriculum, ensuring that every student has the support and opportunities they need to thrive. As a forward-thinking SEND school, we are committed to providing high-quality education that is both challenging and inspiring for all students. We encourage you to visit us.





Staff Wellbeing and Benefits

We are committed to fostering a healthy and sustainable work culture that prioritises the wellbeing of our staff.

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At Hurst Lodge School, we recognise the importance of staff wellbeing and strive to create a supportive and balanced working environment. Our staff enjoy a range of benefits designed to promote work-life balance and overall wellbeing, including:

- A 1.30pm school finish on Fridays, allowing for a longer weekend.
- Free confidential online therapy for all staff members, fully funded by the school.
- A 5pm lock-up time every day, except Wednesdays, where CPD runs until 5.30pm.
- Family Contact Evenings are conducted online from school, which are built into the CPD programme, helping to minimise evening commitments.
- INSET days that are often conference-style at a local venue, with food provided, to create a supportive and engaging professional development experience.
- Professional autonomy and creative freedom: we educate our students in the ways that work for them and staff and leaders have more flexibility than is typical.



Your role

LOCATION

Yateley Campus

REPORTS TO

Deputy Headteacher

LINE MANAGEMENT

Heads of Faculty (HOFs),
Teaching and Learning Lead,
MLD Curriculum Lead

CONTRACT TYPE

Full time, Permanent

TRAINING LEAD / EARLY CAREER TEACHER (ECT) LEAD:

- Oversee the induction, training, and ongoing development of Early Career Teachers (ECTs).
- Lead the trainee programme with a focus on improving the quality of teaching and learning.
- Deliver targeted professional development sessions and coordinate external training opportunities for training staff.
- Provide mentoring and coaching to support the growth and progression of ECTs within the school.

QUALITY OF TEACHING AND LEARNING:

- Monitor, evaluate, and improve the quality of teaching and learning across the mainstream, nurture, and MLD provisions.
- Implement strategies for improving pedagogy in each provision, tailored to the needs of diverse learners.
- Ensure high standards of lesson planning, delivery, and student engagement are maintained across all areas in collaboration with the provision leads.
- Regularly observe lessons and provide constructive feedback to staff to support continuous improvement.

ASSESSMENT, REPORTING, AND DATA TRACKING:

- Lead the implementation of effective assessment practices to track student progress across all provisions.
- Ensure the accurate and timely reporting of student progress, achievement, and attainment to stakeholders, including parents, Principal, and the senior leadership team.
- Oversee the analysis of student data and use it to inform strategic decision-making and interventions aimed at improving academic outcomes.
- Develop and maintain systems for tracking and reporting on progress across different provisions (mainstream, nurture, MLD).

LEADING HEADS OF FACULTY (HOF) MEETINGS:


- Lead regular meetings with Heads of Faculty to ensure consistent and high-quality delivery of the curriculum across all faculties.
- Set clear agendas, follow up on action points, and drive accountability in relation to departmental objectives.
- Foster a collaborative environment where Heads of Faculty share best practices, resolve challenges, and align their efforts with the school's academic goals.

LINE MANAGEMENT OF HEADS OF FACULTY, TEACHING AND LEARNING LEADS, AND MLD CURRICULUM LEAD:

- Provide line management support to selected Heads of Faculty, Teaching and Learning Leads, and the MLD Curriculum Lead, ensuring they are well-supported in their leadership roles.
- Conduct performance reviews, set targets, and support the professional development of staff in these areas.
- Ensure staff are adhering to school policies, procedures, and standards in relation to curriculum delivery, assessment, and pastoral care.
- Ensure that the Teaching and Learning Lead and the MLD Curriculum Lead are supporting the overall academic goals of the school.

ORGANISING 'DEEP DIVE' INITIATIVES:

- Coordinate and lead 'deep dive' initiatives to assess the effectiveness of teaching, learning, and curriculum delivery across different areas.
- Analyse findings from deep dive evaluations and present recommendations for improvement to the senior leadership team.
- Work collaboratively with staff to implement changes based on deep dive outcomes, ensuring a continuous cycle of improvement.



About you

QUALIFICATIONS:

- Qualified Teacher Status (QTS) and significant teaching experience.
- Experience or training in school leadership and management.

EXPERIENCE:

- Proven track record of successful teaching and leadership at the secondary level.
- Experience working with children with SEND and their families.
- Experience in leading curriculum development, teaching quality initiatives, and improving student outcomes.
- Experience of working across diverse educational provisions, particularly in mainstream, nurture, and MLD settings would be advantageous (although this is not essential).
- Experience in data analysis, assessment implementation, and reporting in an educational setting.
- Strong experience in line management and leading teams of teaching staff.

SKILLS AND ABILITIES:

- Exceptional leadership, organizational, and communication skills.
- Ability to inspire, motivate, and develop staff to improve their professional practice.
- In-depth knowledge of current educational policies, strategies, and best practices in teaching and learning.
- Proficiency in using data to drive decisions and improvements in teaching and learning.
- Strong problem-solving skills and the ability to drive change in a positive and inclusive manner.
- High level of emotional intelligence and the ability to manage multiple priorities effectively.

PERSONAL ATTRIBUTES:

- A strong commitment to the academic and personal development of all students.
- Ability to work collaboratively and build effective relationships with students, staff, parents, and external stakeholders.
- A proactive, solution-focused approach to challenges.
- Resilient and adaptable, able to thrive in a fast-paced, dynamic environment.



Where great lives start.

NEXT STEPS

You are welcome to visit our school prior to making an application. Alternatively, follow the link below to start your journey.

We look forward to receiving your application.

[www.tes.com/jobs/vacancy/
assistant-headteacher-academic-hampshire-2205053](https://www.tes.com/jobs/vacancy/assistant-headteacher-academic-hampshire-2205053)

Hurst Lodge School
Firgrove Road
Yateley,
Hampshire GU46 6HJ

01252 227002
hurstlodeschool.co.uk