



ORCHARD PARK HIGH SCHOOL

RECRUITMENT PACK



Proud to be part of the

GREENSHAW
LEARNING TRUST

Orchard Park High School,
Orchard Way,
Shirley,
Croydon,
CR0 7NJ



Orchard Park High School
THE BEST CHANCE OF SUCCESS

Telephone: 020 8776 0220

Email: info@orchardparkhigh.net

Dear candidate

Thank you for taking an interest in working at Orchard Park High School as the **Subject Leader of Science**.

Orchard Park is one of the most successful schools in the area, performing well above the national average for progress 8. The school is highly successful and we are proud of its ambitions and diverse community. We pride ourselves on routines, systems and excellence. We are a calm, happy and high achieving school, providing the very best education to all.

Our Science department is well established. The curriculum is vigorous and resourced. We develop the subject knowledge of staff in the highest quality of department CPD and of our Subject leaders in their fortnightly sessions. We also benefit from a Trust wide subject network.

Our lessons are disruption free every minute, of every lesson, of every day; it is the foundation of learning. We value high quality, expert and inclusive teaching. The successful applicant will have a clear understanding of our high standards and will ensure that this is secured across the team to allow students and staff to truly flourish.

Our staff must be high performing, passionate about education and the improvement of life changes for our children, and committed to continuing to develop the foundations we have already built here at Orchard Park High School. We are relentless in our ambitions. Our amazing team of teachers and support staff themselves demonstrate and encourage a lifelong love of learning, both within and beyond our curriculum.

Orchard Park High School is an 11 to 16 mixed school. The school is situated in Shirley on the border of Croydon and Bromley providing a happy, caring, and inclusive environment in which all children can thrive. The school has exemplary behaviour in and out of lessons. Disruption-free classrooms mean that teachers can develop their pedagogy with students who are keen to learn and are used to working hard. Senior Leaders take workload seriously and teachers are able to devote all of their time to teaching. All new staff who begin at Orchard Park are given a thorough induction, ensuring that they know how we do things.

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. We also take great pride in helping to develop shared resourcing and support each other to deliver a fantastic education.

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.

Orchard Park 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, Beverley Pierre: hrmanager@orchardparkhigh.net**. We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect ours.



Yours sincerely

Carly Moran, Headteacher

THE BENEFITS OF WORKING AT ORCHARD PARK HIGH SCHOOL

ABOUT OUR SCHOOL

- The behaviour at our school is excellent: our students are keen to learn and polite. They are used to concentrating, reading for extended periods of time, engaging in independent practice and producing developed pieces of writing, directed turn and talk, mini whiteboards and choral responses are the foundation of our pedagogy.
- Outside of the classroom, students also behave well: transitions are orderly and calm and the playgrounds and social spaces are warm and welcoming.
- The behaviour system is centralised, meaning that teachers have time to ensure they teach their curriculum brilliantly.

Sensible approach to marking and feedback

- We do not expect teachers to regularly mark books with lengthy comments: instead, we use whole class feedback processes which are much more efficient.
- We value high quality live feedback in class which is high value and effective.

Supportive, visible SLT

- Our SLT are highly visible and supportive: their main role is to ensure that teachers are able to teach as effectively as possible.

Our CPD offer is exceptional

- The majority of our CPD is department specific
- All staff receive instructional coaching once a fortnight to develop their teaching
- All our teaching methods are research informed
- We provide excellent training programmes for teachers, main scale teachers, middle leaders, lead practitioners and SLT

TERMS AND CONDITIONS

CONTRACT

Permanent

SALARY

MPS/UPS plus TLR1C (currently £14,706) Outer London

HOURS OF WORK

Full time

PLACE OF WORK

Orchard Park High School, Orchard Way, Shirley, Croydon, CR0 7NJ.

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:	Subject Leader of Science
Responsible to:	Deputy/Assistant Headteacher
Responsible for:	Departmental Teachers, Science Technician

ROLE OVERVIEW

We are looking for an enthusiastic subject specialist to join our committed Science Department as Head of Department. The successful candidate will motivate, challenge, support and inspire our students and teachers. They must also have relevant experience with a proven track record of success.

MAIN DUTIES AND RESPONSIBILITIES

- To lead a team of biology, chemistry and physics teachers
- To set, monitor and evaluate pupil targets at KS3 and in KS4 public examinations to make a measurable contribution to whole school outcomes
- To lead curriculum development to ensure the delivery of an appropriate, comprehensive, high quality and fully resourced curriculum programme
- To drive departmental improvement which contributes positively to the achievement of the school development plan and which actively involves all subject teachers in its direction and implementation
- To engage all subject staff in the creation, consistent implementation and ongoing improvement of schemes of learning
- To monitor the progress of all pupils including those identified as requiring additional support (SEN) and the highest attaining students
- To contribute to the work of colleagues through CPD, Subject Leader meetings, Insets and GLT networks
- To ensure all pupils are engaged in their learning and achieve success
- To provide regular feedback for subject colleagues in a way which recognises best practice and supports their progress against resulting in a tangible impact on student learning and progress and their own motivation
- To undertake a continuous and systematic review of the standards of leadership, teaching and learning in the subject area, consistent with the procedures in the school self-evaluation and whole school processes
- To identify areas of improvement in the department and strategise solutions, ensuring success
- To ensure all subject staff understand, and are actively implementing, the key aspects of the school's behaviour and inclusion policies
- To act as a role model in leading subject staff through own high-quality teaching, continuous professional development and professional presence
- To contribute to the development of whole school strategic planning and policies through membership of the Subject Leaders group
- The post holder is responsible for ensuring that the school safeguarding/child protection policy is adhered to and concerns are raised in accordance with this policy
- To ensure the efficient deployment, organisation and upkeep of resources, including the responsibility that rooms and areas used by the department provide a safe, high quality environment for learning
- To prepare for and attend regular line management meetings with a member of SLT
- To support the school development of literacy/numeracy across the curriculum

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.

The post holder will carry out any reasonable tasks as directed by the Headteacher, Line Manager or the GLT Director of Secondary Education.

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 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		
Education to degree or equivalent in Science (or relevant subject) plus teaching qualification	x	
Relevant postgraduate studies	x	
Evidence of wider professional development		x
Skills and experience		
Experience of classroom teaching within a secondary school setting, including evidence of high student achievement and progress	x	
Ability to use ICT effectively to support learning and raise achievement	x	
Demonstrable experience of improving pupil outcomes	x	
Experience as a form tutor and/or pastoral work	x	
Excellent knowledge and understanding	x	
Excellent knowledge and understanding of current issues in supporting the Science curriculum	x	
A good understanding of the principles of supportive behaviour management	x	
Evidence of reflective practice leading to improved skills	x	
Successful experience in position of responsibility or evidence of the potential to fulfil such a role	x	
Professional skills and abilities		
Able to establish good working relationships with a wide range of people - students, colleagues and parents	x	
A willingness to become involved in all aspects of school life	x	
Committed to the safeguarding of children	x	
Good or outstanding practitioner	x	
Able to work constructively individually, and as part of a team under pressure	x	

Excellent oral and written communication skills	x	
Strong commitment to the values and ethos of the school	x	
Extensive subject knowledge	x	
Personal Qualities		
Knowledgeable and highly competent	x	
Excellent attention to detail	x	
Ability to be self-motivating	x	
Comfortable and confident in engaging with sensitive staffing issues	x	
Readiness to identify and respond to new challenges	x	
Able to lead and manage a team through change	x	
Work related personal requirements		
Committed to equality of opportunity	x	
Ability to maintain strict confidentiality of information received and processed as part of the job role	x	
Able to focus on solutions rather than problems	x	
Ability to demonstrate sound judgement and decision-making skills	x	
Able to maintain professional standards in times of stress and high work load	x	
Ability to motivate large numbers of students and staff	x	
Potential for further promotion	x	
Understanding of own strengths and areas of development		
Ability to maintain strict confidentiality of information received and processed as part of the job role	x	
Other work requirements		
Ability to meet physical/social/emotional needs of students	x	
Must be open to coaching and mentoring	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 Sunday 26th April 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.

TOUR OF SCHOOL

If you would like to visit the school, we will be holding tours with the Headteacher on **Thursday 23rd April and Friday 24th April 2026 from 8.15 – 9.15 am**. To book a place, please email Beverley Pierre at hrmanager@orchardparkhigh.net by Wednesday 4th March 2026.

INTERVIEW PROCESS

Interviews will be held on **Friday 1st May 2026**. 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.



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