

JACK HUNT ACADEMY

Hard work Integrity Kindness



Candidate Pack



KEYS
ACADEMIES
TRUST

About the School

A Welcome from the Headteacher



Dear applicant

Thank you for your interest in this exciting role. The post offers the opportunity to make a real difference to the lives and aspirations of the students in our care.

At Jack Hunt Academy, we have a strong ethos centered on the belief that every student has the right to a first-class education, and we consistently promote high expectations for all our students. We want all our learners to leave JHA well educated; of good character; and ready for ambitious next steps. Our core values are:

- Hard Work
- Integrity
- Kindness

Jack Hunt Academy is a vibrant place of learning, underpinned by expert teaching of a challenging and broad curriculum. We provide high levels of pastoral care and support via our fantastic Year system, as well as a comprehensive PSHE programme. We believe that for students to thrive, they need to be happy, safe and receive high levels of support.

We think that enrichment opportunities are important for all students, and our offer in this area is extensive. We believe in high standards of behaviour and conduct, and our school is a happy and calm place to learn where positive relationships flourish. We are a diverse and inclusive school, and we are committed to comprehensive education.

Academic success is very important to us, and we have a strong track record. Our students achieve well and many progress into our successful and flourishing Sixth Form. Our students have strong destinations after leaving Jack Hunt Academy. However, academic success is only part of our purpose. We also provide excellence in music, drama, sport, and the arts and we value all practical and creative pursuits. We also develop the qualities that are important in any young person such as self-reliance, courtesy, respect, initiative, and determination.

We are an outward facing school. We are proud to belong to Keys Academies Trust, and this gives us the opportunity to collaborate with other schools. We also work with an extensive network of education providers, businesses, and charities within Peterborough and beyond. These networks allow us to offer our students a rich blend of opportunities.

If you think that this post at Jack Hunt Academy could be for you, we would love to receive your application.

Yours sincerely,

Jon Hebblethwaite,
Headteacher

For more information about this post, or to organise a visit to the school, please contact the HR department at recruitment@jhs.pkat.co.uk

Welcome from the Chief Executive Officer

Dear applicant

I am delighted that you are interested in applying for this role.

Keys Academies Trust is a forward looking, improving and innovative multi-academy trust, working across a group of primary and secondary schools. We have a strong central infrastructure, including school improvement, SEND, finance, HR, estates and IT, designed to enable our schools to focus on what matters most – high-quality education. We are outward facing, collaborative and committed to contributing positively at local and sector level, recognising that we are strongest when we work together.

Working together as a multi-academy Trust has allowed us to use the expertise across our 5 schools to meet our common goals to give our pupils and students an inclusive, innovative learning community that respects and benefits everyone and has aspirational plans for the future. Our goal is to unlock the potential and create strong life chances for all the children we educate.

Our Trust is entering an exciting new chapter as we create Deacon Keys Trust through a merger with Thomas Deacon Education Trust. This will bring together two organisations with a shared commitment to delivering exceptional education for our learners. This merger creates an ambitious, forward-looking Trust across 12 schools (3 secondary, 8 primary, 1 AP) with a strong foundation and a great opportunity to improve outcomes for the communities we serve.

I hope that, by reading this information pack and by considering how your own skills match those needed to meet this fulfilling role, you will feel inspired to apply for the post.

Visits to our Trust are encouraged; meeting the staff will, I am sure, give you a clearer picture of the opportunity that this role offers.

I hope very much that you will consider applying to what is a dynamic and ambitious Trust.

Best wishes

David Atter
CEO



About the Trust

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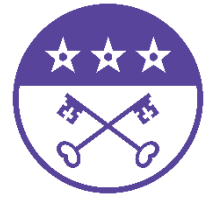
Our schools are diverse, united by a shared vision to unlock potential and create strong life chances for all. We celebrate individuality whilst working collaboratively, ensuring every school retains its unique identity within a culture built on inclusiveness and continuous improvement.

All in our Trust have high aspirations for, and high expectations of, every single pupil and student. We want them to be well-rounded, confident, caring young people with leadership skills who are motivated to achieve their best in lessons and beyond the classroom. We want them to be involved in school, local and global communities and leave us as life-long learners, equipped to build on their success and contribute positively to our future.

This is an exciting opportunity to join us at a pivotal moment in our journey.

Job Information

Assistant Headteacher
Jack Hunt Academy



Salary: L17 – L21

Type of role: Permanent

Closing date: Monday 19 October 2026

Start date: January 2027

Job Description

Purpose of Job

Working in partnership with the Headteacher and SLT shaping a vision and direction for the school, setting high expectations with a clear focus on student achievement.

Working in partnership with the Headteacher on all aspects of the strategic leadership of the school

Supporting and challenge other members of the Senior Leadership Team.

Accountabilities:

Science

- To lead strategic improvement planning across Science.
- To lead the quality of teaching and curriculum in Science.
- To improve academic outcomes at KS4 & KS5.
- To support & challenge all member s of the Science to team to ensure high levels of effectiveness.

Other SLT Responsibilities

- To be a full member of the SLT
- Alongside other SLT members, shape and develop the Academy Improvement Plan
- To work with other SLT members regarding early career teachers and ITTs
- Provide a balance of support and challenge via line management of other Science leaders
- Support other administration areas under supervision to learn multiple roles and have a willingness to cover other administrative functions to suit the needs of the school.
- Carry out other duties as may be required under the direction of Line Manager or Headteacher.

Main Duties and Responsibilities

- To safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.
- To set high expectations which inspire, motivate and challenge students.
- Teach across the age and ability range demonstrating excellent subject and curriculum knowledge. Adapt teaching so that it responds to the strengths and learning need of all students.
- Plan and teach well-structured lessons within a coherent curriculum that meets statutory and other relevant requirements.

- Assess, record and report on the development, progress and attainment of students in line with school policy.
- Complete school reports for parents/carers on students' attainment and progress in line with school procedures.
- Provide students with regular supportive feedback to raise progress and attainment by setting and marking work carried out by the student both in school and elsewhere.
- Manage students' behaviour to ensure a good and safe learning environment in line with the school's policies on behaviour.
- Develop and maintain professional relationships with colleagues.
- Manage and deploy support staff in classrooms as and when required.
- Take responsibility for personal development and improving own teaching practice through appropriate professional development
- Attend staff and departmental meetings, training days and parent's evenings.

This job description will be reviewed periodically.

This job description sets out the main duties to be covered in respect of remuneration at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify Trustee consideration of revising the allowance remunerated.

It may be necessary from time to time adapt working hours to suit the needs of the organisation. Any permanent changes to working patterns would be notified.

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.

An Assistant Headteacher is required to work in partnership with the Headteacher and SLT in shaping a vision and direction for the school, setting high expectations with a clear focus on student achievement.

Please see Job Description for full details.

	Essential	Desirable (although not essential)
Qualifications and professional development	• A good bachelor's degree • Qualified Teacher Status • Evidence of a continuous, relevant professional development for this post	• Further professional study leading to an award/further degree. • NPQSL • NPQLT
Experience	• A demonstrable track record of leading significant academic improvement as a Head of Department (or equivalent) in Science • Successful teacher to all ages and abilities in the 11-18 age range, including experience of 'A' level teaching. • At least 2 years' experience as a Head of Department (or equivalent) in Science • Evidence of a significant contribution to school life beyond the formal curriculum.	• Working collaboratively across schools
Educational philosophy and outlook	• Identification with the school's stated aims and value statement. • A recognition of the value of partnership with parents, other schools and the community generally. • A high commitment to the provision of excellent quality teaching and learning for all students. • A belief that high expectations of all students is a key driver for improving educational outcomes • A belief that all schools can have disruption free learning	
Knowledge and understanding	• Excellent knowledge and understanding of how children learn • Excellent knowledge and understanding of effective teaching techniques • A broad knowledge of current and impending education legislation and its possible impact upon schools. • A good knowledge and understanding of national strategies and initiatives affecting secondary schools. • An understanding of and commitment to equal opportunities. • Understanding of how to implement a challenging curriculum via great teaching. • Knowledge of how effective learning takes place.	

Personal qualities and skills	• Energetic, highly motivated and demonstrates enthusiasm for the post. • Resilience and the ability to cope with the pressures associated with a school leadership position. • The ability to effectively lead teams as well as be a team member. • A keen eye for quality processes and outcomes. • An ability to interrogate data effectively and use it to raise achievement. • The ability to manage change effectively yet sensitively. • Excellent interpersonal skills in all situations - students, colleagues, parents, governors. • An effective communicator. • The ability to motivate, inspire and support students and staff. • Excellent ICT skills.	
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How to Apply

For more information, and to access our online application form, visit our website at <https://www.keystrust.org/vacancies>

Or, for a short cut, scan the code below:



Please use the below links to access our Safeguarding Policies:

Safeguarding and Child Protection Policy (Trust): <https://www.keystrust.org/SafeguardingandChildProtectionPolicy>

Recruitment of Ex-Offenders Policy Statement: <https://www.keystrust.org/RecruitmentofExOffendersPolicy>

Work for Us

Our Trust culture is centred on valuing people, through supporting their ambitions and career paths, so that we are a respected and attractive employer. By creating a culture where staff feel respected, empowered and inspired, we create a positive learning environment.

We are keen to reward and recognize our staff and have developed a comprehensive range of employee benefits to achieve this.

Our staff benefit from:

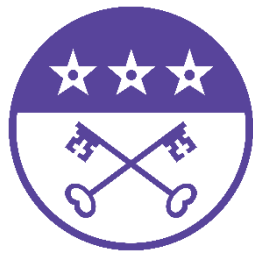
- Professional Development and extensive CPD programmes
- Perkbox employee benefits platform providing big discounts on shopping, dining and entertainment
- Generous Occupational Pension Schemes
- Generous sickness benefits to support you in a time of need
- Free parking at all Keys schools
- Nursery provision
- Free on-site annual flu vaccination scheme
- 24/7 free and confidential Employee Assistance Programme
- Wellbeing programme and support
- Additional planning days
- iPads and Laptops for all teaching staff
- Open door listening policy to Senior Leaders

Our people vision:

- Our people are proud of our Trust and the difference we make to young people
- We are all hungry to learn and we offer career development and opportunities for all
- Everyone enjoys coming to work, we are inclusive and listen to our people
- Our leaders serve our people ensuring their professional and personal need are supported
- Our people go the extra mile because they feel well rewarded and valued and that we care

Safeguarding Statement

Keys Academies Trust (Keys) and Jack Hunt Academy are committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an enhanced Disclosure & Barring check along with other relevant employment checks. Disclosure of any criminal convictions and an enhanced DBS check will be required for this post. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children. The post may not be exempt from the Rehabilitation of Offenders Act 1974 as certain spent convictions and cautions are 'protected' and are not subject to disclosure. It is important that an applicant provides the School with upfront disclosure of all unspent convictions, cautions, reprimands or warnings. A failure to declare the above (that are not subject to the Disclosure and Barring Service filtering) may disqualify an applicant for appointment and may result in summary dismissal if the discrepancy subsequently comes to light.



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Ledbury Road
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