



Ark Byron
Primary Academy



Principal
Information
Pack



Dear school leader,

Thank you for your interest in the Principal role at Ark Byron Primary Academy.

We are an inclusive two-form entry primary school serving 420 pupils from Reception to year 6. We opened our doors in September 2015 and are uniquely located on the edge of Acton Park. This attractive location also allows us to integrate outdoor learning into our curriculum.

The new Principal will establish their own vision for Ark Byron whilst building on the current successes enjoyed by the school. This headship is well-suited to an existing head or experienced deputy who is seeking a new opportunity to make impact and who would thrive in a collaborative network of schools.

Ark Byron Primary Academy is part of the Ark network, one of the most successful multi-academy trusts in the country. The newly appointed Principal will join a high-performing team of primary school leaders, who work together to raise standards across the whole network. In addition, Ark's professional development offer for leaders and teachers at all levels is exceptional.

Our school community is strong and a great source of pride to us; we are fortunate to have a committed and supportive parent and governing body serving a diverse group of pupils.

We warmly welcome and encourage confidential conversations about the role and visits to our school for suitable candidates. If you are interested in finding out more about this opportunity, please contact me on Moira.Cruddas@arkonline.org or our Senior Recruitment Advisor, Shevonnae Sokoya, on Shevonnae.Sokoya@arkonline.org or 020 3116 0727.

We look forward to hearing from you.

Moira Cruddas
Deputy Regional Director

The opportunity

We are an inclusive two-form entry primary school serving 420 pupils from Reception to year 6. Our school is located next to the beautiful Acton Park and is well connected by public transport.

Our motto, "Courage to reach for the sky!" reflects Ark Byron's high expectations for every child. By aiming high and setting ambitious goals, we believe that pupils will be able to reach their full potential. We support our pupils to show courage, take risks to improve, learn new things and embrace new experiences.

Our outcomes are solid at all levels and this summer, our year 6 pupils achieved a combined score of 65%. Our year 1 phonics results were strong at 85%, which sets a good foundation for the incoming Principal.

We are now looking for a Principal to lead Ark Byron Primary Academy through the next chapter in its history. The new leader will enter a well-established school with much to be proud of and celebrate. Through strong leadership, teaching and pastoral support we provide an inspirational environment which celebrates success and encourages pupils to strive for excellence in everything they do.

This headship is well-suited to an existing head or an experienced, high-potential deputy who is seeking a new opportunity to make impact and who would benefit from being clustered amongst several west London Ark schools, with scope for additional support from an Executive Principal.

As part of the Ark network of schools, you would join one of the most successful multi-academy trusts in the country. We are renowned for our approach to staff development at all levels, with high quality training provided at each stage of your career. Leaders within Ark benefit from being able to draw upon the resources, expertise and support of the network. They also have the opportunity to work collaboratively with other school leaders and to feed into the development of excellent practice beyond their own school. Ark has developed a number of successful programmes and tools to support the cultivation of excellence including world class curricula – for example, the Mathematics Mastery programme, in addition to the Great Teacher Rubric.

Ideal candidates will:

- Have a very clear vision of what makes an exceptional school and the skills and character required to develop this
- Be fully aligned with Ark's values and six pillars
- Have a track record of devising and delivering highly effective education for the pupils they serve

- Be committed to working in partnership with governors, parents, the school community and Ark to deliver strong outcomes for pupils
- Act with integrity and build effective, trusting relationships with colleagues and pupils
- Be network-minded and able to contribute meaningfully to our strategic development at both regional and network level.

This is an exciting opportunity for a passionate and experienced senior leader who is seeking a new opportunity. In return, you will be supported by an experienced Regional Director and receive access to high-quality training and development opportunities. The successful candidate will also have the full support of the network to ensure Ark Byron Primary Academy makes a lasting contribution to its community, supporting local children to fulfil their ambitions.

To apply, please [click here](#).

- 👤 **Reports to:** Regional Director
- 📅 **Start date:** September 2024, or as soon as reasonably possible
- 📍 **Location:** The Vale, Acton, London, W3 7JT
- 💷 **Salary:** Significant and generous salary, including potential relocation package
- 📄 **Contract:** Permanent, full-time
- 📧 **Closing date:** 9am, Monday 26 February 2024
- 🏫 **School visits:** To be arranged as suitable for the candidate

We aim to build a diverse and inclusive organisation where everyone – staff and students – can do their best work and achieve their full potential. We want to reflect and represent diverse perspectives across our organisation because we know that doing so will make us stronger, more connected and enhance our pupils' education.

Ark is an equal opportunity employer. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).



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Job description

The Principal is responsible for providing an outstanding education for all pupils. They will work with the staff to establish outstanding teaching and learning and an excellent, nurturing school culture.

Key responsibilities

- Leadership of the school and its staff to consistently deliver high quality education to all pupils
- Implementation and coordination of the vision, ethos and strategy for the school
- Leadership of effective external relationships, including the local community and other stakeholders
- Contribution to the overall direction of the Ark network.

Outcomes and activities

Personal leadership and coaching

- Lead and inspire all the senior leaders to ensure excellent leadership and management throughout the school
- Oversee recruitment, training, motivation and mentoring of all staff
- Instil an ethos of high expectations for achievement and behaviour for all pupils
- Lead the development of the curriculum and culture
- Maintain strong working relationships with the community, agencies, and stakeholders, including parents and the Governing Body.

Coordination of the overall strategy

- Oversee staffing allocation and strategic staff development
- Ensure robust operational systems are in place that support the school's efficient functioning
- Work with the Finance and Operations team, oversee the finance, facilities, catering, and resources across the school.

Development of the Ark network

- Collaborate with others in the network to develop good practice and share innovation
- Help shape or lead education initiatives across the Ark network
- Undertake any other responsibilities as directed by the Regional Director.





Person specification

Qualification criteria

- Qualified to degree level and above
- Qualified to teach and work in the UK.

Experience

- Experience in primary school leadership, as a vice principal or principal
- Experience of having led, or significantly contributed to the success of a school through its leadership, ethos, teaching and results
- Experience of significantly raising the attainment of students in the classes you have taught.

Leadership behaviours

Teaching and learning

- Ability to lead outstanding teaching and learning
- Ability to lead effective and systematic behaviour management with clear boundaries, sanctions, rewards and praise.

Vision and strategy

- Has a vision aligned with the school's high aspirations and high expectations of self and others
- Has a clear understanding of strategies to establish a consistently nurturing culture with high standards of behaviour and commitment to relentlessly maintaining these standards.

Leadership

- Strong understanding of outstanding provision in all facets of education across a primary school
- Successful experience of implementing key aspects of this provision
- Ability to set high standards and lead and motivate colleagues and pupils in meeting these standards

- Resilience and motivation to lead the school through day-to-day challenges while maintaining a clear strategic vision and direction
- Strong organisational skills and the ability to delegate
- Genuine passion and a belief in the potential of every pupil
- Ability to use data to inform and diagnose weaknesses that need addressing
- Commitment to the safeguarding and welfare of all pupils.

Leading external relationships

- Ability to skilfully lead and manage good working relationships with parents, governors and other stakeholders.

Personal characteristics

- Highly approachable, very grounded and makes sensible judgments
- Relishes accountability and takes personal responsibility for their own actions
- Excellent critical thinking skills; has intellectual curiosity and rigour
- Able to build trust and mutual respect between pupils, families and staff
- Strong interpersonal, written and oral communication skills.

Other

- This post is subject to an enhanced Disclosure and Barring Service check.

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.



Benefits & Rewards with Ark

As an Ark Principal, we will offer you:

1. A carefully designed and supportive **Principal Induction** plan to ensure you have everything you need to start your new role confidently and smoothly
2. An **Ark Coach**, where desired, who has undertaken our CPQP coaching training
3. **Ark network training days** – we have ten days in total across the year for you to receive training as well as train your staff – twice the usual amount of days offered
4. **Principals' Residentials** which offer time to network, seek and provide collegiate advice, training, support and socialising
5. **Principal training** – in addition to NPQH training (if you do not hold the qualification), we also offer CPQP coaching training and other unique sessions such as Media Training designed to give you all the tools you need to thrive in your new role
6. **Support from experienced external professionals** such as psychotherapists from healthyminds@work
7. Influence particular Network-wide issues through our **Network Groups and Principals Lead meetings**
8. **Career development opportunities** – being part of a group of schools means that there is always room to grow and new opportunities to explore; 100% of our Executive Principals are homegrown from our Principals
9. **On-hand expertise** from our dedicated Central education and operations teams who are ready to support you and your school
10. **Regional Senior Leadership Team** – all Principals are part of a Regional SLT which work collaboratively on Regional and Network priorities

Ark's Six Pillars



1. High Expectations

We believe that every child can achieve great things. So we set high expectations for all our pupils, and we do whatever it takes to meet them. Our aspirations are no lower for our most vulnerable pupils.

2. Excellent Teaching

A teacher affects a pupil's achievement more than any other factor. We work side-by-side with teaching staff, supporting them with training and development so that they can deliver excellent teaching. To make sure that no pupil is left behind, we've developed data management tools which help teachers to monitor progress — this shows when pupils, or indeed teaching staff, need extra support.

3. Knowing Every Child

We organise our schools so that every child knows, and is known well by, every adult in the school. We also recognise that children do best when families and schools work together. We keep parents well informed about children's targets, and we involve families in all aspects of school life. To nurture a love of reading and develop fluent communication skills, we also dedicate more time to literacy and English. We make sure that all of our teachers recognise the barriers that children face in building literacy skills, and we offer tools and expertise to enable teachers to best support students who need more help.

4. Depth for Breadth

When children build firm foundations in English, maths and other key subjects, they find it easier to do well in other subjects too. That's why we prioritise depth in these subjects, giving our pupils the best chance of success. We've developed *Ark Curriculum Plus* which aims to improve attainment, enjoyment and confidence in key subjects. Their approach is based on tried and tested methods from around the world, and is endorsed by Ofsted. Ark Curriculum Plus has over 1000 Mastery programmes being used across the country in Mathematics, English, Science, History and Geography across primary and secondary schools.

5. Exemplary Behaviour

Our schools are characterised by a respectful environment, where teachers can focus on teaching and pupils can focus on learning. We teach, recognise and reinforce good behaviour, and we don't tolerate poor behaviour. We don't accept any excuses, and we don't make any either.

6. Always Learning

To make sure children have enough time both for core subjects and for extra-curricular activities, many of our schools run a longer school day. Others are open at weekends and during school holidays, offering masterclasses and revision sessions. Many Ark schools offer residential stays, day trips and summer schools. In every school, no time is wasted — every hour of every day is devoted to children learning.

Ark Values



AIM HIGH

We have high expectations of ourselves and of each other



BE BRAVE

We take on challenges and are prepared to say and do difficult things if that's what's needed



BE KIND

We care about what we do and how we work with each other



KEEP LEARNING

We are open to new ideas and we learn from our mistakes as much as our successes





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