



Ark Acton
Academy



Principal
Information
Pack



Dear school leader,

Ark Acton Academy is a secondary school and sixth form serving children in the local community of Acton, Ealing. The school joined the Ark network in 2018 after its predecessor school was placed in special measures, and we are proud to have recently been graded 'Good' in our first Ofsted inspection.

We are now on an exciting journey towards becoming an excellent school, and we are looking for an ambitious Principal to lead the school through this next phase. We are fully comprehensive and proud of our diversity, with nearly half of our pupils being on free school meals. Our outcomes are rapidly improving, and we have achieved strong progress in the last few years. Since becoming an Ark school in 2018, we have improved our progress score from -0.4 to an anticipated +0.4 this year. We achieved our highest ever outcomes this summer, with 60% of year 11 pupils achieving grades 9–4 in English and maths, and record numbers moving on to post 16 destinations. At key stage 5, our results also continue to improve, and we have a track record of securing excellent destinations for all pupils. Each year, approximately a third of our pupils' secure places at Russell group universities, including successful applications to Oxbridge as well as degree apprenticeships with the likes of KPMG and Cisco.

Our students are aspirational and hold our values of honesty, hard work and kindness in high regard. We are seeking to appoint a Principal to also uphold these values and lead the school to further success. If you are a high potential Vice Principal with the commitment and passion to drive standards and ensure pupil outcomes, we are keen to hear from you. Equally, this is also an ideal opportunity for an existing Head who is actively looking for a new challenge in a school with great potential.

Acton Academy is part of the Ark network, one of the country's most successful multi-academy trusts. The newly appointed Principal will have access to exceptional coaching and training opportunities, as well as the opportunity to collaborate with Principal colleagues across North London and our wider network. In west London alone we have six secondaries including Ark Soane which is the neighbouring newly-opened Ark school and we expect the two schools to work collaboratively as they grow. You will have my support, as your dedicated Regional Director, and the outgoing Principal will be in role until the end of summer 2024 to support a strong transition.

We warmly welcome confidential conversations about the role and visits to our school. If you are interested in finding out more about this opportunity, please contact me at Amit.Hathi@arkonline.org or our Senior Recruitment Advisor, Shevonnae Sokoya, on shevonnae.sokoya@arkonline.org

Amit Hathi
Regional Director

The opportunity

Ark Acton Academy seeks to appoint a rigorous and ambitious Principal to lead the school through its next phase of development. You will be a motivated leader who is determined to transform the lives of all pupils through delivering an outstanding education.

We believe there are strong foundations on which to ensure the school delivers consistently strong outcomes and continues to grow in pupil numbers. The appointed Principal will work collaboratively with the Regional Director to ensure that an effective improvement plan is in place which prioritises sustainable change.

This is a great opportunity for a first time Principal who brings a breadth of experience and impact as a Vice Principal, and who is ambitious and keen to progress with the support of a successful MAT. We are equally keen to hear from an experienced and successful Head seeking a new challenge.

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 through its English and Maths Mastery programmes in addition to the Great Teacher Rubric.

Ideal candidates will:

- Believe and support Ark's pillars and values
- Have a track record of devising and delivering highly effective education for the students 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 students
- Be network-minded and able to contribute meaningfully to our strategic development at both regional and network level.

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

- 👤 **Reports to:** Regional Director
- 📅 **Start date:** September 2024 or earlier if possible
- 📍 **Location:** Gunnersbury Lane, Acton, London, W3 8EY
- 💷 **Salary:** Significant and generous salary, including potential relocation bonus
- 📄 **Contract:** Permanent, full-time
- 📅 **Closing date:** 9am, Monday 30 October 2023
- 🗓️ **School visits:** Afternoon of Thursday 12 October or to be arranged as suitable
- 🗨️ **Interviews:** Week commencing Monday 30 October

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

- Successful experience in secondary school leadership, as a Vice Principal or Principal.

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 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 SLT** – all Principals are part of a Regional SLT which work collaboratively on Regional and Network priorities

Ark's Six Pillars



HIGH
EXPECTATIONS



EXCELLENT
TEACHING



KNOWING
EVERY
CHILD



DEPTH
FOR
BREADTH



EXEMPLARY
BEHAVIOUR



ALWAYS
LEARNING

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're open to new ideas and we learn from our mistakes as much as our successes





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