**Ark John Keats Academy Primary Assistant Principal for Curriculum**

**Reports to:** Primary Headteacher

**Start date**: January 2023

**Contract**: 1 year fixed term (maternity cover)

**Salary:** L7-L11 Ark Leadership scale £53,142- £58,282

**Closing date:** Friday 14th October [Please note that interviews will be held on a rolling basis, and we reserve the right to close the application process early. Early application is advised.]

**Exciting opportunity to join an exceptional school in north London.**

Ark John Keats is looking to appoint a one-year maternity post as Assistant Principal for curriculum. You will play a leading role in delivering outstanding support in all aspects of the curriculum, with a particular focus on developing our all-through curriculum and improving our curriculum provision across all key stages through training and developing our subject leader

The successful candidate will work alongside a committed senior team, working particularly closely with the Assistant Principal for Teaching and Learning and, as an all-through school, will also work closely with our secondary colleagues to ensure that our curriculum enables children to make excellent progress throughout our school.

The successful candidate will also provide professional leadership of our full curriculum offer, displaying a passion for helping all staff understand effective primary curriculum planning, sequencing, and implementation. The ideal candidate should be able to provide demonstrable impact improving the quality of curriculum in a school setting.

Ark John Keats was founded in 2013 with one class of reception children. We are now a fully-fledged all-through school, running from nursery to year 13, with over 1800 children. Our school is oversubscribed, with a waiting list for every year group. Our community is composed of supportive and committed families who buy into our vision and work with us to ensure their children achieve all they are capable of in the future.

We know that a knowledge-based curriculum is the most efficient and effective way to enable our children to be knowledgeable, articulate, curious, and able to access the next stage of their development. We aspire for all our children to have the academic knowledge necessary to enable them to progress to university, for pupils to have a love of learning and curiosity about the world, and for them to be polite, well-mannered young people who take responsibility for their choices and drive their own destinies.

Ark John Keats is part of Ark Schools, a hugely successful network serving pupils from deprived communities. Our network shares a belief in our six pillars:

**High expectations:** Every adult who works at AJK believes in the limitless potential of all children.

**Excellent teaching:** Subject specialists plan lessons which make pupils work hard and think deeply about the subject, fostering their curiosity and love of learning.

**Exemplary behaviour:** The AJK community is one of politeness, gratitude and service, where pupils take responsibility for their choices and want to behave impeccably.

**Depth for breadth:** An academic curriculum, rich in powerful knowledge, opens up opportunities for our children for the rest of their lives.

**Knowing every child:** A culture of respect and kindness, combined with proactive work with families, leads to positive relationships which unlock learning capabilities.

**Always learning:** Our culture of continuous improvement is supported by a research-driven programme of development and a spirit of collaboration.

At Ark John Keats, we believe in **rigour** – our curriculum is full of challenge, and we know that our children are intellectually resilient and capable of learning lots in every subject no matter what their starting point.

We believe in **exemplary behaviour** – we have sky high standards and support all children to reach these, by focusing on developing pupils’ self-regulation, explicitly teaching pupils how to behave, and by working closely with families.

We believe in **the limitless potential of all children** – if children work hard, there are no limits to what they can achieve.

At Ark John Keats, you will be joining a committed team of professionals. You will have ten days of CPD over the course of the year. We have a no-email policy after 6pm or at weekends to safeguard work/life balance for our team, and a free gratitude breakfast for all staff on Fridays to share our appreciation for each other.

We are looking for someone who aligns with our approach to curriculum and teaching. The successful candidate will work closely with other teachers and leaders in the AJK English team, as well as across the Ark network to develop a truly all-through curriculum.

**Our location**

Travelling by rail from central London: Our nearest overground station, Turkey Street, is a 10 minute walk from the school and stops at Seven Sisters, Stoke Newington and Hackney Downs on the way to Liverpool Street. National Rail services are also a 10 minute walk and stop at Tottenham Hale and Hackney Downs before finishing at Liverpool Street.

Travelling by car: We are easily reached by car, with most of North East London accessible within 30 minutes. There is free on site parking for staff.

To apply please submit your application by Friday 13th October**.** For an informal, confidential discussion with the headteacher, please contact the Primary Office Manager, Maria Thornton, to organise via [m.thornton@arkjohnkeatsacademy.org](mailto:m.thornton@arkjohnkeatsacademy.org)

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**Start date**: January 2023

**Contract**: 1 year maternity leave

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**The Role**

* Lead on the strategic direction and development of the primary curriculum
* Line manage and ensure the achievement of consistently outstanding teaching and learning in a key stage
* Embedding of the Ark John Keats ethos and culture in the department and, as a member of the leadership team, across the academy

**Key responsibilities and outcomes for the Assistant Principal of Curriculum**

**Curriculum**

* Oversee the strategic direction of the curriculum within the school
* Train and develop subject leaders with their curriculum area(s)
* Assist in constructing a curriculum that is ambitious for all pupils, particularly the most disadvantaged and those with SEND
* Ensure there is a curriculum that is coherently planned and sequenced
* Plan effective support for teachers’ subject knowledge across the primary curriculum
* Represent the school in MAT meetings, making staff and SLT aware of updates and implementing necessary changes.
* Work with Assistant Principal for Teaching and Learning to ensure the structure and delivery of collaborative planning meetings enable all staff to deliver the curriculum to a very high standard.

**Assessment**

* Lead on the whole-school assessment strategy, ensuring it is rigorous, well-evidenced and is easy to communicate to pupils, parents and staff
* Provide training and support for staff on administering the assessment system effectively, particularly statutory assessments
* Track and analyse pupil performance data, paying particular attention to disadvantaged groups
* Plan and implement interventions for those pupils who are not progressing Keep up to date with accepted best practice in the field of assessment, and advising others about this

**Activities**

**Leadership and management**

* Write an area development plan, set teaching and academic targets, and embed a meaningful monitoring and review process
* Participate in recruitment and selection activities
* Assist in the professional development of teachers
* Develop strong partnerships and ensure regular and productive communication with parents
* Maintain regular and productive communication with pupils, parents, and colleagues

**Teaching and Learning**

* Provide teaching cover to assigned year groups
* Direct and supervise support staff within relevant key stage to ensure the support provided to individuals and groups is having a significant impact on academic progress
* Support the phase leader to implement an ongoing intervention programme to ensure pupils who fall behind have effective intervention to ensure they catch up quickly and sustain progress

**Academy Culture**

* Support the academy’s values and ethos by contributing to the development and implementation of policies, practices and procedures
* Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
* Help develop an academy culture and ethos that is utterly committed to learning and achievement
* Support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required

**Other**

* Undertake and, when required, deliver or be part of the appraisal system and relevant training and professional development
* Undertake other various responsibilities as directed by the Principal

**Development**

* An opportunity to lead on and develop whole school initiatives
* Regular feedback through link meetings and performance appraisal
* Involvement in SLT meetings and strategic decisions across the primary phase of the academy
* Opportunity to plan out the development of key staff across the academy and impact on their professional development

**Person Specification: Assistant Principal for Curriculum**

Qualification Criteria

* Qualified to at least degree level
* Qualified to teach and work in the UK

**Experience**

* Evidence of being an outstanding primary teacher
* Evidence of having raised attainment in a key stage

**Knowledge**

* Up to date knowledge within EYFS-KS2
* An understanding of what an outstanding education looks like in the classroom
* An understanding of the strategies needed to establish consistently high expectations.

**Behaviours**

**Leadership**

* Effective team worker
* High expectations for accountability and consistency
* Vision aligned with Ark’s high aspirations, high expectations of self and others
* Genuine passion and a belief in the potential of every pupil
* Motivation to continually improve standards and achieve excellence
* Effective listening skills that lead to a strong understanding of others
* Commitment to the safeguarding and welfare of all pupils.

**Teaching and Learning**

* Excellent classroom teacher, with the ability to reflect on lessons and continually improve their own practice
* Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
* Thinks strategically about classroom practice and tailoring lessons to pupils needs
* Understands and interprets complex pupil data to drive lesson planning and pupil attainment
* Good communication, planning and organisational skills
* Demonstrates resilience, motivation and commitment to driving up standards of achievement
* Acts as a role model to staff and pupils
* Commitment to regular and on-going professional development and training to establish outstanding classroom practice.

**Other**

* Commitment to equality of opportunity and the safeguarding and welfare of all pupils
* Willingness to undertake training
* This post is subject to an enhanced Disclosure & Barring Service check.