



Ark Burlington Danes Academy



Head of
Primary
Information
Pack



We believe that education is the most powerful lever in overcoming social disadvantage.

Our school

Ark Burlington Danes Academy is a superbly resourced, rapidly improving school with a rich history and high ambition. Our school was founded in 1699 and holds a special place in educational history as the first girls' school in London. In 2006, we became the founding school of the Ark network and are fortunate to maintain ongoing links with our alumni. We are a Church of England non-selective, all-through, mixed school serving our local community, in an area of significant social disadvantage. We are close to White City underground station, with excellent links to central London, and benefit from rapidly developing professional and academic infrastructure on our doorstep. We are a short walk from Imperial College's new faculty site and the BBC, both of whom provide opportunities to our students. We are also fortunate to have the upcoming EdCity site, home of Ark's new headquarters, as our neighbour, which will allow us to tap into an excellent hub of pedagogical expertise.

At Ark Burlington Danes Academy, we believe that everyone deserves to be accepted, included and empowered to live a life that is purposeful and fulfilling. We believe that education is the most powerful lever in overcoming social disadvantage, and so we commit ourselves to ensure that our children receive a holistic education that is exceptional in quality. We deliver a rigorous academic curriculum to ensure that our children are able to access every opportunity, alongside a non-examined curriculum focused on raising aspirations, personal development and our Christian values, ensuring our children are able to live life to its fullest potential. All our children participate in a programme of courageous advocacy for social causes to equip them with the skills and belief that they can be the ones to make the world a better place.

Superbly
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Rapidly
improving
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Rich
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High
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The role

Do you have the vision, passion and rigour to lead Ark Burlington Danes Primary Academy at this pivotal and exciting time in its development?

Ark Burlington Danes seeks an inspirational Head of Primary with the ambition and drive to develop our primary into a beacon of excellence. You will be a creative and tenacious leader with the vision to realise the existing potential of our primary and to face future challenges. You will hold exceptionally high expectations for all students, share the belief that an excellent education is central to transforming lives and ensure every student is given the opportunity to succeed. You will be deeply committed to staff development and have a strong track record of improving teachers and leaders in your role to date.

The primary presently runs from Nursery to Year 4 and will continue to grow over the next two years. By 2021, the primary will have students in each year group and by 2022, these students will join the secondary phase of the school as part of the Year 7 secondary cohort.

The Head of Primary will play a critical role in ensuring that from the time students arrive in nursery they will be prepared for an exceptional all-through educational journey taking them from primary to secondary, into sixth form and beyond. They will have strong curriculum knowledge and will be adept at planning and integrating the primary curriculum into that of the secondary. They will have a deep understanding of how to embed systematic approaches to whole school improvement in a primary, and integrate those approaches within the all-through academy. They will be a positive and creative leader, with the ability to work effectively with leaders across every stage of the all-through academy.

Burlington Danes Academy is part of the Ark network of schools, one of the largest and most successful multi-academy trusts in the country. Ark is renowned for its approach to staff development, with high quality training provided at every level for both teaching and non-teaching staff. Leaders within Ark benefit from being able to draw upon the resources and expertise 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. This year the Great Teacher Rubric has been launched. This tool is a driver for teacher development and we believe all teachers, from novice to master, will benefit immensely from

it. It is a hugely exciting time for anyone considering joining our network.

We are keen to hear from successful school leaders, including existing Principals, Vice Principals or Assistant Principals, seeking a new challenge.

Ideal candidates will:

- Be fully aligned to the Ark Pillars
- Have a clear understanding of what makes a great school
- Possess the technical and behavioural traits to lead a highly effective school
- Be able to demonstrate impact in key areas of provision in current or previous roles
- Be a great teacher themselves. As a leader of teaching, we are looking for someone who really knows what great learning looks like in the classroom and how to achieve it
- Be network-minded and able to contribute meaningfully to our strategic development at both regional and network level

This is a rare opportunity to lead across the primary phase as part of an ambitious and aspirational senior leadership team, driving our academy in an exciting next phase of its development. The all-through nature of the academy presents a unique opportunity for personal and professional development. The successful candidate will have the full support of Ark to ensure Burlington Danes Primary Academy makes a lasting contribution to its community, supporting local children to fulfil their ambitions.

If you are interested in finding out more about this opportunity, please contact the Regional Director, Jacqui Steele, at jacqueline.steele@arkonline.org

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

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|  | Reports to: | Principal, All-Through |
|  | Start date: | Easter or September 2020 |
|  | Location: | White City, West London |
|  | Salary: | Highly competitive and negotiable |
|  | Closing date: | Tuesday 7 January 2020 |
| | First interview: | Tuesday 14 January 2020 |
| | Final interview: | Monday 20 January 2020 |

We value diversity and are committed to safeguarding and promoting child welfare. The successful candidate will be subject to DBS and any other relevant employment checks.

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Job description

The Head of Primary is responsible for providing an outstanding education for all pupils at the primary. They will work with the senior team to establish outstanding teaching and learning and an excellent school culture.

Key responsibilities

- Implementation and coordination of the vision, ethos and strategy for the primary
- Leadership and development of the primary and its staff in order to achieve extremely high standards of teaching and learning, behaviour and attainment
- Design, implement and monitor the primary curriculum
- Leadership of effective stakeholder relationships, including parents and the local community
- In partnership with the Principal and rest of the leadership team, ensure the safeguarding of all pupils, and that the safety and wellbeing of pupils and staff is promoted at all times
- Contribution to the overall direction of the Ark network.

Outcomes and activities

Personal leadership and coaching

- Recruit, train, motivate and mentor all staff
- Instil an ethos of high expectations for achievement and behaviour for all pupils
- Developing the primary curriculum and aligning it to that in the all-through school
- Maintain strong working relationships with the community, agencies, and stakeholders, including parents and the Governing Body.

Coordination of the overall strategy

- Oversee staffing allocation, including support staff, across the primary
- Coordinate cross-primary responsibilities among the senior leaders and staff
- Ensure robust operational systems are in place that support the primary's efficient functioning
- Working with the Finance and Operations team, oversee the primary 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 All-through Principal.





Person specification

Qualification criteria

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

Experience

- Experience in primary school leadership
- 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

- Outstanding teaching and learning
- Effective and systematic behaviour management with clear boundaries, sanctions, rewards and praise.

Vision and strategy

- Vision aligned with the academy's high aspirations and high expectations of self and others
- Understands how to set high aspirations and lead effective strategies across all aspects of a primary school including curriculum, learning, administration, finance and communication
- Clear understanding of strategies to establish consistently high standards of results and behaviour in an inner city school and commitment to relentlessly maintaining these standards.

Leadership

- Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance
- Resilience and motivation to lead the academy through day-to-day challenges while maintaining a clear strategic vision and direction
- Strong organisational skills and ability to delegate

- Genuine passion and a belief in the potential of every student
- Use of data to inform and diagnose weaknesses that need addressing
- Commitment to the safeguarding and welfare of all pupils.

Leading external relationships

- Skilful management and political nous for maintaining effective 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
- The post holder must be committed to safeguarding the welfare of children.

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.

The Ark network

Ark is an education charity and one of the country's top-performing academy operators. Our network comprises both new-start and transition schools that have become Ark academies.

Our aim is to create outstanding schools that give every Ark pupil the opportunity to go to university or pursue the career of their choice. To achieve this, our schools prioritise six key pillars:

OUR SIX PILLARS

All of our schools have their own ethos and character. But they all share the same mission: to make sure that every pupil can go to university or into the career of their choice.

To achieve this, they follow the same set of underlying principles.

We call these the Six Pillars.

Ark
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HIGH EXPECTATIONS



EXCELLENT TEACHING



DEPTH FOR BREADTH



EXEMPLARY BEHAVIOUR



KNOWING EVERY CHILD



ALWAYS LEARNING



Joining an Ark school means you will be supported by education experts from across the network.

You will work with other Principals in the cluster and an experienced Regional Director who understands the intricacies of your local school community. You'll also receive support and guidance from our subject experts who are there to help develop the curriculum and implement strategies to improve attainment.

Ark is an international charity, transforming lives through education. We exist to give every young person, regardless of their background, a great education and real choices in life. In the UK, we are a network of 37 schools, educating around 26,000 pupils in areas where we can make the biggest difference. Through Ark Ventures, we incubate, launch and scale initiatives that address some of the most intractable issues in education and society—in the UK and around the world.



Ark Burlington Danes Academy

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