



ST PAUL'S ACADEMY

51 FINCHALE ROAD, ABBEY WOOD, LONDON SE2 9PX

TEL: 020 8311 3868 OR WEBSITE WWW.STPAULSACADEMY.ORG.UK

Principal: Mrs S M Ward

Assistant Principal: Quality of Learning and Adaptive Teaching

Required for September Start

Salary: L13-19

Full Time/Permanent Roll: 1,200

Location: St. Paul's Academy, Finchale Road, Abbey Wood, London, SE2 9PX

Hours: Full-Time

Term: Permanent

Salary: MPS/UPS (inner London weighting)

Start: September 2024

Application Deadline: 8th May (shortlisting 9th May, Interviews 14th May). Visits and a tour with the Principal and students welcome.

We seek an exceptional leader of learning and adaptive teaching to take the Academy forward in its next phase of securing outstanding quality of education for all. Passionate about Inclusion and social justice, we use education as the instrument and tool that facilitates the best futures for young people. The experience in the classroom for all learners, for all needs will be a key focus for this role as well as a clear vision regarding the development and support for teachers and support staff to deliver quality first teaching and invocation that engages and excites. If you believe in the power of education to transform and the rights of young people to have a first class education where personal development and 'soul' drives the motivation for each day- then this post in Leadership at St Paul's is right for you.

About Us

St Paul's has 1200 students aged 11-16 and is a diverse community centred on the charism of St Paul as a missionary, seeker of truth and a champion of justice. St Paul's Academy seeks to serve young people from both the Catholic and the local community, welcoming all those who embrace its values and share its quest for excellence:

- To provide opportunities for young people to develop the knowledge, skills and wisdom necessary for effective learning.
- To enable learners to develop their intellectual, social, moral, spiritual and physical potential to the full in order to become proactive members of both the local and wider community.
- To increase aspirations by exploiting educational innovations and opportunities in the best interests.

In the Catholic School's Inspection we had in February 2024, St Paul's achieved an Outstanding grade for Catholic life and Mission and rated 'Good' for all other areas. St Paul's was praised for the "deep pastoral care" that is provided and for integrating "fully in the wider community through faith in action and service". OFSTED 2023 also commented on the ambition being put into the curriculum and the strength of the leadership of the school to raise ambitions and expectations at St Paul's. If you would like to see a

little more of life at St Paul's Academy, please look at the website and our school film, the link for which is here:

<https://www.stpaulsacademy.org.uk/school-video/>

We are proud of our continuing journey of academic success and ever-improving progress. This year, we reached the milestone of achieving a positive Progress 8 score (+0.5) - one of many significant milestones to come. At St Paul's, we believe that Art has the power to unlock young people and their potential and give a powerful outlet for their spiritual, moral and cultural expression. As the Head of Art you will be responsible for planning an ambitious curriculum, enrichment that adds value to young people and creating a school environment which celebrates creativity, culture and Art.

We Offer

- Collaborative work environment in a school with a strong community ethos.
- Professional growth and development opportunities
- Private healthcare benefits
- Professional subscription to The Key and National College
- Supportive senior leadership team
- Free use of the academy's well-equipped gym facilities
- On-site parking (subject to availability)
- The Elizabeth Line is on our doorstep, giving both flexibility in travel and access to a wealth of places across London, Heathrow, Reading, Slough, Kent and the South East.

St Paul's Academy is committed to safeguarding and promoting the welfare of children and young people; it expects all members of staff to share this commitment. This post is subject to a Disclosure and Barring Service (DBS) check.

Equalities: To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy.

Closing Date: 9th May 2024

Interviews: 12th May onwards (TBC)

External applicants should complete the full application form which can be obtained from Lindsey Wood (Headteacher's PA) at lindsey.wood@stpauls.greenwich.sch.uk or calling her on 0208 311 3868 Ext: 130.





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Principal: Mrs S M Ward

Assistant Principal 2024 Quality of Learning & Adaptive Teaching

Post Title:	Assistant Principal: Quality of Learning and Adaptive Teaching
Main Purpose:	<p>Summary</p> <ul style="list-style-type: none"> ● MER For Teaching and Learning in the classroom ● Teacher Development to support appraisal and strategic CPD ● CPD Staff ● Formative assessment / Quality of work records ● Homework/Outside of Lesson Learning ● SEND, Inclusion and High quality education for all ● Policies and procedures relating to: <ul style="list-style-type: none"> ● Teaching & Learning ● Remote Learning ● Key Groups e.g. SEND HPA etc ● Literacy, reading and Numeracy: Line Manager for TLR holders and Strategic Leadership ● Assist with the analysis, interpretation and understanding of relevant inclusion data and information. ● Line Manager for TLR holders and other strategic Leadership related.
Qualities:	<p>The Assistant Principals will:</p> <ul style="list-style-type: none"> • Uphold public trust in school leadership and maintain high standards of ethics, behaviour and professional conduct • Uphold the Catholic values of the Catholic Church • Build positive and respectful relationships across the school community • Serve in the best interests of the school's pupils
Reporting to:	Vice Principal for the quality of education
Line Manager of:	<ul style="list-style-type: none"> ● Lead Practitioners ● Pupil Premium Leads ● Literacy Coordinator & Librarian ● Well being Lead ● Lead Practitioners ● SENDCO/Interventions Leaders ● Pupil Premium Leads ● Literacy Coordinator & Librarian ● Well being Lead ● As directed
Scale/Grade	L 13-19 Progression in relation to meeting SIP targets and successful personal performance management.

1. Overall Strategic Responsibilities

1.1 Work in partnership with the Principal, Senior Leadership Team, Governing Body, staff, pupils, parents and the Local Authority in generating the ethos and values which underpin the school enriched by mutual care and respect extending into the local community.

1.2 Support the maintenance and enhancement of the school's ethos and mission through outstanding professional conduct and high expectations of others.

1.3 Provide outstanding strategic and operational leadership of assigned areas of responsibility. Provide outstanding strategic and operational leadership of assigned areas of responsibility.

1.4 Develop and implement an effective strategy for assigned areas of responsibility in collaboration with other members of the Senior Leadership Team.

1.5 Devise and implement a development plan for all areas of responsibility with clear annual targets agreed with all members of the Senior Leadership Team.

1.6 Develop and sustain outstanding outcomes for students in terminal exams.

1.7 Performance-manage assigned staff with respect to all areas of responsibility for pupils; through regular meetings, setting of appropriate targets for performance, providing support and challenge and undertaking regular reviews for feedback.

1.8 Develop systems and structures for the effective management and administration of all areas of responsibility.

1.9 Strengthen partnership working

1.10 Quality assurance of quality of education in all areas of responsibility, in line with the expectations.

2. Communication and Administration

2.1 Provide leadership and staffing body with communication of important matters via staff briefing notes on a weekly basis.

2.2 Support the maintenance and delivery of the Pastoral and Staff handbooks.

3. Relationships with Others

3.1 Participate in the Performance Management Cycle and INSET cycles, leading where appropriate.

3.2 Participate in the induction of new staff into the school community.

3.3 Maintain good working relationships with colleagues, pupils, parents/carers, governors, the community and Local Authority and ensure all communication is consistent with the school's ethos.

4. Accountability

4.1 Make best use of all resources to support the attainment, progress and well-being of all pupils.

4.2 Ensure that parents/carers and pupils are well informed about all aspects of provision (within areas of responsibility) and about the contribution they can make in supporting their child's learning.

5 Other Responsibilities

5.1 Lead on the promotion, dissemination, implementation and monitoring of whole-school strategies within the Assistant Principal remit.

5.2 Contribute to the wider life of the school and its community through out of hours and partnership work.

5.3 Support the work of colleagues within the Senior Leadership Team through the strategic leadership of key processes within school.

5.4 Fulfil line management duties for areas as directed by the Principal.

5.5 Contribute to the wider catholic and community life of School.

5.6 Carry out any such duties as may be reasonably required by the Principal.

6 Records Management

6.1 All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role.

Qualities and Characteristics

Leadership and management experience

- Ability to work strategically and successfully at a senior leadership level.
- Demonstrable experience of successful line management and staff development
- Working successfully with other education partners and providers.
- Experience of monitoring and evaluating the effectiveness of teaching and learning, including its outcomes in terms of standards and achievement and personal development and well-being.
- Experience of implementing strategies for improving the quality of teaching and learning, including promoting excellence and challenging under performance.
- Inspire, challenge, motivate and empower teams and individuals to achieve high goals
- Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people

Skills and Knowledge

- Experience of senior leadership or significant whole school responsibilities where impact can be demonstrated.
- Understanding of school finances, monitoring and budget management
- Effective communication and interpersonal skills
- Ability to communicate a vision and inspire others
- Ability to build effective working relationships
- Think analytically and creatively and demonstrate initiative in solving problems

Managing the organisation

- Successful experience of the delegation of leadership responsibilities and management tasks as appropriate, and monitoring their implementation.
- Understands how to establish and sustain effective organisational structures, systems, policy and practice.
- Knowledge of and commitment to the implementation of the safeguarding agenda.
- Successfully led, planned, managed and evaluated change which has had a significant impact at the whole school level.
- Can demonstrate strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision.
- Experience of developing and sustaining a learning culture that has high expectations and standards of achievement at its core.
- Knows how to promote an open, fair and equitable culture.
- Has a clear understanding of the impact of change and different leadership styles on individuals and organisations.

Securing Accountability

- Demonstrates a clear understanding of the principles and practice of quality assurance systems, including school review, self-evaluation and performance management and has experience of these.
- Shows a practical understanding of how to analyse and use the full range of evidence, including performance data and external evaluations, to support, monitor, evaluate and improve aspects of the school, including challenging poor performance
- Experience of holding individuals, teams and the whole school to account for pupil learning outcomes.
- Involvement in school self-evaluation and development planning

Strengthening Community

- Understands the importance of listening to, reflecting and acting on community feedback.
- Experience of strategies that encourage parents and carers to support their children's learning.
- Experience of building and sustaining effective relationships with parents, carers, other schools and partners and the broader community that enhance the education of pupils.
- To manage the recognised whole school reward systems
- To lead daily school detentions
- Support Departments with behaviour management systems and processes .

Competencies

- Deep and well practised sense of moral purpose in education.
- Integrity and truthfulness with a strong sense of service to education.
- Ability to communicate clearly and concisely with excellent communication skills.
- Ability to understand and apply school policies related to the post including those that relate to pupil contact.
- Ability to maintain accurate records
- Self-motivated.
- A team player.
- Resourceful.
- Enthusiastic.
- Friendly, courteous, trustworthy and reliable.
- Able to work under pressure.
- Able to maintain a professional image.
- Willingness to attend training provided by the school and to assist in training others.
- Able to prioritise workload to suit the needs of the school environment.
- Able to adapt to a changing working environment

Other Information

- You may be asked by the Principal to take on roles and responsibilities outside the job description
- The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
- This job description is current at the date shown, but in consultation with you, **may be changed by the Principal to reflect or anticipate changes to the job commensurate with the grade and job title.**

THE POST IS SUBJECT TO AN ENHANCED DISCLOSURE AND THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING CHECKS BEFORE AN OFFER OF APPOINTMENT IS CONFIRMED AND WILL BE SUBJECT TO RECHECKING AS APPROPRIATE