



Job description:
Assistant Principal
Lead Practitioner (English) & Director of Teaching and Learning

Job Description and Person Specification

Reports to: Deputy Principal
Start date: September 2016
Salary: L11-L15 (Lead Practitioner equivalent)

The Role

The Director of Teaching and Learning will work with the Principal, Deputy Principal other Assistant Principals and the Finance Director in the Senior Executive Team. Also a member of the Extended Senior Leadership Team (s)he will play a significant part in ensuring Avanti House School provides an outstanding education for all pupils rooted in the inclusive and distinctive Avanti Schools ethos of *educational excellence, character development* and *spiritual insight*. The post will attract someone with a track record of outstanding teaching and outcomes for students in the subject of English.

Avanti House is an all-through 4-19 school which opened in 2012. It comprises a two-form entry primary school and a six-form entry secondary. In September 2016 there will be 300 children in Reception, Years 1 - 4 in primary and around 700 in Years 7-11 in secondary; a total of around 1000. When full, in around 2020, it will provide for 1680 students; projected currently to be the largest Free School in the UK.

Avanti House is part the growing family of Avanti schools. This Directorship is a senior role, working directly to the sole Deputy Principal. Although (s)he will be based at the secondary site the successful candidate will also have a leadership role in developing literacy and English pedagogy across both the primary and secondary phases. The successful candidate to this role will be a member of the Senior Executive Team as well as the Senior Leadership Team for the all-through school and will be expected to play a key role in the growth and excellence of both the school and the family of schools within the Trust and with a particular focus on teaching and learning across all phases and subjects as well as specifically literacy and English. The key responsibilities laid out here are those, which will be assumed by the successful candidate upon appointment. Specific responsibilities are likely to change over time as the senior team grows and changes.

Avanti schools are Hindu-designated faith schools. However, this Assistant Principal for Avanti House School will not derive from any specific faith background; applications are welcome from practitioners of any faith and from those of none. They will, however, be expected to be in full sympathy with the unique ethos and vision of the School.

The successful candidate will likely to have at least four years' successful experience as a secondary school teacher in a good or outstanding school or schools. (S)he may also have some middle or senior leadership and management experience within a secondary or all-through school. (S)he will have experience and a track record in delivering excellent outcomes in English at KS4 and/or KS5.



Job description:
Assistant Principal
Lead Practitioner (English) & Director of Teaching and Learning

Key responsibilities:

- **Vision Implementation:** Working with the Principal as part of the senior leadership team on the effective implementation and coordination of the vision, ethos and strategy for the school, within the context of the Avanti Schools Trust vision – taking a strategic lead on the leadership and management of outstanding pedagogy – across all phases and key stages.
- **Literacy Strategic Leadership:** Via the current online platform and working alongside the Head of English and to the Deputy Principal, co-ordinate, develop, implement and review the English/literacy faculty developmental strategy across all policy strands: teaching, learning, achievement, behaviour, safety, quality assurance and leadership - and across all phases (4-19) and key stages (EYFS-KS5).
- **Pedagogy - Strategic Leadership:** Via the current online platform and working alongside the Deputy Principal, co-ordinate, develop, implement and review the developmental strategy for pedagogy & CPD - across all policy strands: teaching, learning, achievement, behaviour, safety, quality assurance and leadership - and across all phases (4-19) and key stages (EYFS-KS5).
- **Continuous Professional Development:** To lead on teacher training and CPD across the school – also Schools Direct, teacher induction and NQTs/beginning teachers.
- **Performance Management:** To share a lead on the performance management for teachers – working closely with the Deputy Principal
- **Teaching and Learning Leader, Assessment and Tracking:** Take a strategic lead on pedagogical development of all teaching staff; training, standards of teaching and learning across all faculties.
- **Infrastructure, Professional Standards, Behaviour, Health and Safety:** Lead on the effective provisioning and deployment of teaching and learning infrastructure and also on all aspects of risk management as well as learner behaviour (classroom climate), professional standards of staff and health and safety matters across the same.
- **Outstanding Practitioner:** As a teacher the post-holder would be expected lead from the front as an outstanding practitioner in his/her own right.
- **Safety, Risk Management and Safeguarding:** Putting the highest standards of safety and safeguarding above all else, following relevant Trust and school policy.
- **Outstanding Teaching, Learning and Assessment/Reporting:** Working alongside the Deputy Principal and the Principal, to ensure the highest standards of teaching, learning and support is provided for all groups – including those on the SEN(D), EAL and Ever6 registers; to this end leading on a highly effective programme of coaching, mentoring, classroom based research and development. Contributing to the self-evaluation of teaching and learning across the school – in all phases, through scrutiny, monitoring, review and evaluation.
- **Outstanding Outcomes:** across all phases in English and literacy, the postholder will work to ensure the progress of all learners, including SEN(D), EAL and Ever6 learners is at and a significant majority is above expected standards and that the eventual achievement of standards at Key Stages 4 and 5 that reflect those that would be achieved by similar students (prior attainment) working in the top 10% of schools with a similar intake (FFT: SE10)
- **Stakeholder Engagement:** Maintain strong, positive and highly effective working relationships with parents/carers, the local and regional community, other leaders in English and pedagogy across Harrow schools, agencies and stakeholders, the secondary phase of Avanti House, other schools and the Governing Body.



Person Specification (A Application, R References, I Interview)

Qualification Criteria

- **Essential:** Qualified to at least Bachelor degree level in English or allied subjects (A)
- **Essential:** Qualified to teach and work in the UK. (A)
- *Desirable:* Training/accreditation in coaching/leading teaching and learning across a school (A)
- *Desirable:* Masters level qualification in English, literacy, pedagogy or education leadership (A)

Experience

- **Essential:** At least four years recent teaching experience in one or more good or outstanding schools – demonstrably delivering high standards, with a track record of seeing things through to completion and particularly in relation to the subject of English at KS4 and/or KS5 (A/R)
- **Desirable:** Some experience of at least middle leadership or management (A/R)
- **Desirable:** Experience as a Coach (and ideally a trained and experience Coach-trainer) (A/R)

Leadership

- **Essential:** Strong, compelling presence; high professional standards – in dress and behaviour with excellent interpersonal, written and oral communication skills. (R/I/A)
- **Essential:** Genuine passion for lifelong learning (R/I)
- **Essential:** A belief in the unique potential of every student – with a passion for pedagogy. (R/I)
- **Essential:** Able to self-start, work independently and collaboratively as part of a team- whether led or leading. (R/I)
- **Essential:** Effective and compelling management style that secures the buy-in of stakeholders and encourages confidence and creativity alongside high levels of personal and team organisation. (R/I)
- **Essential:** Shows initiative and takes personal responsibility for their own actions with the motivation to work very hard, long hours, embrace any activity that is in the interests of securing the highest standards of education for children and working to continually raise standards. Can initiate, complete and finish; be effectively strategic and where appropriate, innovative. (R)
- **Essential:** Resilient. The motivation to play a part in leading the school through day-to-day challenges while maintaining a clear strategic vision and direction. Extremely positive and solutions-driven when faced with sometimes seemingly insurmountable challenges. (R/I)
- **Essential:** Commitment to the safeguarding and welfare of all students. (R/I)
- **Essential:** Up to date knowledge of SEN(D), safeguarding and child protection (R/I)

Skills, Vision and strategy

- **Essential:** Vision aligned with the Avanti Schools Trust's emphasis on educational excellence coupled with *embedded* character development and spiritual insight; having high aspirations and high expectations of self and for others. Able to work within the framework of the Trust's Ethos Handbook. (I)
- **Essential:** Clear vision and understanding of how to implement and sustain a high quality teaching and learning across a school. (I)
- **Essential:** Excellent organisational skills and ability to delegate. (R/I)
- **Essential:** Excellent skills in the use and application of technology (R/I)
- **Essential:** Able to use of data to inform and diagnose weaknesses that need addressing. (R/I)



Job description:
Assistant Principal
Lead Practitioner (English) & Director of Teaching and Learning

Selection Process

Avanti House School is committed to safeguarding and promoting the welfare of children and young people and requires all staff, governors and volunteers to share this commitment. All successful candidates are required to have an Enhanced CRB check.

References will be taken up for all short-listed candidates prior to interview.

We welcome applications from both men and women of all ages from any background and from candidates with disabilities. This position is not suitable for a job share.

The closing date for receipt of applications (hard copy or electronic) is **noon on Friday 20th May 2016**

Application Forms can be downloaded at www.avanti.org.uk/avantihouse/

Completed applications should be signed and posted to the school (secondary site, Common Road, Stanmore – address is on accompanying letter).

Alternatively the application may be emailed to mark.bennison@avanti.org.uk but it will be required to be signed by the shortlisted candidate on the day of interview

Applications submitted by post must reach the school by the closing date above and should be written for the attention of: **Mr M.A.Bennison – Principal**

It is anticipated that shortlisted candidates will be contacted by email, no later than

Friday (evening) 20th May 2016

For shortlisted candidates interviews will take place on

Tuesday 24th May 2016

Any appointment subsequently made will be subject to the receipt of satisfactory references and other pre-employment checks.