



**KEMNAL  
TECHNOLOGY  
COLLEGE**

# APPLICANT PACK



## ASSISTANT HEADTEACHER

*September 2026*

WE ARE SAFE, WE ARE RESILIENT, WE ARE COMPASSIONATE



[www.kemnal-tkat.org](http://www.kemnal-tkat.org)

0208 300 7112



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## WELCOME FROM THE HEADTEACHER

It is with immense pride that I introduce myself as the Headteacher of Kemnal Technology College, a role I began in April 2025.

I believe that every child should receive the highest quality of education regardless of their starting point in life. That is why we care for, challenge and nurture our students providing them with the skills to develop into adults who make a positive and lasting impact on society. We are seeking likeminded professionals to join us and contribute to this journey of excellence.

The positive changes are already taking root in student attendance. We have seen a massive improvement, clearly demonstrating that our students are engaged and motivated to be present. Our behaviour framework, recognised as 'good' by DfE RISE advisors, is based on a firm but fair approach that consistently celebrates achievement and guides students toward excellent choices.

I make no apology for being a school of approximately 500 students, it is an intentional strength. This allows staff to personally get to know every student on roll, fostering an environment of high expectations where each child can achieve their full personal and academic potential and actively contribute to the College and community. Working together, we will make Kemnal Technology College a place where every student feels safe, resilient and compassionate in order to achieve their very best.

We are seeking a dedicated and inspirational Assistant Headteacher to join our team. We welcome applications from experienced leaders as well as those who are ready to take a significant step in their career. To learn more about this role or to arrange an informal chat or tour, please contact my PA, Margo Sweeney, on 020 8300 7112.

**MR ANDY LAZENBY**  
*NPQH*





## WHY WORK FOR KTC?

At the heart of everything we do, we do for our students. This commitment is guided by our core values: **WE ARE Kind, WE ARE Enthusiastic, WE ARE Well Mannered, WE ARE Noble, WE ARE Ambitious, WE ARE Learned.** These principles are not just words, they are the pulse of our community.

Our staff are appointed for their passion, imagination and a genuine sense of enthusiasm in communicating with students. We believe that by being kind and well mannered in our interactions, we create a supportive environment where every single child feels valued. Our teachers strive to ensure that every student is engaged, excited and challenged by their learning experience at all times.

We have focused our teaching on exploring active ways to motivate our students, instilling a lifelong passion for being learned. By fostering a noble character and a drive for ambition, we help our students build the confidence necessary to excel. This dedication to both character and curriculum has directly resulted in our students achieving their best possible performance in their exams.

We are so very proud of how Kemnal is growing. We are building a future defined by excellence and integrity, and we very much hope that you want to be a part of that journey, as well as our success.



## ABOUT TKAT

Kemnal Technology College belongs to TKAT (The Kemnal Academies Trust) one of the UK's leading & largest Multi-Academy Trusts. The Trust is led by a team of educationalists and is a family of 45 primary and secondary academies welcoming and empowering learning environment for students and their staff.

Driven by a desire to ensure every child, no matter their background, gets a high-quality education. This is a place of purpose, vision vision and ambition for both our 22,500 learners and our 3,500 employees.

## FLEXIBLE WORKING

TKAT recognises the value of enabling our employees to develop their career and balance this with their commitments and interests outside of work. In TKAT we promote flexible working practices and opportunities to promote a positive work life balance.

## OUR COMMITMENT - EQUITY, INCLUSION, DIVERSITY AND BELONGING

At TKAT, we are committed to Equity, Inclusion, Diversity, and Belonging. We embrace and celebrate differences, value individual experiences, aspirations, and achievements, and continuously learn how to grow better together. We actively encourage applications from candidates of all backgrounds, as we believe diversity strengthens our community and drives us forward.

## ACCESS TO INTERVIEW

Be Who You Are at TKAT - should you be selected and invited to interview please let us know if you require us to adapt the recruitment process to enable you to participate as your authentic self. We want applicants to be able to engage with us in ways that support who they are and we are committed to making adjustments within the recruitment process and within the workplace.



## JOB OVERVIEW

<b>SALARY:</b>	Leadership Scale - commensurate with experience
<b>JOB TYPE:</b>	Full Time, Permanent
<b>START DATE:</b>	September 2026
<b>APPLY BY:</b>	27 April 2026 <i>Early applications are strongly encouraged; we reserve the right to close this vacancy early should we find a suitable candidate before the deadline.</i>

We are delighted to offer an exciting opportunity to join us at a crucial time of rapid improvement and growth. We are seeking a dedicated and dynamic Assistant Headteacher to join our SLT and work closely with the Headteacher, staff, students and families to drive improvement, innovation and strong outcomes across all year groups. This role requires authentic, inspirational leadership, full alignment with the College's values and ethos, as well as a commitment to delivering its strategic vision.

At Kemnal, our students are at the heart of everything we do, and we are looking for an individual who:

- Believes that students should be central to all decision-making
- Is hard-working and resilient
- Demonstrates creativity and a solution-driven approach
- Possesses strong skills in building and maintaining relationships
- Embraces challenges with enthusiasm

Kemnal is a co-educational secondary school situated on the Bromley/Sidcup borders with close access to the A20. We are renowned locally for our iconic windows.

### WE ARE LOOKING FOR AN INDIVIDUAL WHO IS:

- An exceptional leader with a track record for improving student outcomes at a department or year group level
- An outstanding classroom practitioner with a deep subject knowledge with proven track record of success
- An inspirational teacher with the ability to motivate and develop colleagues.
- Passionate about education and dedicated to inspiring students.
- An excellent communicator with strong interpersonal skills.
- Proactive, organised, and able to manage multiple priorities effectively.
- Committed to continuous professional development.

### WHAT WE OFFER:

- The opportunity to work alongside a dedicated SLT team.
- A supportive and collaborative working environment.
- Professional development opportunities.
- Ongoing CPD and training programs
- Friendly and supportive environment, where everyone is committed to a work life balance
- Access to Trust resources and materials
- Cycle to work scheme
- TKAT Widerwallet discount program with a wealth of discounts
- Free eye tests
- Employee Assistance Programme - free & confidential advice on a variety of subjects ranging from physical and mental health to financial help

**(WE ENCOURAGE EARLY APPLICATIONS, AS THIS ADVERT WILL CLOSE UPON THE APPOINTMENT OF A SUCCESSFUL CANDIDATE)**

For an informal discussion about the role, please contact Margo Sweeney, Head's PA, [admin@kemnal-tkat.org](mailto:admin@kemnal-tkat.org) or 020 8300 7112.



## JOB DESCRIPTION

<b>ACCOUNTABLE TO:</b>	Headteacher	<b>SCALE:</b>	Leadership
<b>RESPONSIBLE FOR:</b>	<p>Helping and supporting the SLT to lead and manage the strategic development, as well as, playing a part in shaping the future of our school.</p> <p>Working alongside the Headteacher to support and guide staff.</p> <p>Supporting the College's vision of delivering a meaningful education to every child while empowering every staff member to grow within the team you support.</p>		
<b>PURPOSE OF ROLE:</b>	<p>To work as part of a whole school team in achieving the schools overall targets</p> <p>To ensure that the teaching room is fit and safe for the purpose of teaching</p> <p>To attend and take part in all whole school CPD sessions</p> <p>To have up to date knowledge of relevant legislation and guidance in relation to working with, and protection of children and young people.</p> <p>The post holder may be required to do other duties appropriate to the level of the role.</p> <p>Be committed to safeguarding and promoting the welfare of children and young people.</p> <p>To undertake safeguarding training, be aware of Child Protection guidance and act with vigilance to ensure all students are safe. To report concerns as they arrive to the DSL team via the school reporting system.</p> <p>To ensure full compliance with the Health and Safety at Work Act, Data Protection Act and other relevant legislation.</p>		
<b>KEY RESPONSIBILITIES: CARRY OUT ALL DUTIES AND RESPONSIBILITIES IN ACCORDANCE WITH COLLEGE POLICIES AND PROCEDURES AND STATUTORY REQUIREMENTS.</b>	<ul style="list-style-type: none"> <li>• To plan and teach exceptional lessons, serving as a role model and source of inspiration for colleagues.</li> <li>• To champion and drive excellence in teaching and learning.</li> <li>• To communicate the school's vision in a compelling manner and assist the Headteacher in the strategic leadership of the school.</li> <li>• To lead by example, focusing on providing transformational educational opportunities and outcomes for all students.</li> <li>• To lead on whole school strategies drawn from the priorities within the SIP and in agreement with the Headteacher</li> <li>• To act as Line Manager for a range of colleagues, both teaching and support staff, as agreed with the Headteacher and maintain a balance of providing guidance, support and challenge.</li> <li>• To keep up to date with developments in education on a local and national level and bring new ideas and thinking into the school where this would benefit or enhance ways of working.</li> <li>• To seek and engage with training and continuing professional development to meet own needs and enhance personal effectiveness.</li> <li>• To provide strategic leadership to fulfil the school's vision of transformational learning opportunities through a broad and balanced curriculum which is ambitious for all students, regardless of starting points.</li> <li>• To engage, where necessary with the Trust and local governing body to ensure that they are informed and engaged with the performance of the school.</li> <li>• To review and update all relevant policies.</li> <li>• To display the highest level of professional conduct and exemplify of all school policies and practices.</li> <li>• To support the Headteacher in the effective running of the school whilst ensuring</li> </ul>		



- To plan, create, implement and develop a careers and advice/guidance plan for the school.
- To support KS3, KS4 and SEN students with careers advice and destinations.
- To ensure not only that the school has complied with statutory guidance but also to be able to discuss/present plan to a range of stakeholders including OFSTED, Governing Body and TKAT Regional Directors.
- To ensure that the Academy behaviour and pastoral systems and processes are developed, followed, monitored and amended as necessary so that all students are safe and able to meet their full learning potential.
- To plan for, set, implement and monitor a strategic direction for Behaviour and Safety so that an Outstanding Ofsted judgement is reached at the earliest possible opportunity.
- To take responsibility for the performance management of all members of staff that you line manage as per the school's Performance Management structure and policy.
- To support the drive towards increased student participation and engagement so that the student body takes overall greater responsibility for their learning and development.
- Any other task that is deemed to be appropriate to this post.

**AREAS OF ACCOUNTABILITY AND DISCRETION:**

To take, and be accountable for, all decisions made within the parameters of the individual job description.

**GENERAL RESPONSIBILITIES**

All College staff are expected to:

- Undertake other such reasonable duties as may be required from time to time.
- Work towards and support the College's vision and the objectives.
- Support and contribute to the College's responsibility for safeguarding students.
- Work within the College's Health and Safety Policy to ensure a safe working environment for staff, students and visitors.
- Work within the College's Diversity Policy to promote equality of opportunity for all students and staff, both current and prospective.
- Maintain high professional standards of attendance, punctuality, appearance conduct and positive courteous relations with students, parents and colleagues.
- Engage actively in the performance review process.
- Adhere to College policies and procedures as set out in the staff handbook or other documentation available to all staff.
- To attend and take part in all whole school CPD sessions.
- To have up to date knowledge of relevant legislation and guidance in relation to working with, and protection of children and young people.

***This job description should be seen as enabling rather than restrictive and will be subject to regular review. Given the evolving needs of the College, flexibility among staff is very important. All staff at the College are expected to comply with any reasonable request from a leader to undertake work of a similar level and/or type that is not specified in this job description.***



## PERSON SPECIFICATION

CRITERIA	QUALITIES
<b>QUALIFICATIONS AND TRAINING</b>	<ul style="list-style-type: none"> <li>• Teaching Degree/PGCE or recognised equivalent</li> <li>• Knowledge and understanding of curriculum and management for personalised learning</li> <li>• Knowledge of statutory policies and frameworks</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven track record as a teacher, with experience in leadership roles.</li> <li>• A commitment to personal and professional development.</li> <li>• Experience in curriculum design, staff training, or managing key school improvement initiatives.</li> </ul>
<b>SKILLS AND KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• The ability to lead by example, motivate staff, contribute to strategic plans, and delegate effectively.</li> <li>• Exceptional oral and written communication skills to interact with students, parents, staff, governors, and external agencies.</li> <li>• Knowledge of effective teaching and learning strategies, curriculum development, and how to use data to improve outcomes.</li> <li>• Skills in interpreting school performance data to inform decisions and identify next steps.</li> <li>• A strong commitment to child safeguarding and understanding of relevant legislation.</li> </ul>
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>• Confidence, resilience, integrity, and the ability to take difficult decisions.</li> <li>• Strong interpersonal skill, empathy and the ability to build positive relationships with all members of the school community,</li> <li>• Enthusiasm, drive and a positive attitude towards promoting the school's image and high standards.</li> <li>• Flexibility, being open to advice and a willingness to adapt to changing circumstances.</li> <li>• A commitment to promoting a positive work/life balance.</li> </ul>





## **SAFEGUARDING**

Kemnal Technology College fully recognises its responsibilities for Child Protection. We are dedicated to safeguarding and promoting the welfare of our pupils, regardless of sex, race, disability, religion or belief, gender reassignment, pregnancy and maternity, or sexual orientation. We have regard to the statutory guidance issued by the Department for Education “Keeping Children Safe in Education 2025” and are aware of our obligations under the Human Rights Act 1998 and Equality Act 2010. All required pre-employment checks will be undertaken, and offers of employment are subject to satisfactory outcomes. These include an enhanced DBS check with Children’s Barred List information, identity checks, online checks, and verification of professional qualifications and references. Further details are available in [Keeping Children Safe in Education \(KCSIE\) 2025](#).

This role involves regulated activity and is therefore subject to:

- An Enhanced DBS Check including the Children’s Barred List
- Verification through the DfE’s Check a Teacher’s Record (for applicable roles)
- 

**IT IS A CRIMINAL OFFENCE TO APPLY FOR THIS ROLE IF YOU ARE BARRED FROM WORKING WITH CHILDREN.**

### **WHAT IS SAFEGUARDING?**

- Safeguarding can be defined as promoting the physical and mental health, safety and welfare of all pupils.
- Safeguarding is the responsibility of all adults, especially those working or volunteering with children.
- The school aims to help protect the children in its care by working consistently and appropriately with all relevant agencies to reduce risk and promote the welfare of children.

### **STAFF:**

- are advised to maintain an attitude of ‘it could happen here’ as far as safeguarding is concerned;
- should always act in the best interest of the child.

### **WHAT IS CHILD PROTECTION?**

Child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific children who are suffering, or at risk of suffering, significant harm.

TKAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Offers of employment will be subject to the full safer recruitment process, including an enhanced disclosure and barring service check.



## CONDITIONS OF EMPLOYMENT

### NO SMOKING POLICY

Kemnal Technology College operates a no smoking policy.

### PRE-EMPLOYMENT VETTING CHECKS

It is a condition of employment at Kemnal Technology College that every applicant who accepts the offer of a job will be subject to criminal background checks through the DBS and will be required to provide documentary evidence to confirm their identity and right to work in the UK. The checks will be carried out at the School's expense. References will be taken up, including those from current and previous employers.

### DRESS CODE

Staff are expected to wear smart business dress and conform to the Kemnal Technology College's Dress Code. These norms are relaxed during school holiday time and INSET days.

### DATA PROTECTION AND CONFIDENTIALITY

The post-holder will ensure Data Compliance regulations are upheld, including being familiar with current data protection legislation and associated School Privacy Notices and undertaking relevant training in data protection.

### ADDITIONAL WORKING

There is a requirement for attending the Open Events in September and evening events i.e. Parents Evening as may arise from time to time.



## ABOUT KEMNAL TECHNOLOGY COLLEGE

**Everyone at Kemnal has an impact on our success and we believe it is not just about delivering great teaching. Extra-curricular activities such as sporting fixtures, outdoor adventures, Drama and music productions and living the College's ethos which is that we are safe, we are resilient and we are compassionate.**

Our staff, governors, parents and volunteers all play a vital part with the common objective being a relentless determination to ensure that we deliver and do the very best we can for all of our students.

We know that success is not just from the hard work and commitment of an individual but it is truly reliant on a team ethos. This has given the opportunity to all of our students to work together on creative tasks, literary challenges, sporting and other competitive events, as well as the all-important pastoral support it will provide. It will promote our British values, celebrate diversity and encourage our students to challenge themselves by taking risks in a safe and caring community.

This year, teaching is focused on exploring more active and engaging ways to motivate our students to instil a passion for learning so that they build their confidence and achieve their best performance in exams. Our students need to be determined and ambitious and we expect our parents to challenge them at home as much as we do at College so we are embracing new technologies, expanding our online tools through 'Show My Homework' and also our new venture with 'Google Education'.

We are so very proud how Kemnal is growing and we very much hope that you want to be part of that journey as well as our success. We continue to focus on what will make us an even better school, with even greater achievements and that is what we offer, the chance and opportunity to ensure that all students have an educational journey filled with success and achievement... be a part of that school.

**Kemnal is a great place to work and our students are simply brilliant!**

