



ALEC REED ACADEMY

PROUD TO LEARN



APPLICATION PACK FOR THE ROLE OF
PRINCIPAL

APPLICATION PACK PRINCIPAL

CLOSING DATE
SUNDAY 4TH JANUARY 2026

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ALEC REED
ACADEMY



WELCOME TO THE ALEC REED ACADEMY



WELCOME MESSAGE FROM OUR CURRENT PRINCIPAL & CEO, PHIL COSBY, AND THE CHAIR OF TRUSTEES

Our Learning

We're delighted you're considering joining our vibrant, diverse, and forward-thinking community in the heart of Northolt, where you'll be part of an all-through school, educating pupils from Nursery to Sixth Form. Our Primary Phase is a cornerstone of our success – nurturing curiosity and laying strong foundations for lifelong learning. This unique structure fosters collaboration and professional growth across all key stages.

Our mission is simple: unlock potential and inspire excellence—in students, staff, and the wider community. We provide an environment where everyone feels valued, supported, and empowered to succeed.

We invest in our people with extensive professional development, clear career pathways, and a workplace that champions innovation, wellbeing, and achievement.

This application pack introduces our values, vision, working environment, and the benefits of joining our team. We hope it gives you a clear sense of who we are and what we stand for.

We look forward to the possibility of welcoming you to our Academy community.

Warm regards,

Phil Cosby
Principal & CEO

Louise Prince
Chair of Trustees



KEY VALUES

“PROUD TO LEARN”

Our motto is at the heart of what we aim to achieve within the academy. To us, a sense of social and moral responsibility is as important as academic success. We model and promote behaviour which treats and respects all people as unique, valuable individuals.

A strong feature of the academy is our focus on three core, guiding principles: Respect, Honesty and Kindness. These positive values and attitudes are a necessary prerequisite for success and we encourage our students to demonstrate these in school, at home and in the wider community. They are central to our daily expectations of students.

As an all-through academy for ages 3–19, we offer a seamless learning journey that nurtures confidence, resilience, and ambition. In our Primary classrooms, respect and kindness underpin every interaction, fostering a safe and joyful environment where young learners thrive.

Our aim is simple: to inspire a love of learning, encourage high aspirations, and prepare young people to become responsible, compassionate citizens who contribute positively to society. By working together—students, staff, and families—we create a community where excellence is not just expected, but achieved.



RESPECT

HONESTY

KINDNESS

At ARA, we believe that a first-class education is the right of every child and we take immense pride in being a truly inclusive academy where every student feels welcomed, valued, and supported. Our purpose is to create an environment where every child can thrive, exceed expectations, and develop the confidence, skills, and cultural capital needed to lead a fulfilling life. We reject the notion that intelligence is fixed or that prior attainment creates a glass ceiling; with the right support, every child can achieve more than they imagined.

Everything we do is driven by our commitment to make the academy a better place for the children we serve, and this vision is lived and breathed daily by every member of staff and our trustees. By providing an education that empowers choice and agency, we ensure that our students leave us not only with academic success but with the resilience and ambition to shape their own futures.

Exceptional Facilities – A Building Designed for Excellence



Architectural Brilliance:

Our award-winning building, designed by Foster + Partners, combines cutting-edge design with functionality. Bright, open spaces and collaborative zones create an inspiring environment for teaching and learning.

Performing Arts & Media Hub:

A professional 300-seat theatre for productions and assemblies, an industry-standard recording studio, and a digital media suite for creative innovation.

Creative Studios:

Three dedicated art studios and four DT studios, a gallery exhibition space to showcase student and staff creativity.

Specialist Learning Areas:

Fully equipped science laboratories, enterprise zones for project-based learning, and modern classrooms with integrated technology.

Sports & Wellbeing:

A Community Sports Centre, four-court sports hall with climbing wall, outdoor tennis courts, and expansive Academy Fields for outdoor learning. Staff enjoy free access to a fully equipped fitness suite and multi-gym before and after school.

Technology Everywhere:

High-speed wireless connectivity and advanced ICT systems support flexible working and innovative teaching methods.

Primary & Early Years Spaces:

Our Primary Phase benefits from purpose-built halls, vibrant outdoor learning areas and dedicated creative spaces designed to inspire younger learners.



PROFESSIONAL OPPORTUNITIES



Join a Team that invests in it's staff – every step of the way

At our Academy, every new staff member receives a comprehensive induction and tailored training to ensure a smooth start. We are committed to continuous professional development, offering structured opportunities for growth and career progression. From high-quality training programmes to mentoring and development initiatives, we create a culture that empowers staff to achieve their full potential. Primary leaders enjoy tailored CPD, including early literacy strategies, phonics mastery, and curriculum innovation for KS1 and KS2.

Investing in Your Expertise

We prioritise professional growth through six dedicated Professional Development Days each academic year, featuring dynamic programmes that address key priorities and build expertise across all roles. These days are complemented by a calendar of twilight sessions, offering flexible opportunities for staff to deepen their knowledge and collaborate beyond the school day. Both formats encourage teamwork, allowing subject and phase-specific groups to focus on areas that matter most to them and the Academy. This structured approach ensures every member of staff has access to meaningful, targeted development that drives excellence and innovation.



Professional Development

The most effective professional development takes place on a daily basis through the high level of support staff receive from their line managers and other Academy staff. Each subject area and Phase is led by a Year Lead, Curriculum or Subject Leader who reports directly to a member of the Academy Leadership Team. In this way, new staff are able to work with members of management at all levels through challenge partners and purposeful team meetings.



Early Careers Programme

Our Academy offers a first-class Early Careers Teaching (ECT) programme to give new teachers the best possible start. Weekly training sessions provide opportunities to share experiences, collaborate with peers, and learn from experienced colleagues. Led by specialists across the Academy, these sessions focus on practical strategies and subject expertise, supported by personalised mentoring and regular feedback. This programme builds strong foundations for teaching excellence while fostering a supportive, collaborative community from day one.

YOUR WELLBEING, OUR PRIORITY



STAFF BENEFITS

- Inner London pay scales
- Generous pension contributions (Teacher's Pension Scheme or Local Government Pension Scheme)
- Extensive free onsite parking
- Free use of our State of the art Fitness Suite
- Ongoing CPD programme
- Cycle to Work Scheme
- Free eye tests
- Reimbursement for yearly professional subscriptions and fees
- Subsidised meals
- Family-friendly policies (Including generous paid dependents' entitlement and religious observance leave)
- Employee assistance programme



**Discretionary
Leave**



Fitness Suite



Rewards



**Family-Friendly
Policies**

FACTSHEET

Founded in 2003 by the late Sir Alec Reed, Alec Reed Academy (ARA) is a thriving all-through Academy for pupils aged 3–19, serving the Northolt community in the London Borough of Ealing. The Academy opened in 2005 with modern, spacious facilities designed by Foster + Partners and has since expanded significantly. Today, ARA offers education from Nursery through Post-16, alongside an Adult Learning Centre and Community Sports Centre. We also share our site with John Chilton School, which provides specialist education for children with physical and medical needs.

Current Profile

- School Roll: Over 1,600 pupils across Nursery, Primary, Secondary, and Post-16 phases.

Our Provisions:

- Nursery (104 places, 30-hour provision)
- Primary (3FE)
- Secondary (6FE)
- Post-16 provision
- Community Links: Adult Learning Centre, Community Sports Centre, and partnerships with local businesses and organisations.

Recent Developments

- Academy Fields & Outdoor Learning Hub – A £1m investment is transforming unused land into green spaces, including a pond, orchard, food-growing areas, and an outdoor learning hub. An RHS Chelsea Flower Show garden has been added to enhance this initiative.
- Our three-form-entry Primary Phase offers a rich, inclusive curriculum, strong pastoral care, and innovative outdoor learning through our Academy Fields project.
- Employability Hub – Strong careers education embedded across all phases, supported by partnerships with Connexions, Reed in Partnership, and EY (Ernst & Young). Sixth Form students have secured prestigious national placements in business and technology.
- Sports & Community Facilities – State-of-the-art amenities include a 3G floodlit AstroTurf pitch, climbing wall, gymnasium, dance studio, MUGA, and a 187-seat theatre, serving both students and the wider community.

Academic Performance

- Ofsted: 'Good' in the last two inspections (2018 and 2023).
- Strong progress measures across all key stages, with Post-16 students achieving high value-added scores and excellent outcomes in A Levels and vocational qualifications.
- Continued focus on raising standards and expanding Post-16 provision.

Student Profile

- High levels of diversity:
 - 60% of students speak English as an additional language.
 - Above-average proportion of students with SEND support and Education Health Care Plans.
- Pupil Premium: Currently 48% of students
- Inclusive ethos with strong pastoral systems and robust behaviour management.

Location

- Alec Reed Academy is located in Northolt, West London, close to the A40 and M25.
- Transport Links: 20-minute walk or short bus ride from Northolt Tube (Central Line); Greenford Tube connects to National Rail.
- Community: Northolt offers urban convenience with quick access to central London and proximity to green spaces and towns such as Marlow and Beaconsfield.

Ethos & Values

Our mission is to prepare children for adult life by:

- Delivering high-quality education and fostering lifelong learning.
- Promoting confidence, ambition, and personal worth.
- Building strong partnerships with families and the local community.
- Upholding values of hard work, honesty, respect, and care for others.



Dear Candidate,

Thank you for your interest in the role of Principal at Alec Reed Academy. This is an exciting and pivotal moment for our Academy, and we are delighted that you are considering joining us on this journey.

Alec Reed Academy is a vibrant and dynamic all-through school serving a diverse community in West London. While our context includes areas of high deprivation, this is not reflected in the aspirations or potential of our children and young people. Our Academy is firmly on a trajectory of improvement and we're looking forward to celebrating this in our next inspection. We are proud of our students, our talented and dedicated staff, and the excellent facilities that support teaching and learning.

The Trustees are ambitious for the future and take a strategic approach to governance, enabling the Principal and CEO to lead operationally with autonomy and creativity. Our leadership capacity has recently been strengthened both in the Primary and Secondary Phases, and we have robust systems in place for behaviour and pastoral care. Engaging parents and the wider community remains a priority, and we are pleased with the progress being made in this vital area.

The Academy's position within the local community has grown as it becomes more confident in the quality of the provision provided. Alongside academic progress, we are investing in exciting initiatives:

- **Academy Fields & Outdoor Learning Hub** – A £1m donation from the late Sir Alec Reed is creating a pond, orchard, food-growing spaces, and an outdoor learning hub, complemented by an RHS Chelsea Flower Show garden.
- **Sports & Community Facilities** – Our state-of-the-art amenities include a 3G AstroTurf pitch, climbing wall, gym, dance studio, MUGA, and a 187-seat theatre, serving students and the wider community.
- **Careers & Employability Hub** – Careers education runs through all phases, supported by Connexions and Reed in Partnership. We hold national careers accreditations and recently partnered with Ernest & Young to offer Sixth Form students prestigious business and technology placements.

All business services at Alec Reed Academy are managed in-house, ensuring quick response times, consistent quality, and a personalised approach for staff and students. Our dedicated teams - from Finance and HR to Hospitality and Buildings, work collaboratively to create a seamless experience, allowing staff to focus on teaching and leadership without operational distractions. This integrated model fosters a strong sense of community and accountability, reflecting our values of respect, honesty, and kindness in every aspect of Academy life. Immediate access to on-site support from IT troubleshooting to HR advice, reduces stress and maximises productivity, making our workplace efficient, supportive, and truly exceptional.

We are proud of the improvements achieved so far and the excellent work of our leadership teams. Our staff are our greatest asset, and we invest in their professional development at every level. The Academy benefits from strong governance, sound financial health, and a history of successful audit.

Our last two Ofsted inspections judged us to be Good, and we have a clear capital programme to enhance our facilities further.

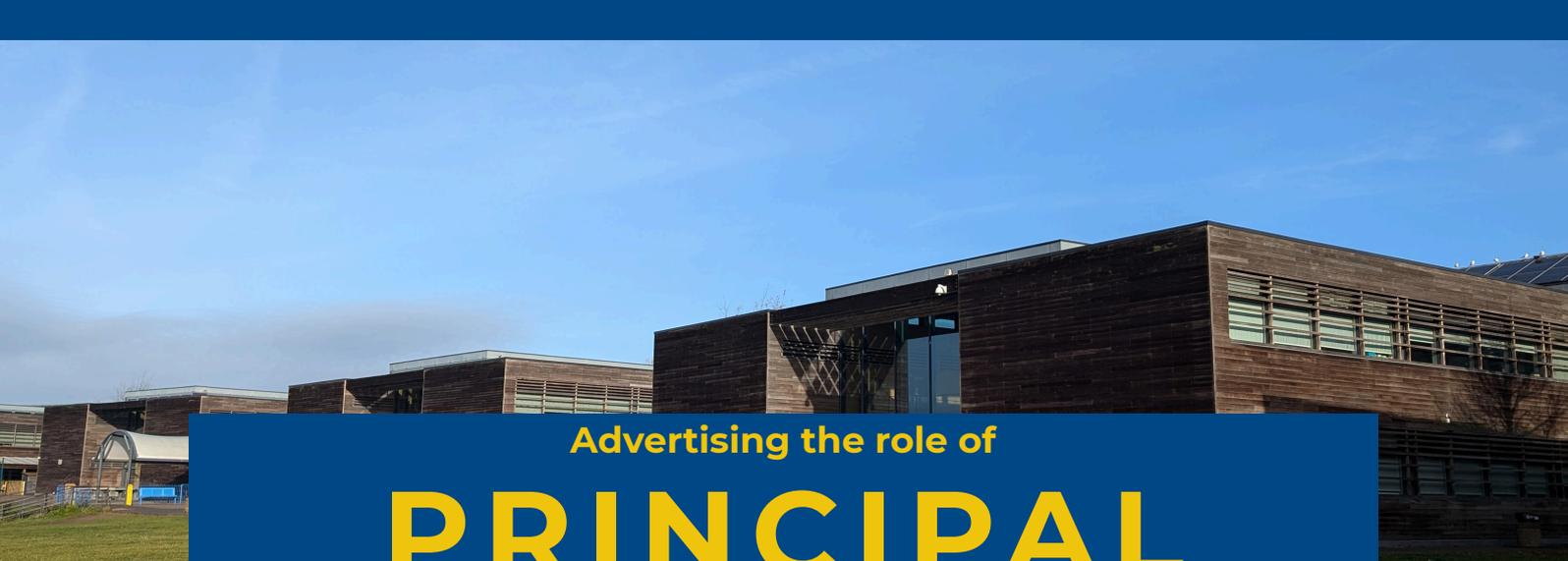
This is a unique opportunity for an ambitious, innovative, and collaborative leader to take Alec Reed Academy to the next stage of excellence. You will have the full support of the Trustees and a continuing relationship with our current Principal & CEO, who will transition to a part-time CEO role, ensuring continuity and strategic alignment.

If you would like to discuss any aspect of this role in confidence, please contact our HR department at hr@alecreedacademy.co.uk.

We look forward to hearing from you.

Louise Prince
Chair of Trustees

Phil Cosby
Principal & CEO



Advertising the role of
PRINCIPAL
Salary: L25-L30 (Inner London Scale)
Closing date for completed applications: 4th January 2026
Interviews will be held: 12th and 13th January 2026

The Board of Trustees is seeking an exceptional educational leader to join Alec Reed Academy in a newly structured leadership model. This is a rare opportunity to lead a thriving, ambitious all-through Academy with over 1,600 pupils from Nursery to Post-16. Many of our students come from disadvantaged backgrounds, and our mission is to equip them with the skills and confidence to succeed in an ever-changing, highly technological world.

About the role

As Principal, you will lead the educational and operational delivery of our all-through Academy, working closely with the CEO to implement strategic priorities. You'll drive excellence in teaching and learning across both Primary and Secondary phases—shaping strong foundations in early years and KS1/KS2, while ensuring continuity through to Post-16. Your leadership will foster an inclusive, ambitious culture that inspires staff and students at every stage of their journey.

What we're looking for

- Proven track record of successful senior leadership in a school setting
- Strong evidence of raising standards and improving outcomes for a diverse student population
- Ability to develop leadership capacity and accountability across teams
- Appropriate educational and professional qualifications
- Deep understanding of safeguarding and child protection
- High levels of energy, resilience, and enthusiasm.

What we offer:

- Inner London pay despite outer London location and Teachers Pension Scheme
- An Ofsted 'Good' school and an exciting place to work
- A welcoming, supportive environment in West London/Ealing with committed colleagues and engaged Trustees
- Free on-site parking, subsidised meals, and family-friendly policies (including paid dependents entitlement)
- Newly refurbished state-of-the-art fitness suite, plus staff benefits such as Blue Light Card and Costco membership.

Our commitment:

Alec Reed Academy is committed to equality, diversity, and inclusion, ensuring every member of staff feels respected and able to give their best. We are also committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be required to undertake an enhanced DBS check and social media screening prior to appointment.

ARA is committed to the protection and safety of our learners. The successful applicant will be required to undertake an enhanced criminal record check via the Disclosure and Barring Service and Social media check prior to commencing the role.

You're welcome to visit us for a personal tour, or explore the "Work For Us" section on our website for more details and an application form.
Prefer to chat? Our HR team would be happy to speak with you—just call.

JOB DESCRIPTION

PRINCIPAL (Headteacher)

Reports to: The Board of Trustees through the Chief Executive Officer
Line Manager: Chief Executive Officer

Leadership Model

The Academy operates under a dual leadership structure:

- Chief Executive Officer (CEO) – Provides strategic leadership, governance, and external representation.
- Principal (Headteacher) – Leads operational and educational delivery across all phases (Primary and Secondary).

The Principal works in close partnership with the CEO to implement strategic priorities while maintaining clear boundaries between operational leadership and governance.

Role Purpose

The Principal will provide inspirational educational leadership and operational management across all phases of the Academy (Primary and Secondary). Working in partnership with the CEO, the Principal will ensure the highest standards of teaching, learning, and pupil achievement, while fostering a culture of inclusion, ambition, and continuous improvement.

The Principal will:

- Secure high-quality education and outstanding attainment for all students.
- Promote an ethos that enables every member of the school community to develop their potential—morally, socially, physically, and intellectually.
- Ensure the Academy is well managed and makes the best use of resources to achieve agreed goals and targets.
- Build positive relationships to make the Academy the school of choice for students, parents, and carers.

Key Responsibilities

Educational Leadership

- Lead the development and delivery of an outstanding curriculum across all phases.
- Champion excellence in early years and primary education, ensuring high-quality teaching and robust assessment from Nursery through to Year 6
- Drive improvements in teaching quality, assessment, and pupil outcomes.
- Ensure robust safeguarding practices and a safe learning environment for all students.
- Ensure to safeguard and promote the welfare of children and young people, and follow the Academy's policies and the staff code of conduct.
- Raise expectations and aspirations of students, parents/carers, and staff.
- Promote an inclusive ethos that values diversity and fosters community cohesion.
- Ensure full compliance with Ofsted requirements and statutory safeguarding standards, maintaining readiness for inspection at all times.

Operational Management

- Oversee day-to-day running of the Academy, including staffing, timetabling, and resource allocation.
- Implement policies and procedures that support effective teaching and learning.
- Monitor and evaluate performance data to inform school improvement strategies.
- Ensure compliance with statutory policies and safeguarding requirements.
- Provide regular, accurate, and insightful reports to the CEO and Board of Trustees.
- Market the Academy effectively and maximise use of facilities, including community engagement.
- Lead operational risk management and emergency planning, ensuring robust procedures for safeguarding, health, and safety.

Staff Development

- Recruit, develop, and retain high-quality staff across all phases.
- Promote a culture of professional learning and collaboration.
- Conduct performance management and succession planning.
- Develop and implement succession planning for key leadership roles to ensure continuity and sustainability.

Community & Stakeholder Engagement

- Actively manage the Academy's local reputation through effective communication with parents and the community, including appropriate use of media channels.
- Build strong relationships with parents, carers, and the wider community.
- Act as the public face of the Academy for operational and educational matters.
- Work with external agencies to support pupil welfare and achievement.
- Develop partnerships with feeder schools and community organisations.

Collaboration with CEO

- Implement strategic priorities set by the CEO and Board.
- Maintain clear boundaries between operational leadership (Principal) and strategic governance (CEO).
- Provide regular reports on educational performance and operational matters.
- Any other ad hoc work deemed suitable by the CEO.

Decision Boundaries

- Operate within delegated authority for budget management and staffing decisions, as agreed with the CEO and Board of Trustees

KPIs and Success Measures

- Ofsted rating: Maintain or achieve 'Good' or 'Outstanding'.
- Student progress: Meet or exceed national benchmarks for attainment and progress.
- Staff retention: Achieve high retention rates and positive staff satisfaction scores.
- Financial efficiency: Operate within agreed budgets and demonstrate value for money.
- Community engagement: Positive feedback from parents and stakeholders.

PRINCIPAL Person Specification

Qualifications

- Proven track record of successful senior leadership
- Appropriate educational and professional qualifications.

Experience

Essential:

- Track record of achievement in raising standards and outcomes of a diverse student group
- Experience of developing high quality leadership capacity and accountability
- Evidence of successful promotion and implementation of innovation in teaching and learning
- Experience of using evidence-based information about effective learning and assessment
- Evidence of the ability to develop excellent relationships with children, young people and adults
- Experience of working successfully with a diverse local community with significant needs as well as external agencies/stakeholders
- Successful experience of using target setting, data analysis and curriculum innovation to improve performance
- Proven ability to lead organisational change and drive school improvement
- Experience in strategic financial planning and resource management
- Experience of leading effective and efficient financial and people resources, to achieve accountability and a strong performance culture
- Experience of building successful working relationships with a Board of Trustees and of sustaining and developing effective partnerships with other organisations.

Desirable:

- Experience in leading an all-through or multi-phase school
- Familiarity with Ofsted frameworks and school improvement planning
- Experience in succession planning and talent development.

Knowledge and Understanding

- Ability to lead the safety and wellbeing of children and young people; awareness of safeguarding and child protection policies
- Strong understanding of curriculum design, pedagogy, and assessment
- An up-to-date knowledge of school development planning and evaluation
- A detailed understanding of current educational issues, including national policies, priorities and legislation
- An in-depth knowledge of a range of effective strategies for maintaining and developing high standards of attainment, behaviour and attendance
- A detailed knowledge of quality assurance systems
- A commitment to developing choice and flexibility to meet the learning needs of every student.

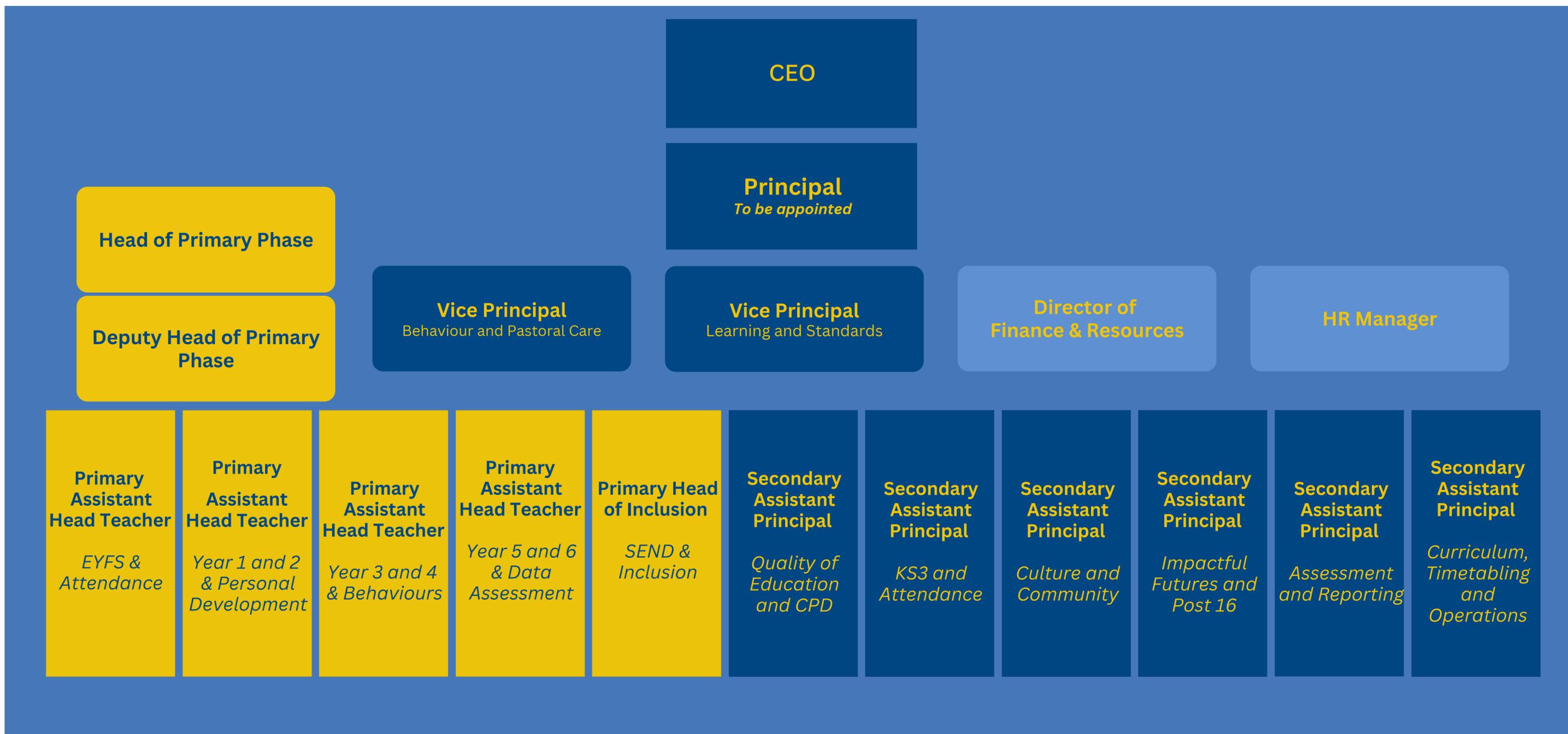
Personal Qualities

- Excellent communication and interpersonal skills.
- Commitment to safeguarding and promoting the welfare of children.
- Strong team leadership philosophy, sets priorities, agrees and achieves ambitious goals and targets
- Committed to comprehensive education
- Thinks creatively to anticipate and solve problems
- Acknowledges excellence and challenges poor performance
- Inspires, motivates and empowers staff and students
- Enjoys working with and has empathy for children and young people from diverse backgrounds
- Works collaboratively with others, delegating appropriately
- Seeks and acts on feedback from others, including colleagues and trustees
- Able to be adaptable and creative in changing circumstances
- Shows resilience and decisiveness under pressure
- Possesses high level of perseverance, energy and enthusiasm.

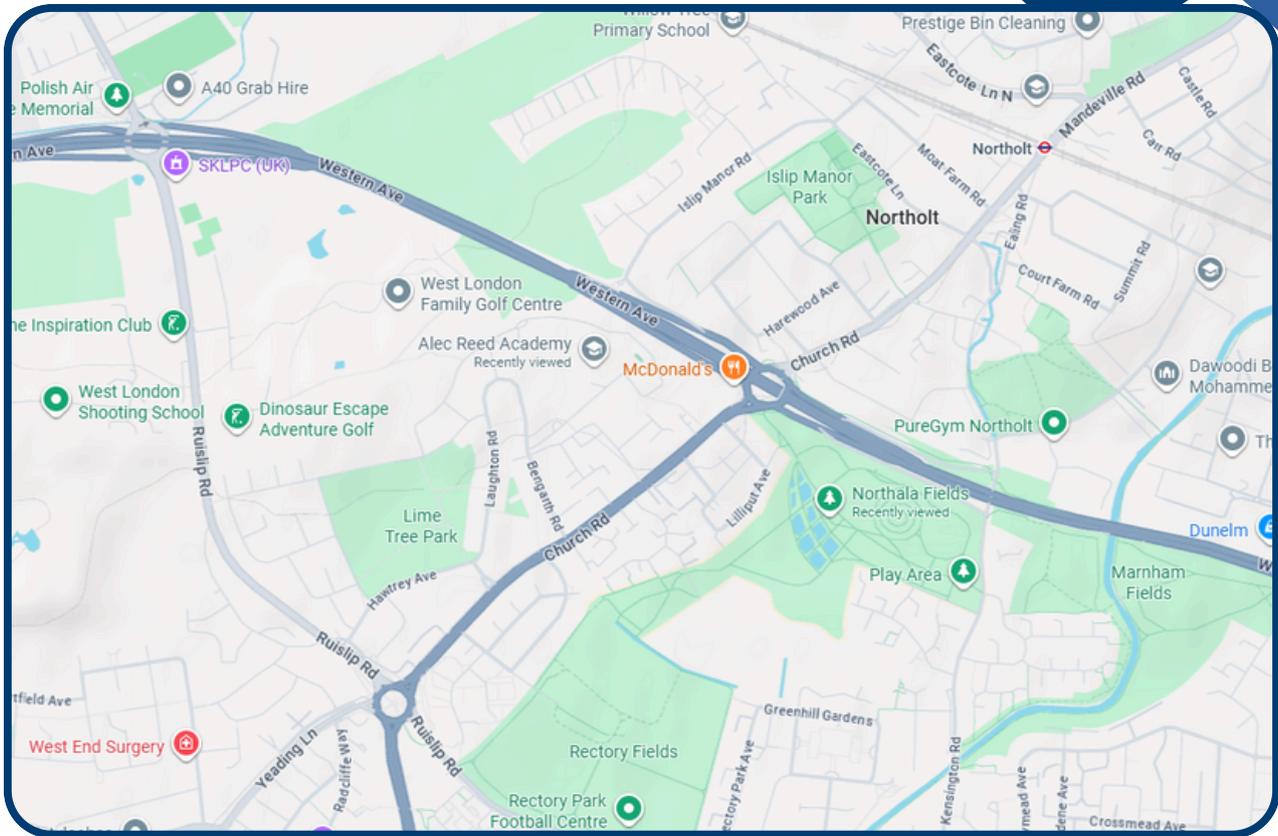




Leadership Structure



Contact Us



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... Or visit our website

www.alecreedacademy.co.uk

