

Wren Academy Enfield



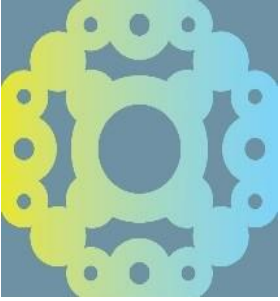
Wren Academies Trust

Wren Academy Enfield

Assistant Principal – Student Progress

Start Date: September 2025

CLOSING DATE: 9.00am, Friday 28 February 2025



Contents

- [Introduction](#)
- [Vision and Ethos](#)
- [Job Description](#)
- [Person Specification](#)
- [Staff Benefits](#)
- [Academy Information](#)
- [Selection Process](#)

Introduction to the Wren Academies Trust

Welcome to the Wren Academies Trust. The Trust began with the opening of Wren Academy Finchley in September 2008 which grew to become an all through school of over 1400 students aged between four and 18. It has become one of the most successful schools in the country, as it has gained an excellent reputation for the learning focused education offered to students combined with outstanding academic results. We are delighted to have then been given the opportunity to open our new secondary school, Wren Academy Enfield, which welcomed 184 pioneer students into our inaugural Year 7 in September 2020 and will continue to grow each year until it has over 1200 secondary students.

The Trust is proud of its success; Wren Finchley has received three outstanding Ofsted judgements, two outstanding SIAMs reports and achieved excellent GCSE and A Level results. Wren Enfield is already one of the most oversubscribed schools in Enfield with every sign indicating that it will be equally successful.

Whilst our high-quality lessons and enrichments make Wren schools rewarding places to learn or work in, perhaps the most unusual thing about our Trust is the quality of the relationships you will find within it. Students and pupils like and respect each other and value their opportunities to learn. They get on exceptionally well with staff, as adults and students work together in a productive and trusting atmosphere. Children thrive by being given a high degree of responsibility and this leads to the exceptional behaviour Wren is so well known for.

Student leadership is at the heart of our philosophy with curriculum advisers, lesson observers and interviewers working along with a more traditional student and pupil councils. We believe that Wren students are given unequalled opportunities to learn, to encounter positive life experiences and to excel. Underpinning all of our work with students and staff is our vision which is based on widely recognised moral and social values and informs all aspects of our work. We have built communities which provide an education that enables all pupils and students to thrive. Our aim is that they become lifelong learners reaching their academic and social potential through a commitment to justice, kindness, and humility.

Gavin Smith,
Executive Principal

Welcome from the Principal

Thank you for your interest in applying for this important role which will have a significant impact on the successful development of Wren Academy Enfield.

We are looking to recruit an experienced, dynamic, and highly effective leader to take a lead in providing the highest standards of pastoral care so that all students can make excellent progress. Please apply for this post if you have the vision, leadership skills and determination required to achieve these aims.

Wren Academy Enfield is a Free School which opened in September 2020 with a first cohort of Year 7 students. Since then, we have continued to build the school and we are now up to full capacity consisting of 5-year groups from 7 –11.

We are currently in the process of preparing our first cohort of Year 11 students to sit their GCSEs, with every indicator suggesting that the school will replicate the achievements and success of our founding school, Wren Academy Finchley. A warm and inclusive community has been created which has enabled students and staff to thrive.

The details given in the recruitment pack and more general information on our website provides a clear indication of how our school will continue to grow as we plan for the opening of our Sixth Form in September.

If you decide to apply, please follow this guidance carefully. Your completed application form, together with a supporting statement of not more than two sides of A4 using 12 point Arial font, must be submitted by 9.00am on Friday 28 February 2025 by email to recruitment@wrenacademiestrust.org. Hard copies will also be accepted and should be sent to the address above. Applications will be considered as they are received. I

Finally, thank you for taking on the demanding and time-consuming task of preparing your application. I look forward to meeting you if you are selected for interview.

Ertunc Hussein
Principal



Vision and Ethos

Do justice, love kindness, walk humbly with your God - Micah 6v8

We aim to create an inspirational community of learning rooted in Christian values, providing outstanding educational opportunities and experiences for all students regardless of age, ethnicity, ability and background. We combine our ambitions for students' outstanding academic attainment with an emphasis upon their personal growth as individuals, citizens and active learners. The values and vision which grow from our Christian ethos have helped Wren create a positive and inclusive atmosphere, in which all students and their families are welcomed. We find that having many different faiths in a school and taking faith issues seriously, generates understanding, tolerance and mutual respect in young people.

We are inspired by the Biblical account of the encounter between Jesus and Zacchaeus to build a community and provide an education which enables all students to thrive and reach their full potential. This is done so that our community then has a positive impact on the world motivated by our foundational Bible passage: Do justice, love kindness, walk humbly with our God – Micah 6v8.



We support and challenge each member of our community to experience life in all its fullness.

Assistant Principal – Student Progress

Leadership Scale L13 - L17

Required for September 2025

Job Purpose

Reporting

The Assistant Principal responsible for Student Progress will report to the Executive Principal.

Role

The post holder will:

- i. Take a strategic lead on the academic, pastoral and social development of students in Years 7-10.
- ii. Oversee the Academy's house system with six houses and vertical tutoring groups for students in Years 7-10.
- iii. Be responsible for whole school activities which promote the social and academic development of students.



Key responsibilities

Job Purpose

The post holder will:

- i. Ensure that the social and academic potential of Year 7-10 students is fully developed.
- ii. Organise and develop pastoral systems which include rewards and sanctions, the house structure, restorative justice processes, tutorials and assemblies.
- iii. To provide leadership on student progress for students in Years 7-10.
- iv. To share responsibility for the Academy's strategic direction and operational effectiveness.

Duties and Responsibilities

Leadership

1. Ensure that the vision and Christian ethos of Wren Academy is clearly articulated, understood, promoted and acted upon effectively.
2. Play a major role in formulating the aims and objectives of the academy; in helping to create effective policies which are implemented rigorously and then then evaluated thoroughly.
3. Ensure staff have plentiful opportunities for the positive social development of all students, based upon a detailed understanding of their backgrounds and circumstances.
4. Actively implement Academy systems which promote exemplary student behaviour and the highest standards of welfare.
5. Be a highly visible presence around the academy so that expectations and standards are effectively role modelled to staff and students.
6. Be always available throughout the extended school day, both in and outside of the academy premises.

7. Uphold and actively support the Academy's policies and procedures on the safeguarding of young people.
8. Contribute openly to Academy Leadership Team (ALT) discussions and decision making.
9. Help establish and maintain productive relationships with, and the effective involvement of, parents and carers in their children's education.
10. Ensure effective equality for all students regardless of their background.
11. Be fully involved in the selection and recruitment of new staff.
12. Contribute to evening Local Governing Body (LGB) meetings when required.

Key Areas of Responsibility

1. Line manage the Heads of House team.
2. Ensure the effective implementation of the Academy's Behaviour policy to ensure exemplary standards of behaviour are constantly maintained in and out of the academy.
3. Lead on student punctuality and attendance, insisting on the highest standards and liaising with the Attendance Officer as necessary. This includes implementing strategies to reward high attendance and address attendance which is lower than expected.
4. Ensure uniform is always of the highest standard.
5. Ensure all students in Years 7-10 make the academic progress of which they are capable.



6. Provide plentiful opportunity for the positive social development of all students based on a detailed understanding of their background and circumstances.
7. Make a significant contribution to the Academy's Collective Worship and tutorial programme to ensure that expectations regarding behaviour, attendance and uniform are aligned with the Academy's Christian ethos.
8. Develop and oversee the Academy's systems for recording attendance, punctuality, behaviour and welfare.
9. Attend borough Fair Access Panel (FAP) meetings
10. Monitor and evaluate student progress in Years 7-10, including reporting systems.
11. Establish and maintain productive relationships with, and effective involvement of, parents and carers.
12. Oversee student transition from primary school.
13. Oversee charity and house activities in Years 7-10.
14. Lead and develop student leadership programmes including the House Council and Prefects.
15. Oversee the recognition and praise of student progress, including reward systems and Prize Giving.
16. Line manage a set number of subject areas as determined by the Principal.

Please note that this job description is illustrative of the general nature and level of responsibility for this role. It is not a comprehensive list of all tasks that the Assistant Principal will carry out. The post holder may be required to fulfil other duties appropriate to the role as directed by the Executive Principal.



Person Specification

Professional Skills and Experience

1. Possess a good degree and QTS, with a record of professional development relating to whole school leadership.
2. Be an excellent teacher with the ability to inspire all students in their learning.
3. Have a minimum of three years' experience as a middle leader with a track record of implementing and managing change
4. Possess proven ability to lead and role model on delivery of school ethos and policies.
5. Have relevant experience of working in comprehensive and multi-cultural environments.
6. Have experience of writing development plans and SEFs which lead to the raising of standards and outcomes.
7. Demonstrate success in raising attainment and standards of teaching and learning.
8. Have the qualities required to have a strong and visible presence around the academy which has a positive impact on both staff and students.
9. Possess strong leadership and management skills which ensure that all members of the school community reach their full potential
10. Demonstrates sound technical understanding of school leadership issues.
11. Have demonstrable experience of leading others in successful curriculum innovation.
12. Has a track record of improving the teaching and learning of classroom practitioners.

People, Relationships and Communications

1. Be committed to maintaining and enhancing a distinctive and inclusive Christian vision and ethos in the Academy.
2. Be able to relate to all students and staff in a positive and humble way and inspire them to achieve more than they think possible.
3. Have qualities which earn the trust and respect of students, staff, parents and governors.
4. Possess the inspiration to motivate and lead staff as a whole and the ability to build on the strengths and expertise of individual colleagues.
5. Possess integrity, optimism, credibility, resilience, calmness and a sense of proportion.
6. Possess outstanding written and verbal communication skills.
7. Relates positively to all parents so that they are actively engaged in the life of the Academy and the progress of their child.
8. Be able to build constructive working relationships with local schools and colleges, employers, the local authority and national organisations.
9. Be able to embody the Academy's values in everyday work and practice, particularly those of justice, kindness and humility.



Staff Well Being

All teachers joining Wren receive a high-quality professional development experience. We hope that simply by working at the new academy, teachers will become better practitioners and that much of the best professional development will be found in working with Wren colleagues. However, we explicitly prioritise CPD with an innovative programme which provides 3 discrete hours for the development of teachers. Within this structure there is a focus on engaging with the latest educational research, with many colleagues undertaking research projects related to their practice. Therefore, we are looking to recruit teachers who are keen to become the very best teachers whilst focusing on ensuring excellent progress and the creation of firm foundations which will lead to GCSE and A Level success.

Our new buildings which we occupied in December 2022 are architecturally impressive and provide an exceptional teaching environment with breath-taking views across the greenbelt and into London. As well as a range of good-sized well-equipped classrooms the site benefits from the following features:

- A welcoming and pleasant restaurant area for both staff and students which is set at the heart of the school
- Dance studio, extensive gym, and assembly hall
- Impressive Sixth Form social and study areas
- Excellent performance spaces both in and outdoors
- Pleasant outdoor social and learning areas for both staff and students



The development of a second academy has led to collaboration and innovation opportunities which benefit all staff and have improved the provision of both schools. Many professional development opportunities have been created which ensure that all colleagues are well equipped and encouraged to be effective in their role. The Head of Economics and Business at Wren Finchley is keen to work collaboratively with the successful candidate to create excellent music provision across the Trust.

At Wren you will be given time to plan and evaluate your lessons and intervention strategies. You will be part of a learning dialogue with colleagues for which time is set aside. Most importantly of all, you will be working with young people who are talented and enthusiastic about their learning. We believe that observing other teachers and having them observe you is a professional entitlement and especially important given our focus on quality first teaching. It is an expectation that all Wren teachers will be confident and open in seeing lesson observation as a key element of how we learn as professionals.

We are looking to recruit excellent teachers who have the desire to develop further. We want to appoint colleagues who possess real curiosity about the ways in which children learn most effectively and who are always seeking to extend their practice into new areas and learning activities. It is important that Wren teachers are ambitious both for themselves and for their students.



Staff Benefits

- Two week October half term break
- Free refreshments all day and a daily lunch allowance.
- Annual £1000 'Wren Allowance' in recognition of delivering enrichment activities and contributing to the wider life of the Academy.
- Excellent professional development opportunities including support for programmes of further study and planned career development.
- Timetabled professional development time during the school day.
- A pleasant and attractive working environment. Our restaurant, centrally situated, is the heart and hub of our community. This provides a bright, clean, communal space where staff and students can socialise, meet and eat. Over the years, the restaurant has become the foundation for strong relationships across departments and staff groups ensuring that all staff benefit from friendship and support beyond their immediate teams.
- An exceptionally talented and mutually supportive staff team of teachers and student services colleagues. Our staff body is inclusive and representative of the community in which we serve. We have consistently recruited a talented and committed staff who share the ambition of creating a uniquely successful school
- Children of colleagues working at Wren are given priority for a place.
- Talented, courteous and ambitious students
- All staff, whatever their role, are equally valued and the contribution of student services colleagues to the life and success of the Academy is celebrated
- Career development opportunities in a successful and growing Multi Academy Trust with plans to expand further.

The Wren Academies Trust is a MAT with plans to develop beyond two schools. This will provide further exciting professional development opportunities for the successful candidate.

More details on the curriculum, structure and ethos of the Academy are available on our website, www.wrenacademyenfield.org



Academy Information 2024/2025

The Wren Academies Trust is sponsored by the London Diocesan Board for Schools (Church of England) and Berkhamsted School. Having established an excellent first academy in the London Borough of Barnet, we have grown to a full secondary school and we are in the process of planning for the opening of the Sixth Form in September 2025.

Since opening in September 2020 the school has been closely modelled on the successful Wren Academy Finchley whilst creating a distinctive vision and ethos which matches the needs and aspirations of Enfield students who join the school. It is planned that the school will repeat the success of Wren Academy Finchley which has achieved some of the best GCSE progress results in the country and has created a highly successful academic Sixth Form.

Wren Academy Enfield is a comprehensive school, which welcomes students whatever their previous academic attainment, then does all it can to maximise their academic and social potential. We are a vibrant and culturally diverse learning community where all members benefit from our distinctive and inclusive Christian vision inspired by the encounter of Zacchaeus with Jesus (Luke 19v1-10) and the exhortation found in Micah 6v8 to 'Do justice, love kindness and walk humbly with your God'.

The curriculum is innovative, challenging and engaging. There is an extended school day with lessons of varying lengths, single sex teaching in core subjects and an extensive timetable of enrichment activities. Music plays a key role in the enrichment programme with the provision of choirs, an orchestra, jazz band, drum groups and student led ensembles.

Each half term Focus Days are organised when the usual timetable gives way to in depth study of a range of issues relating to PSHE, the academy specialism and our ethos. To further support learning and social development, a House system is in place which is organised into vertical tutor groups of students in Years 7-10.



Single sex teaching takes place in English, Mathematics and Science and is in place to promote strong outcomes for both girls and boys. The approach has been highly successful at Wren Academy Finchley where there is a higher proportion of girls studying Mathematics and Physics A Levels and then related degrees than would normally be the case. Similarly, the number of boys in English A Level classes, and then studying the subject at university has also been strong.

Inspired by Sir Christopher Wren, our specialism is Design and the Built Environment. Key skills associated with the specialism, such as planning and creativity, impact across all subjects. We work closely with a range of public and private sector partners in delivering the specialism and in ensuring it enhances but never dominates our curriculum. Given the proximity to the Chase Farm Hospital we are exploring ways that the specialism can incorporate the field of medical science to the benefit of all students.

We develop students' learning skills and attitudes through our immersion in a strong learning philosophy. This is based on the 6 Rs which encourages students to be

- Resilient
- Relational
- Reflective
- Redemptive
- Resourceful
- Reverent

All learning is supported using digital tablets which are an expected item of equipment for every student. The use of the technology enhances learning within the classroom and at home whilst also being fully utilised to support student progress.

Colleagues are encouraged to innovate and to develop new ways of learning and working together. Taking advantage of the curriculum and lesson planning from Wren Academy Enfield, teachers develop and enhance existing learning resources to create exciting curriculum opportunities for the benefit of students in both schools.



How to Apply

Application deadline

Completed application forms must be received by 9.00am, Friday 28 February 2025, however applications will be considered as they are received.

Completing your application

Candidates are asked to read the details carefully, especially the Job Description and Person Specification. Please ensure your application fulfils all the criteria in the Person Specification and you present evidence of this. Please complete all the standard information required on the application form. Failure to provide information requested may lead to your application being rejected.

Please email your completed application to recruitment@wrenacademiestrust.org. CVs will not be accepted.

Visits

Visits to the academy are welcome. Appointments can be arranged by emailing recruitment@wrenacademiestrust.org or by calling the Academy on 020 3150 4604.

Selection process

The selection process may have a combination of tasks, activities, lesson observations, student panel and panel interview. Further details will be provided to the candidates shortlisted for interview.

References

Candidates are advised that references will be taken up immediately after shortlisting. Referees should be warned of the need to respond within the timescale set. The post will be offered subject to satisfactory completion of pre-employment checks.

Equality, Diversity and Inclusion

The Trust is committed to inclusion and is an equal opportunities employer. We aim to create a welcoming, respectful and safe environment for all members of our community, from every ethnicity, gender, sexual orientation, age, ability/disability, religion and background. We know that more diverse teams are stronger teams, and that the more inclusive we are, the more our staff and pupils will feel a sense of belonging and will thrive. To enable us to make any reasonable adjustments, please let us know what you would require when you submit your application.

Safeguarding

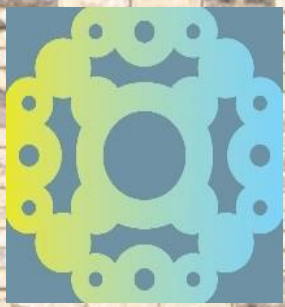
The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). The Trust may carry out online searches on shortlisted applicants and all applicants will be required to provide details of their online profile, including social media accounts, as part of their application.

The post is exempt from the Rehabilitation of Offenders Act 1974. The Trust is therefore permitted to ask job applicants to declare all convictions and cautions on a self-declaration form in advance of attending an interview (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.



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