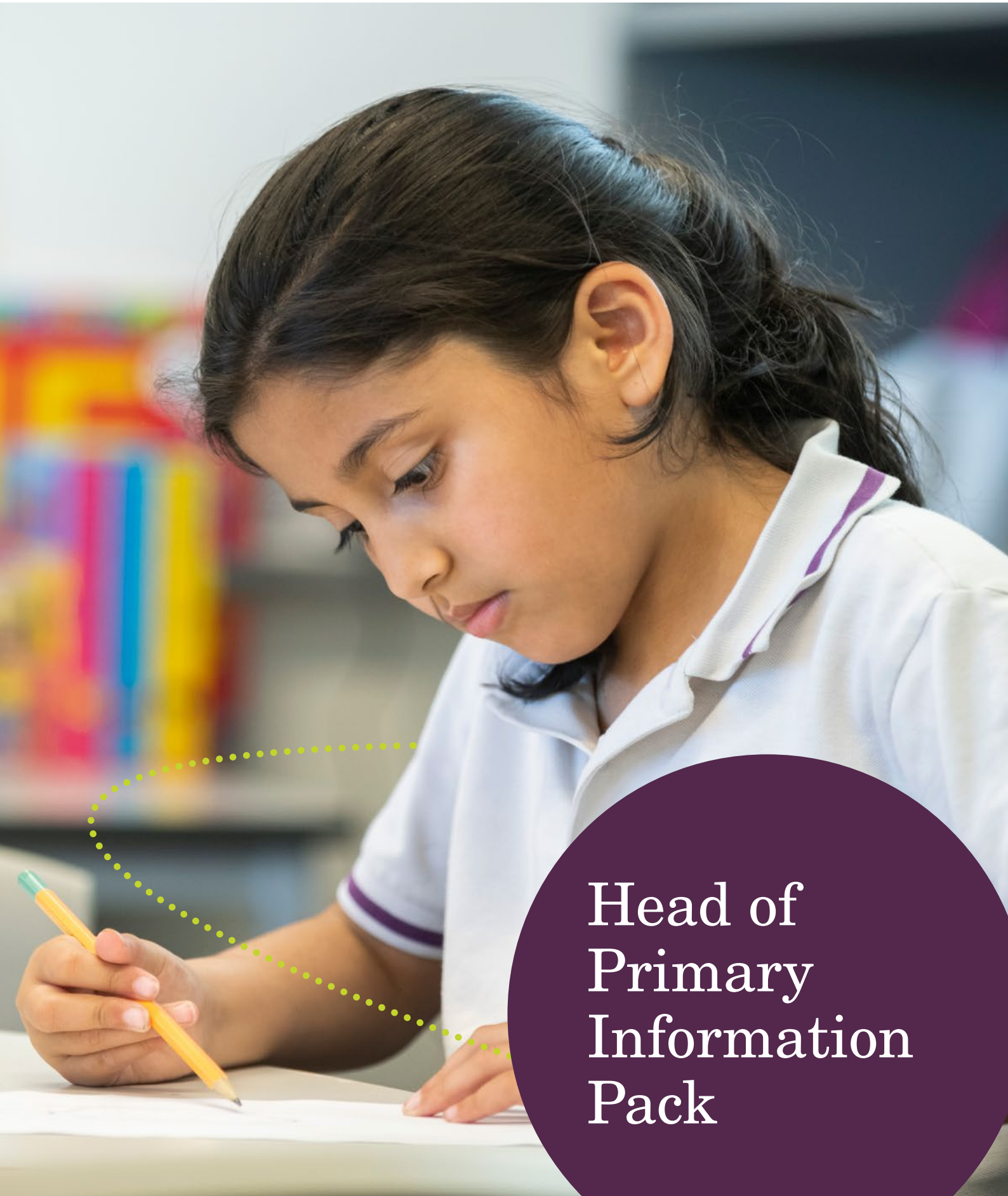


Ark Isaac Newton  
Academy



Head of  
Primary  
Information  
Pack



## Dear school leader,

Ark Isaac Newton Academy is an outstanding all-through school for students aged 4-18, serving the local community of Ilford. We are now looking for a new Head of Primary to lead the primary phase of our academy.

The newly appointed Head of Primary will join a well-established and high-achieving school where pupil outcomes are successful and celebrated. As a three-form entry primary, with 630 children, we have scale that gives the new Head real scope and opportunity.

As part of the Ark network, one of the most successful multi-academy trusts in the country, the successful Head of Primary will have access to the dedicated support of a highly successful MAT with a well-regarded professional development offer for leaders and teachers at all levels. The appointed Principal will join a team of dedicated and collegiate Ark Principals. You will have the support of me, as your dedicated Principal, and Amit Hathi as your Regional Director, to ensure that Ark Isaac Newton continues to be a school of excellence.

We are keen to hear from high-potential primary school leaders who are seeking a new adventure and who would benefit from being part of a large, successful network of schools, as well as more experienced Principals looking for a new chapter in their career.

We warmly welcome confidential conversations about the role and visits to our school. If you are interested in finding out more about this opportunity, please contact me at [m.haines1@isaacnewtonacademy.org](mailto:m.haines1@isaacnewtonacademy.org)

Kind regards,  
**Morgan Haines**  
**Principal**

# The opportunity

Ark Isaac Newton seeks to appoint an ambitious leader to the role of Head of Primary. You will be committed to building on the successes already enjoyed by the school and strive for greatness in all that we do.







Isaac Newton Academy is a non-denominational, non-selective school, welcoming students of all backgrounds from the local community. The secondary school opened in 2012 with its inaugural cohort of 180 year 7 students. In 2014 the primary phase opened to 90 reception-aged pupils and the sixth form opened in 2017. Our school has many advantages; it is oversubscribed, has a track record of excellent outcomes, a dedicated and ambitious team of staff and was graded 'outstanding' by Ofsted in 2018.

## Ideal candidates will:

- Believe in Ark's pillars and values
- Have a track record of devising and delivering highly effective education for the students they serve
- Be committed to working in partnership with governors, parents, the school community and Ark to deliver strong outcomes for pupils
- Act with integrity and build effective, trusting relationships with colleagues and students
- Be network-minded and able to contribute meaningfully to our strategic development at both regional and network level.

This is an exciting opportunity for an ambitious and proven senior leader who is seeking a new challenge to lead a truly exceptional primary school with the support of a Principal, an expert primary and secondary Regional Director and a successful multi-academy trust.

To apply, please [click here](#).

-  **Reports to:** Principal
-  **Start date:** September 2023 or sooner if possible
-  **Location:** 468 High Road, Ilford, IG1 1UE
-  **Salary:** Significant and generous salary, including potential relocation package
-  **Closing date:** Monday 20 March, 9am
-  **Visits & interviews:** To be arranged as suitable

*Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.*

*Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment — this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).*



“

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# Job description

The Head of Primary is responsible for providing an outstanding education for all pupils at the primary. They will work with the senior team to establish outstanding teaching and learning and an excellent school culture.

## Key responsibilities

- Leadership of the primary and its staff in order to achieve extremely high standards of teaching and learning, behaviour and attainment
- Implementation and coordination of the vision, ethos and strategy for the primary
- Leadership of effective external relationships, including the local community and other stakeholders
- Contribution to the overall direction of the Ark network.

## Outcomes and activities

### Personal leadership and coaching

- Lead and inspire all senior and middle leaders to ensure excellent leadership and management within the primary
- Oversee recruitment, training, motivation and mentoring of all staff
- Instil an ethos of high expectations for achievement and behaviour for all pupils
- Lead the development of the curriculum and culture
- Maintain strong working relationships with the community, agencies, and stakeholders, including parents and the Governing Body.

### Coordination of the overall strategy

- Oversee staffing allocation, including support staff, across the primary
- Coordinate cross-primary responsibilities among the senior leaders and staff
- Ensure robust operational systems are in place that support the primary's efficient functioning
- Working with the Finance and Operations team, oversee the primary finance, facilities, catering and resources across the school.

### Development of the Ark network

- Collaborate with others in the network to develop good practice and share innovation
- Help shape or lead education initiatives across the Ark network
- Undertake any other responsibilities as directed by the all-through Principal.





# Person specification

## Qualification criteria

- Qualified to degree level and above
- Qualified to teach and work in the UK
- Qualified teacher status

## Experience

- Experience in primary school leadership
- Experience of having led, or significantly contributed to the success of a school through its leadership, ethos, teaching and results
- Experience of significantly raising the attainment of students in the classes you have taught.

## Leadership behaviours

### Teaching and learning

- Outstanding teaching and learning
- Effective and systematic behaviour management with clear boundaries, sanctions, rewards and praise.

### Vision and strategy

- Vision aligned with the academy's high aspirations and high expectations of self and others
- Understands how to set high aspirations and lead effective strategies across all aspects of a primary school including curriculum, learning, administration, finance and communication
- Clear understanding of strategies to establish consistently high standards of results and behaviour in an inner city school and commitment to relentlessly maintaining these standards.

### Leadership

- Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance

- Resilience and motivation to lead the academy through day-to-day challenges while maintaining a clear strategic vision and direction
- Strong organisational skills and ability to delegate
- Genuine passion and a belief in the potential of every student
- Use of data to inform and diagnose weaknesses that need addressing
- Commitment to the safeguarding and welfare of all pupils.

### Leading external relationships

- Skilful management and political nous for maintaining effective working relationships with parents, governors and other stakeholders.

### Personal characteristics

- Highly approachable, very grounded and makes sensible judgments
- Relishes accountability and takes personal responsibility for their own actions
- Excellent critical thinking skills; has intellectual curiosity and rigour
- Able to build trust and mutual respect between pupils, families and staff
- Strong interpersonal, written and oral communication skills.

### Other

- This post is subject to an enhanced Disclosure and Barring Service check

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*



# Benefits & Rewards with Ark

As an Ark Head of Primary, we will offer you:

1. A carefully designed and supportive **Head of Primary Induction** plan to ensure you have everything you need to start your new role confidently and smoothly
2. An **Ark Coach**, where desired, who has undertaken our CPQP coaching training
3. **Ark network training days** – we have ten days in total across the year for you to receive training as well as train your staff – twice the usual amount of days offered
4. **Head of School training** – in addition to NPQH training (if you do not hold the qualification)
5. **Career development opportunities** – being part of a group of schools means that there is always room to grow and new opportunities to explore; 100% of our Executive Principals are homegrown from our Principals
6. **On-hand expertise** from our dedicated Central education and operations teams who are ready to support you and your school
7. **Regional Schools Leadership Team** – all Principals & Heads of Schools are part of a Regional SLT which works collaboratively on Regional and Network priorities.

# Ark's Six Pillars

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## HIGH EXPECTATIONS



## EXCELLENT TEACHING



## KNOWING EVERY CHILD



## DEPTH FOR BREADTH



## EXEMPLARY BEHAVIOUR



## ALWAYS LEARNING

### 1. High Expectations

We believe that every child can achieve great things. So we set high expectations for all our pupils, and we do whatever it takes to meet them. Our aspirations are no lower for our most vulnerable pupils.

### 2. Excellent Teaching

A teacher affects a pupil's achievement more than any other factor. We work side-by-side with teaching staff, supporting them with training and development so that they can deliver excellent teaching. To make sure that no pupil is left behind, we've developed data management tools which help teachers to monitor progress — this shows when pupils, or indeed teaching staff, need extra support.

### 3. Knowing Every Child

We organise our schools so that every child knows, and is known well by, every adult in the school. We also recognise that children do best when families and schools work together. We keep parents well informed about children's targets, and we involve families in all aspects of school life. To nurture a love of reading and develop fluent communication skills, we also dedicate more time to literacy and English. We make sure that all of our teachers recognise the barriers that children face in building literacy skills, and we offer tools and expertise to enable teachers to best support students who need more help.

### 4. Depth for Breadth

When children build firm foundations in English, maths and other key subjects, they find it easier to do well in other subjects too. That's why we prioritise depth in these subjects, giving our pupils the best chance of success. We've developed *Ark Curriculum Plus* which aims to improve attainment, enjoyment and confidence in key subjects. Their approach is based on tried and tested methods from around the world, and is endorsed by Ofsted. Ark Curriculum Plus has over 1000 Mastery programmes being used across the country in Mathematics, English, Science, History and Geography across primary and secondary schools.

### 5. Exemplary Behaviour

Our schools are characterised by a respectful environment, where teachers can focus on teaching and pupils can focus on learning. We teach, recognise and reinforce good behaviour, and we don't tolerate poor behaviour. We don't accept any excuses, and we don't make any either.

### 6. Always Learning

To make sure children have enough time both for core subjects and for extra-curricular activities, many of our schools run a longer school day. Others are open at weekends and during school holidays, offering masterclasses and revision sessions. Many Ark schools offer residential stays, day trips and summer schools. In every school, no time is wasted — every hour of every day is devoted to children learning.

# Ark Values

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## AIM HIGH



We have high expectations of ourselves and of each other

## BE BRAVE



We take on challenges and are prepared to say and do difficult things if that's what's needed

## BE KIND



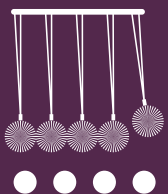
We care about what we do and how we work with each other

## KEEP LEARNING



We're open to new ideas and we learn from our mistakes as much as our successes





# Ark Isaac Newton Academy

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