

Job Description

Data & Insights Lead

Working hours	40 hours per week (08:00-17:00 Mon-Fri), Term time + 2 weeks
Salary	Circa £55,381 (FTE), dependent on skills and experience Circa £47,500 actual based on the working pattern detailed
Pension scheme	Local Government Pension Scheme
Start date	ASAP
Contract terms	Fixed-Term (3 years)
Line manager	Headteacher

What is the London Academy of Excellence Tottenham?

The place for Academic rigour, LAE Tottenham is a 16-19 free school which opened in September 2017 in state-of-the-art premises next to the Tottenham Hotspur Stadium, offering 21 of the most academically rigorous A Level subjects.

The principal education sponsor Highgate School provides significant educational support, including seconded teaching staff. The business sponsor, Tottenham Hotspur Football Club, provides funding and employment links. LAE Tottenham also benefits from eight other independent school partners - Alleyn's, Chigwell, Haberdashers' Aske's Boys', Harrow, John Lyon, Mill Hill, North London Collegiate and St Dunstan's - all of whom provide expertise in supporting academically motivated students in 6th form.

London Academy of Excellence Tottenham is the Sunday Times 'State 6th Form College of the Year 2020-21' and is rated 'Outstanding' in all areas by Ofsted.

What is the social and educational need?

The Northumberland Park ward of Tottenham, where the school is situated is amongst the 2% of the most deprived wards in the country. When the school opened, local authority data showed that only 2% of students from the east of Haringey achieved a place at a Russell Group university, compared with 18% in the more affluent west of the borough. In 2022-23, due to the success of LAET, this figure rose to 24%.

What is on offer?

LAE Tottenham offers an academic curriculum of A Level courses. Our A Level curriculum includes Art, Biology, Chemistry, Computer Science, Drama, Economics, English Literature, French, Further Maths, Geography, History, Maths, Music, Philosophy, Physics, Politics, Psychology and Spanish. Students also take part in weekly clubs and societies as well as a range of community projects and careers events as part of their co-curricular programme.

Who are our students?

50% of our students come from households described as in "struggling estates" or "difficult circumstances" using the ACORN tool for socio-economic analysis. 29% are eligible for free school meals (compared to a national average of 4.5% in selective schools) and over 50% live in households with an income of less than £28,000.



Job Description

Data & Insights Lead

The admissions criteria for the school prioritise students from our five Tottenham feeder schools - Duke's Academy, Gladesmore, Heartlands, Park View, Woodside High, as well as those on free school meals. Students at these schools are guaranteed an offer of a place at LAE Tottenham, subject to meeting our entry criteria.

What are the outcomes?

In 2023-24, 56% of A Level outcomes were A* or A and the average across all exam entries was an A. Over 75% of students won places at a Russell Group university and nearly ¼ of students went on to a World Top 10 University, including Oxford, Cambridge, Imperial, UCL and Harvard. Several students also started apprenticeships with companies including Amazon, Jaguar Land Rover, Rokos Capital Management and Accenture. There are now over 770 students on roll across Year 12 and Year 13.

Chrysalis East

LAE Tottenham runs the Chrysalis East programme which supports local secondary and primary schools to ensure that students across Tottenham are able to reach their full academic potential. The programme deploys 'partnership teachers' who work across our partner schools in a range of projects including work in teacher training and careers.

Data and Insights Lead

We want to be sector leader in supporting students from lower income backgrounds to achieve the highest academic outcomes and this new role has been created so we can ensure we are fulfilling that mission.

The Data and Insights Lead will play a crucial role in assessing the effectiveness of our educational programs, interventions, and initiatives, both within the school and longer term for our alumni.

By designing and implementing evaluation strategies, the successful candidate will generate insights that drive continuous improvement, making the work of the school more efficient by informing strategic decision-making and resource allocation.

This role requires a blend of analytical rigour, educational understanding and a passion for making a difference in the lives of students.

Key responsibilities

- Develop and execute evaluation systems to measure the effectiveness and impact of various educational programs and initiatives.
- Collaborate with educators, administrators and external stakeholders to identify evaluation needs and objectives, including through pre and post-implementation analysis.
- Collect, process, and clean data from various sources, including student information systems, standardised tests, and surveys.

Job Description

Data & Insights Lead

- Design and administer tools for data collection, including surveys, interviews, and focus groups.
- Perform detailed data analysis using statistical tools and methodologies to identify trends, patterns, and insights that can support academic achievement and school improvement.
- Prepare comprehensive reports and presentations that communicate evaluation findings to a range of stakeholders.
- Recommend evidence-based strategies for enhancing program effectiveness and student outcomes.
- Stay abreast of best practices in educational evaluation and incorporate innovative methodologies into evaluation processes.
- Contribute to the development of a culture of continuous improvement and evidence-based decision-making within the school.
- Provide training and support to staff on the use of data analysis tools and interpretation of reports.

For further details on the position, please see the sections below for a detailed person specification and the general responsibilities as a member of staff at LAE Tottenham.

Part 1 - Person specification

<u>Essential professional criteria</u>	<u>How these will be confirmed</u>
Qualifications A good honours degree or equivalent Strong A-Level or equivalent results	Sight of original exam certificates / academic qualifications will be requested
Knowledge and Experience Experience of program evaluation, educational research, or a related area. Strong analytical skills and experience with statistical analysis software Excellent communication skills, both written and verbal, with the ability to present complex information clearly and persuasively. Experience in qualitative and quantitative data	There will be opportunities at interview to discuss experiences and examples that demonstrate these. Referees will also be asked about these.

Job Description

Data & Insights Lead

<p>collection and analysis methods.</p> <p>Demonstrated ability to work collaboratively with diverse teams.</p> <p>Knowledge of current educational practices, standards, and challenges.</p> <p>Strong project management skills, with the ability to manage multiple projects simultaneously and meet deadlines.</p>	
<p>Personal Attributes and Qualities</p> <p>An ability to communicate effectively with professional colleagues and external stakeholders.</p> <p>Excellent literacy skills.</p> <p>Enjoyment of working with young people.</p> <p>Tidy, organised and methodical.</p> <p>Self-motivated and proactive.</p> <p>A high degree of personal drive and a commitment to the vision of LAE Tottenham.</p> <p>Confident, positive and flexible attitude.</p> <p>A strong role model for academic learning.</p> <p>Energy, drive and determination.</p> <p>An awareness of the central importance of safeguarding</p>	<p>There will be opportunities at interview to discuss experiences and examples that demonstrate these. Referees will also be asked about these qualities.</p>



Job Description

Data & Insights Lead

Part 2 - Further information

General responsibilities as a member of LAE Tottenham staff:

- To promote a culture of aspiration for all of our students
- To be supportive and understanding of the differing needs of young people
- To play a full part in the CPD programme, including prior to the start of the academic year
- To take part in evening and weekend events as appropriate
- To model intellectual rigour and a can-do attitude
- To support an atmosphere of openness and honesty
- To care for all other members of the school community
- To show a genuine passion for social mobility

Other information

- This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete particular duties.
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the holder of the post.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- This job description may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.
- The post holder may deal with sensitive material and should maintain confidentiality in all school related matters.

Part 3 - Recruitment and selection policy statement

We are committed to diversity and inclusion and proactively seek to recruit a diverse staff body.

The London Academy of Excellence Tottenham is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the [school's website](#).

We reserve the right to invite candidates to interview as applications are received and to appoint at any stage of the recruitment process.

September 2024