



Bluecoat Wollaton Academy

Vice Principal

RECRUITMENT PACK

Closing date: 9th October 2026



WELCOME TO ARCHWAY



Thank you for expressing an interest in working for Archway Learning Trust. This booklet sets out to give you an idea of what it is like to be part of the Archway family as a leader, teacher, support staff, or a member of our central team. Each of our employees has a vital role to play across the organisation, because no matter the role, each colleague makes a direct difference to the experiences and outcomes of our young people.

Our commitment to staff is rooted in my understanding of what it's like to be a member of staff in a school environment. I may be a Chief Executive now, but I started my career as a teacher and so I really do understand what the pressures are like for staff. We hold that at the centre of the decisions we make in looking after our employees on a day-to-day basis.

Our ambition for our staff is very simple, it is that we want them to be the very best they can be because that's what the children in our schools need and deserve. That's about us supporting our colleagues to nurture their potential, inspire a sense of community and help them to deliver excellence.

We do this in a variety of ways, including supporting your career in education, promoting your wellbeing and offering a range of employee benefits to enable you to feel fulfilled in your role. Ultimately, it matters to us that everyone who works for Archway feels a sense of belonging and fulfilment in their role. We hope that you will be inspired to apply for this position and look forward to meeting you soon.

A handwritten signature in blue ink that reads "James Higham".

James Higham
Chief Executive Officer



ABOUT THE ACADEMY



At Bluecoat Wollaton Academy, we pride ourselves on being a nurturing and inclusive community where every staff member plays a vital role in shaping young lives. Teaching and support staff benefit from a collaborative culture where ideas are shared, and successes are celebrated. Whether you're an experienced teacher or just starting your journey in education, you'll find a welcoming team ready to mentor and support you.

We are deeply committed to inclusive education, with a strong and well-resourced **SEND provision**. Our dedicated team works closely with students, families, and external agencies to create personalised support plans that meet individual needs.

We ensure access to a **broad, balanced curriculum** and promote independence, confidence, and achievement. With a nurturing environment and high expectations, we empower every learner to thrive academically and socially, celebrating diversity and fostering a strong sense of belonging.

Our forward-thinking **STEM provision** inspires curiosity, creativity, and critical thinking. Our curriculum is designed to equip students with the knowledge and skills needed for success in science, technology, engineering, and mathematics.

We foster partnerships with local universities and industry leaders to enrich learning and provide career insights. Our **dedicated STEM staff** are passionate about innovation and excellence, ensuring every student—regardless of background—has the opportunity to thrive in a rapidly evolving technological world.

We are also entering an exciting phase of growth. A £10.3 million expansion project, recently approved, will add 12 new classrooms and a state-of-the-art three-court sports hall to our campus

.This development will increase our capacity by 300 students and create new opportunities for staff, including additional teaching and support roles. The expansion reflects our commitment to meeting the growing demand for places and maintaining our outstanding educational standards in a modern, well-equipped environment.

Cath Rowell- Principal



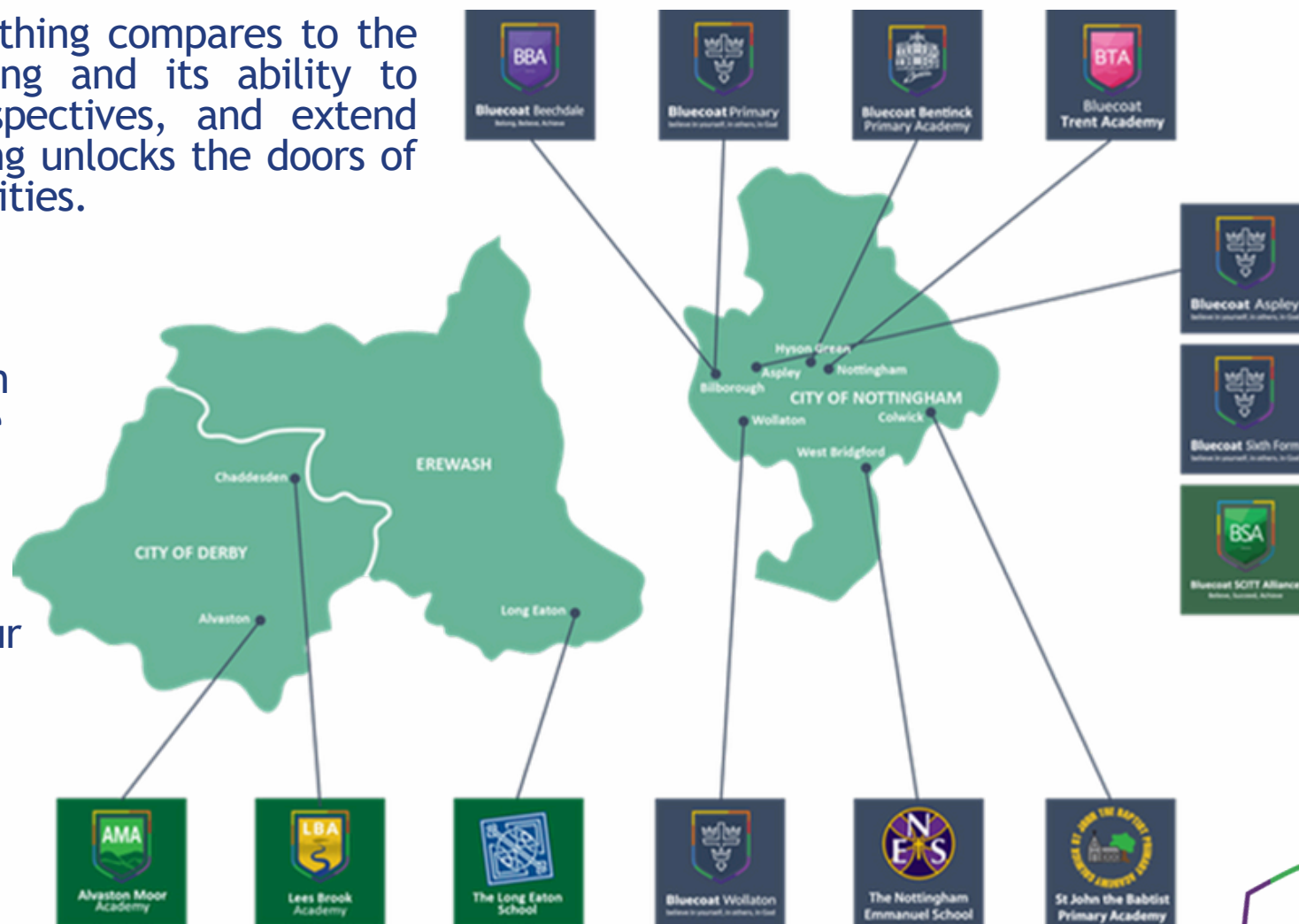
ABOUT ARCHWAY



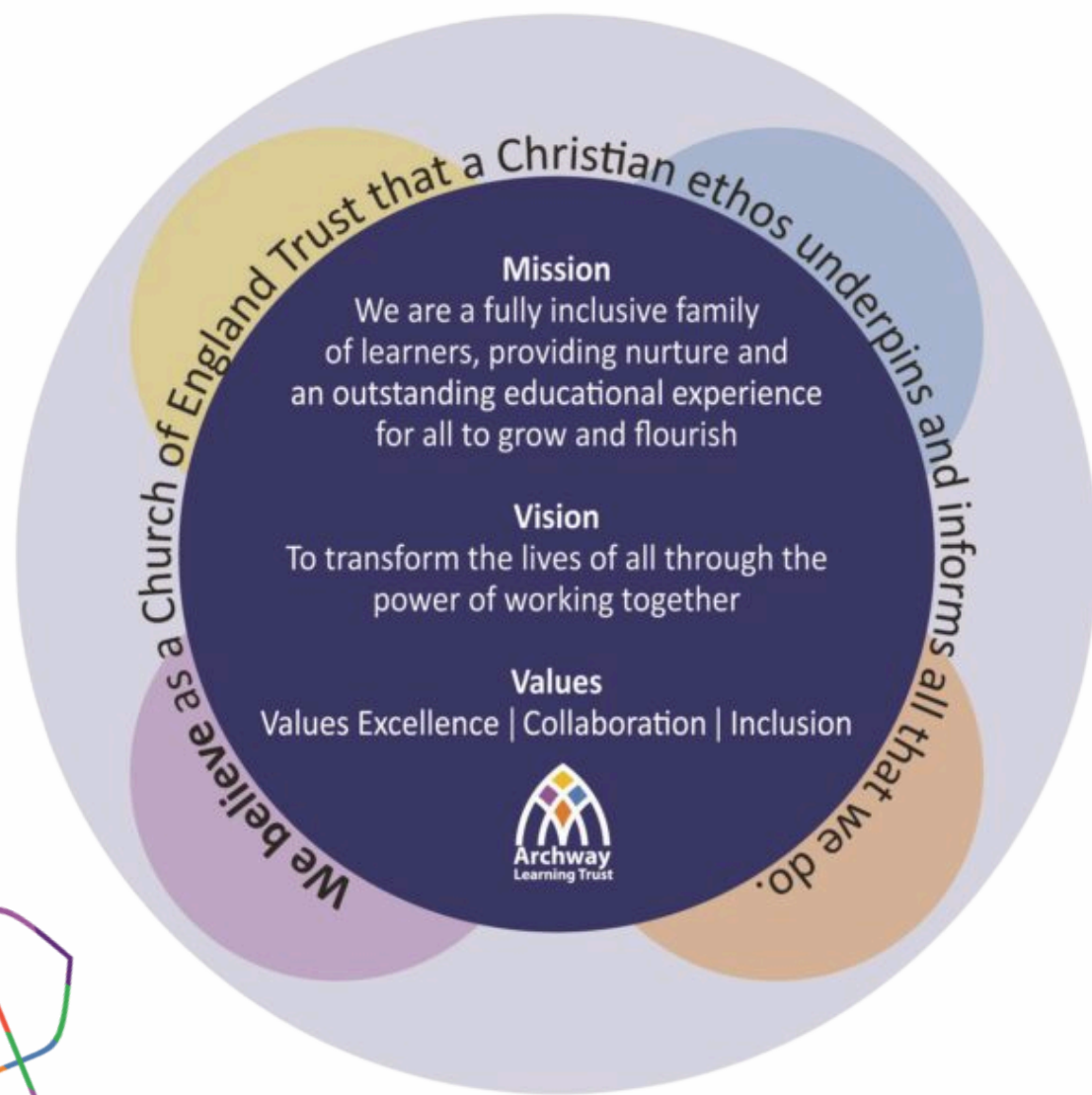
At Archway, we believe that nothing compares to the transformative power of learning and its ability to broaden horizons, deepen perspectives, and extend potential. The very best schooling unlocks the doors of the future and a world of possibilities.

Archway is a place where collaboration and transformation lie at the heart of everything we do.

We are a family of primary and secondary schools, along with our own SCITT, serving communities across Nottinghamshire and Derbyshire.



Across the Archway family of academies, we work closely together to provide the best start in life for every child. We serve a richly diverse range of communities, some of which are among the most deprived areas of Nottinghamshire and Derbyshire. In celebrating our differences, we find what unites us: a deep conviction to give every child the best daily deal, every day, and prepared for a world of possibilities.



This is made possible by the dedication and talent of our staff, who deliver excellence in every corner of our Trust. That is why we are committed to taking the very best care of them, as well as of the children and young people in our academies. When colleagues thrive, so too do our pupils and the communities we serve.

We are proud of our Christian ethos and inclusive culture where those of the Christian faith, a different faith, or none are all equally welcomed, nurtured, and cherished. That's why both faith designated and non-faith academies find a natural home in the Archway family.

ABOUT THE ROLE



We are seeking an ambitious, values-driven and highly effective Vice Principal to join our senior leadership team and play a pivotal role in shaping the future success of the Academy. This is an exciting opportunity for an exceptional leader to make a significant impact on standards, culture and outcomes, ensuring every student belongs, thrives and achieves their full potential.

As Vice Principal, you will provide strategic and operational leadership across the Academy, driving continuous improvement in teaching, learning, behaviour, inclusion and personal development. Working closely with the Principal, you will lead the implementation of the Academy Improvement Plan, ensuring that improvement priorities are delivered consistently, effectively and sustainably across all areas of provision.

You will champion a culture of high expectations, ambition and equity, using evidence-informed approaches to strengthen practice and improve outcomes for all students. Through effective coaching, professional development and leadership support, you will build the capacity of leaders and staff at every level, embedding high-quality practice that is sustained and owned across the Academy.

The successful candidate will be a credible and influential leader with a strong commitment to inclusion, educational excellence and professional integrity. They will model the Academy's values in all aspects of their work, challenge underperformance constructively and foster a culture of collaboration, accountability and continuous improvement. As a key member of the senior leadership team, the Vice Principal will also deputise for the Principal and provide significant leadership of the Academy's day-to-day operations.

This role offers the opportunity to work within a forward-thinking Trust, contributing to wider Trust development, leadership networks and strategic initiatives, while making a lasting difference to the lives of young people and the communities we serve.

JOB DESCRIPTION



Title: Vice Principal

Salary: TLFR 17-26

Actual Salary: From £76,772 - £95,735 Per annum

Location: Bluecoat Wollaton Academy, NG8 1EA

Contract: Permanent, Full Time, Term Time Only.

Core Purpose

The Vice Principal will provide strategic and operational leadership, working with the Principal to drive school improvement, secure high standards and ensure all students thrive within a culture of ambition, inclusion and excellence.

Key Responsibilities:

- Drive excellence in teaching, learning, behaviour and student outcomes across the Academy.
- Lead the delivery of the Academy Improvement Plan and monitor its impact.
- Develop leadership and staff capacity through effective coaching, support and accountability.
- Promote a culture of high expectations, inclusion and equity for all students.
- Deputise for the Principal and provide leadership of the Academy's day-to-day operations.



Vice Principal Responsibilities



As a Vice Principal, you will;

- Provide high-impact, academy-wide leadership that improves the quality and consistency of provision.
- Apply expertise in curriculum, teaching, assessment, inclusion, behaviour, SEND and personal development so all students belong and flourish.
- Drive the consistent, effective and sustainable implementation of the Academy Improvement Plan.
- Build leadership and staff capacity so high-quality practice is embedded, sustained and owned across the Academy.
- Deputise for the Principal and take significant ownership of the Academy's day-to-day operational leadership.
- Lead evidence-informed professional learning across curriculum, teaching, behaviour and inclusion.
- Model and secure consistent implementation of Academy expectations to strengthen practice and the climate for learning.
- Use performance data, quality-assurance evidence and professional judgement to evaluate provision and drive improvement.
- Champion an Academy culture of ambition, equity, inclusion and high expectations for all students.
- Foster a professional culture of integrity, continuous learning and collective responsibility for improvement.

Expectations for Vice Principals

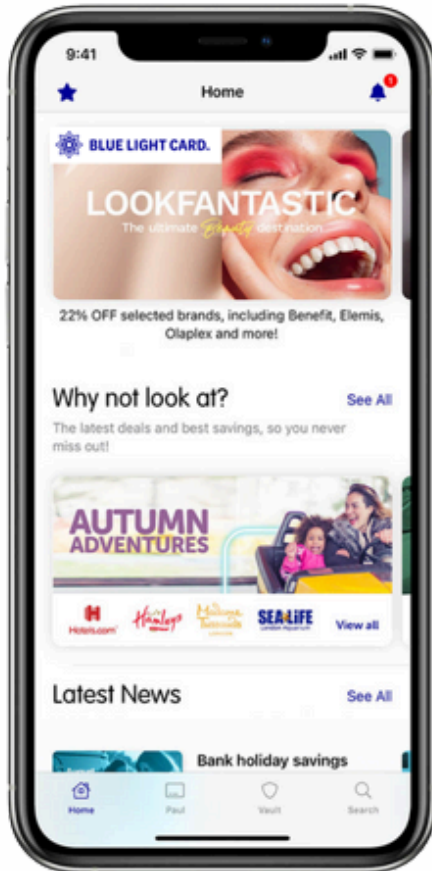
Vice Principals will:

- Model the Academy's values, vision and leadership expectations consistently.
- Uphold and enact Trust policies, frameworks and systems with fidelity.
- Demonstrate high levels of professional credibility and integrity.
- Promote a culture of excellence, inclusion, equity and ambition.
- Build leadership capacity and reduce dependency on central support.
- Provide constructive challenge where practice falls short of expectations.
- Contribute actively to Academy and Trust networks, working groups and strategic development.

PERSON SPECIFICATION

Personal Specification – Assistant Principal		
	<u>Essential</u>	<u>Desirable</u>
Experience	<ul style="list-style-type: none"> • Successful senior leadership experience in a secondary school. • Demonstrable expertise across curriculum, teaching and learning, inclusion, behaviour, assessment or related whole-school improvement areas. • Evidence of improving outcomes and strengthening the Quality of Education. • Experience leading professional development and supporting staff growth. • Strong understanding of Ofsted EIF and national policy. 	<ul style="list-style-type: none"> • Experience working with external partners. • Relevant NPQ (NPQSL / NPQH).
Professional Skills	<ul style="list-style-type: none"> • Strong knowledge across curriculum, pedagogy, inclusion, behaviour, assessment and teaching and learning. • High-level analytical skills, able to interpret complex evidence. • Skilled in coaching, modelling and advisory leadership. • Strong communication, interpersonal and influencing skills. • Practical understanding of effective implementation and change management. 	
Personal Qualities	<ul style="list-style-type: none"> • Practical, solutions-focused and resilient. • Credible, supportive and able to build trust at all levels. • Collaborative, relational and confident working across diverse contexts. • Deep commitment to equity, inclusion and Trust values. • Reflective, improvement-oriented and professionally curious. 	

ARCHWAY BENEFITS



From day one, our employees are entitled to a range of Archway benefits:

- A free and confidential employee assistance programme offering counselling and advice
- Access to Teachers' / LGPS Pension
- Comprehensive and tailored training, conferences, and ongoing CPD
- Opportunities for further development and progression
- Working with workload conscious leaders and trustees
- Access to discounts across many retailers with the Blue Light Card
- Cycle to work scheme
- Eye care voucher scheme
- Free flu vaccine



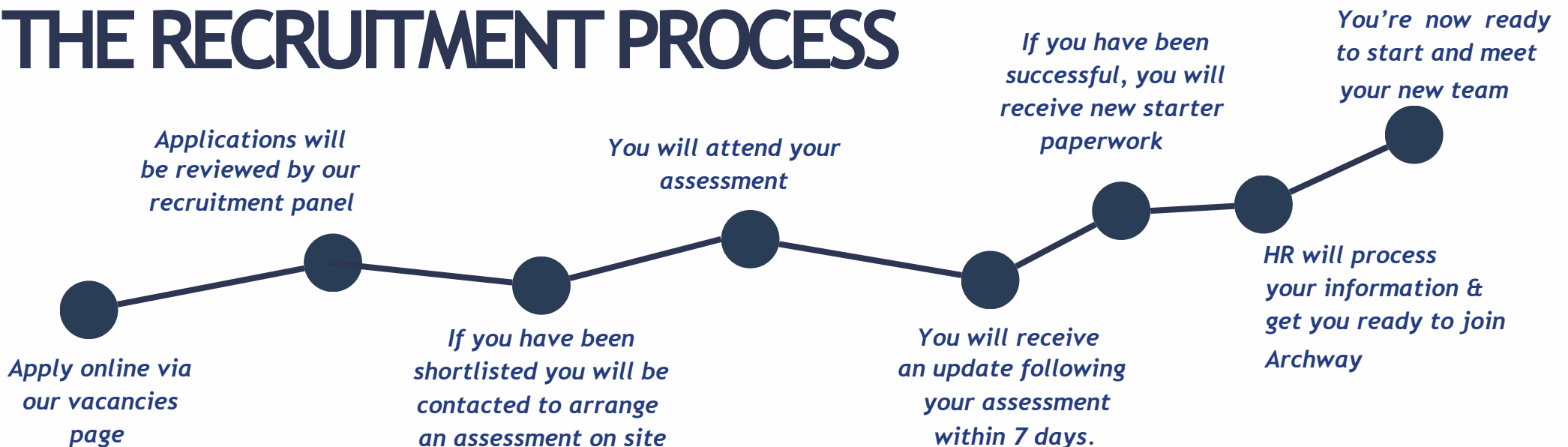
HOW TO APPLY

We know that making a job application is a big decision, and we want to help. For an informal, confidential chat about the role, or to arrange a visit, please contact us at hr@archwaytrust.co.uk

Apply via our vacancies page at <https://www.archwaytrust.co.uk/vacancies/> by 9th October 2026.



THE RECRUITMENT PROCESS



SAFER RECRUITMENT

Archway Learning Trust is committed to safeguarding and promoting the welfare of children and young people under the guidance of Keeping Children Safe in Education (KCSiE). In order to meet these responsibilities, all candidates will be subject to a rigorous selection process.

Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020).

Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment - this will depend upon the nature of the offence(s) and when they occurred.

References

References, including from the current employer, will be taken up for shortlisted candidates before interview/assessment, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies, or gaps in the reference provided.

Online Checks

KCSiE asks schools to carry out online searches on shortlisted candidates as part of the process of assessing suitability.

Equal Opps.

We are dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all. We are committed to ensuring our workforce is reflective of our diverse Trust population and are therefore committed to increasing representation among staff across all roles and at all levels.