

RECRUITMENT INFORMATION PACK - PRINCIPAL 2017/18



DETERMINATION, INTEGRITY, CURIOSITY, EMPATHY

Welcome to Capital City Academy



October 2017

Dear Colleague,

Post of Principal at Capital City Academy

Thank you for expressing an interest in the post of Principal at Capital City Academy. This is a fantastic opportunity for the successful candidate to lead a school that has made rapid progress and has the potential and ambition to become outstanding.

Capital offers an exciting and vibrant work environment. It has become increasingly oversubscribed as results have improved. Our students are a fantastic group of young people who deserve the very best teaching and leadership.

The 2014, 2015 and 2016 Key Stage 4 examination results placed us in the top third of schools for progress. Attainment in 2016 was around the national average despite low attainment on entry. Provisional results for 2017, despite all the uncertainty of all the new GCSE courses, show that our students achieved even better English grades than last year as well as a higher average grade (Attainment 8).

Our sixth form has approximately 200 students. Provisional results for 2017 show that students gained a very high number of A*-B grades at A-Level, which has allowed them access to top university courses. Students following vocational courses continue to make well above average progress and BTEC results continue to be excellent.

The school was inspected by Ofsted in November 2015 and all areas of our work, including the sixth form, were rated 'Good'. The Trust and Governing Body have ambitious plans for Capital to become an educational beacon for our local community. The new Principal will clearly have an important role to play in making this happen.

I hope you find the enclosed information helpful in making your application. If you wish to visit the school before completing your application, we would be glad to facilitate this.

Yours sincerely,

Garth Crooks
Chair of the Governing Body



“ Every time I visit the school I am taken aback by the fantastic work being produced by young people at the Academy. I have enjoyed the stories of academic success - all the way up to Oxbridge entry - as well as the excellent art shows and sporting triumphs. I would like to pay thanks to the Trustees for their support and the opportunities they provide for our students from work with the English National Ballet to support for refugee families. ”

Sir Frank Lowe, Founder and Sponsor





“The best thing about our school are the opportunities we have and how it encourages diversity.”

Student quote to Ofsted

Key facts about Capital

Our students
The majority of our students live locally in one of the most diverse areas of London and include many children from families newly arrived in the UK. They are from a wide range of ethnic backgrounds. The largest groups are Somali, Black African and Black Caribbean. A significant proportion of our students are categorised as disadvantaged. We are proud of our tradition of tolerance and of providing strong support for all our students, particularly those who face barriers to learning.

The Academy roll
Around 450 applications are received for the 196 places in Year 7 (208 for September 2019) and we are currently full in all year groups. Our current roll is approximately 1200 including Capital 6 (our Sixth Form) around 200.

The Academy site
Capital City Academy specialises in sport and the arts in buildings designed by Foster and Partners. The dramatic design creates a sense of high expectations which is matched by the quality of the facilities. These include:

- Suited accommodation for, science, mathematics, humanities, the arts, business studies, ICT, languages and English. All classrooms are equipped with projectors and interactive whiteboards and the building has full WiFi coverage.
- A superb 400 seat theatre and purpose built studios for dance, drama and music.
- Extensive facilities for independent study, including a sixth form learning zone and careers library, and a learning resources centre for use by all students, situated in the front atrium of the school. This is overlooked by a major work of stained glass by the artist Brian Clarke which has been loaned to the school by our sponsor.
- A sports hall with sprung floors and six badminton courts, basketball facilities which meet the international standard, and 400 retractable seats.
- Extensive outdoor facilities including hard courts, a multi-games area, all-weather tennis courts, a full-size floodlit All Weather Pitch (upgraded to 3G with the support of the FA and Premier League in 2013) and a high quality grass pitch.

Location
The Academy is easily accessible from central, north and west London. Although we encourage the use of public transport, a relatively large amount of car parking is available. The Academy is part of the Cycle to Work scheme.

Our staff
The Academy has a dynamic and highly talented staff body. We benefit from excellent links with Teachfirst and the Brent Schools’ Partnership. Capital encourages a culture of professional development and reflection, and was recently showcased in an SSAT good practice article for its work on coaching. Together, we are working towards achieving excellence in all aspects of the school’s work.

Capital City Academy provides a staff benefits package and has an on-site human resources function led by the HR Manager under the leadership of the Director of Finance. The Academy has Investors in People status.



Constitution and governance



Capital City Academy opened in September 2003. It was one of the first schools in the Academy programme and the first new build Academy to open. Academies are independent schools funded by the Department of Education (DE). However, as a condition of our funding we are required to:

- admit students of all abilities, using admission criteria similar to all other maintained schools
- offer a broad and balanced curriculum
- make no charges for the education of our students
- work in partnership with the London Borough of Brent, the local community and local schools
- undergo inspections by Ofsted on the same basis as other maintained schools
- establish an area of specialism.

Capital has two specialisms: sport and the arts. We select up to 10% of our intake on the basis of aptitude for sport.

Our sponsor and founder, Sir Frank Lowe, contributed £2m towards the costs of our building. The remaining £26m was funded by the DE. Our revenue funding comes entirely from the DE through the Education and Skills Funding Agency (ESFA). The funding formula for Capital is the same as for all maintained schools and other Academies in Brent. As an Academy however, we operate as an independent school in relation to funding for support services. The annual budget for 2017/18 is around £9m.

We are a company limited by Guarantee and an Exempt Charity regulated by the ESFA.

The Capital City Academy Trust appoints the Governing Body and holds both governors and the Principal to account. The Trust is the employer of all our staff.

“*Since the last inspection, senior leaders and governors have been relentless in their drive to improve standards within the academy. As a result, teaching and achievement are now good.*”

Ofsted, November 2015

“Governors understand the strengths and weaknesses of the Academy. They are highly effective in monitoring the work of the Academy.”

Ofsted, November 2015





“Teaching is typically good across the Academy and some outstanding.”

Ofsted, November 2015

Strategy and priorities

Aim

The school has the goal to become outstanding by 2020.

In November 2015, Ofsted identified the following areas for development: developing greater consistency in the quality of marking; increasing stretch for the most able; and ensuring every lesson, every day, is good.

There is an agreed strategy to secure further improvement, supported by annual school development plans.

Vision

Capital City Academy will provide an exceptional environment to promote a passion for learning and discovery. We recognise everyone as an individual and our rich community is united in its determination to enable all learners to succeed. At the heart of our achievements we endeavour to educate the whole person developing an honest, informed and caring global citizen.

This vision underpinned by four key values:

- Determination
- Integrity
- Empathy
- Curiosity

Development of the individual

The Academy embraces the national focus on character development and British values and is mindful of the local safeguarding priorities.

“I am very happy I came to Capital and stayed for Sixth Form. My friends and teachers really motivated me to believe in myself and be who I wanted to be.”

Nadia, graduated in 2017
achieving 2As, 1B & 1C



Organisation of the Academy



Capital Leadership Team (CLT)

The school leadership team is led by the Acting Principal. Three Vice Principals (one interim) take the overall lead on:

- the curriculum, assessment and reporting
- inclusion
- behaviour for learning and safeguarding

The Director of Finance and Resources takes the overall lead on monitoring and organising the school budget and all aspects of financial administration along with the strategic management of premises, catering, security and administration.

Assistant Principals have responsibility for:

- operational leadership
- teaching and learning
- the continuing professional development of staff
- the sports and arts specialisms
- STEM.

There is a Director of Capital 6 (the Academy's sixth form) who is a permanent member of CLT; a Director of Achievement who oversees the work of the Year Team Leaders; and a senior middle leader seconded to the team to lead on English, literacy and English as an additional language.

CLT, together with our middle leaders, works with staff and students to implement whole school systems and procedures. Together, the staff team ensures high standards of work and behaviour from students, resulting in a strong culture for learning and a sense of responsibility shared by all members of the school community.

Student support

Students are organised into year groups led by a (non-teaching) Year Team Leader with a team of Learning Advisers. The year teams are responsible for pastoral care, family liaison, and for monitoring the progress made by students. Our programme of personal, social and health education (PSHE) is delivered through themed days and learning adviser time. Additional student support services are provided within the Academy for students with special needs and disabilities, English as an additional language, emotional and behavioural difficulties and those whose attendance is poor. This provision is extended by a wide range of support from external agencies including work with an in-house charity, Salusbury World, which supports refugee and asylum-seeker families. The Academy also provides on-site counselling and a psychotherapy service for students.

Leadership of learning

Teaching is organised through curriculum areas (departments) led by Curriculum Area Leaders (CALs). Our teaching and learning strategy sets out a clear framework for lesson planning, observation of teaching, monitoring and evaluation of students' work. The strategy identifies responsibilities and accountability. Key priorities include: improving provision for literacy; the use of assessment to inform teaching and the setting of targets for students. The Academy has undertaken some innovative work on the curriculum over the last two years and has developed an assessment framework to meet the requirements of the new GCSEs.

“...senior leaders are relentless in their drive to improve standards.”

Ofsted, November 2015



CAPITAL City Academy



Achievement and standards

Results have risen steadily since the Academy opened. In 2017 (provisional results), 51% of students achieved two passes (9-4) in the basics (English and mathematics). The overall Progress 8 score for 2016 was +0.26 placing the Academy in the top 30% of schools nationally. Progress in English, mathematics and modern foreign languages is consistently strong.

An increasing number of sixth-form students go on to university each year, reflecting the improving outcomes of our older pupils.

Teaching and learning

Our approach to teaching and learning is focused on ensuring lessons are well planned with quality first teaching matched to students' needs. Developing students' literacy skills remains a key part of securing our learners' independence. There is an extensive coaching programme for teachers with a large proportion of staff either engaged as coaches or being coached.

Student leadership

Student leadership is a key strength of the Academy. It contributes significantly to delivering the Academy's vision of developing all aspects of a young person's potential and character. Large numbers of students are involved in coaching, mentoring, supervising and leading others. A variety of schemes are in place to recognise commitment and volunteering.

School Sports Partnership

Our partnership now includes 38 schools. We have already exceeded the Youth Sport Trust's expectation for increasing the participation in PE and sport by students in these schools. Given the removal of the specific grant for this programme, we were pleased that our partners continued the partnership by making contributions from their budgets. This has enabled us to maintain the excellent work in this area. A recent development has been the creation of a sports apprenticeship scheme (accredited by Stevenage College).

“ In 2017, we are again delighted to celebrate the excellent achievement of our students: 41% A*-B allowing access to prestigious university courses #and successful future careers.”

Leon Manandhar, Director of Capital 6

Achievement and standards



Introduction to Brent



Attractions and facilities

The London Borough of Brent provides some of the finest attractions and facilities in the country. Wembley is the most famous landmark and provides a world class setting for events. Other local attractions include: the Tricycle Theatre in Kilburn and Swaminarayan Temple (Europe's largest and grandest). Capital City Academy works in partnership with the adjacent Willesden Sports Centre; with its first class athletics, swimming and health and fitness facilities to which our students have access.

The population of Brent

One of Brent's most striking features is the ethnic and social make-up of its population of 328,300. Brent is the most culturally and racially diverse of all the local authorities in England and Wales. Each community has its own cultural celebrations, including the Hindu Navratri Festival, which attracts around 40,000 people each year. The population of refugees and asylum seekers is currently estimated to be around 12,000 with new arrivals at the rate of around 50 per month.

The North Circular Road splits the borough into two halves with very distinctive economic and social characteristics. While some areas in the south of Brent such as Harlesden, South Kilburn and Stonebridge experience inner city levels of social deprivation, parts of the north are affluent, leafy suburbs.

Where is Brent?



“ Since our school doors were first opened we have endeavoured to forge and establish strong partnerships with parents, families and our wider community. ”

Fiona Dempsey, Assistant Principal





How to find out more and apply for the post of Principal

Go to the Academy's website: www.capitalcityacademy.org

Find us on Twitter: @capital__city

Visit the Academy in person

If you wish to visit the Academy to find out more, please contact the Acting Principal's PA Mrs Leila Khan lkhan@capitalcityacademy.org 020 8838 8728.

Four dates have been allocated for visiting the school:

- Tuesday 14th November
- Wednesday 15th November
- Monday 20th November
- Thursday 23rd November

How to apply

The post will be advertised in both the Times Educational Supplement and the Guardian newspaper.

Download the application form from the advertisement or the school's own website.

Your application form must provide evidence that you meet the person specification.

Applications should be returned by email to recruitment@capitalcityacademy.org by the closing date on the advert vacancy: 5pm on Monday 27th November 2017.

Alternatively, applications may be posted to:

Ms. A. Gordon
HR Manager
Capital City Academy
Doyle Gardens
London
NW10 3ST

Please mark e-mailed, posted or hand delivered applications as "Confidential". If the application is hand delivered this will be to the Reception Desk at Capital City Academy from where it will be immediately forwarded to the Academy HR office.

Timetable for selection

Shortlisting will take place on Wednesday 29th November and Thursday 30th November.

Candidates who have been shortlisted for the post will be contacted on Friday 1st December.

Interviews will take place on: Tuesday 5th December and Wednesday 6th December 2017.

Referees

References will be taken up on all candidates selected for interview.

How to find out more and apply



CAPITAL CITY ACADEMY

Doyle Gardens, London NW10 3ST

Tel: 020 8838 8745 / Email: admin@capitalcityacademy.org

Website: www.capitalcityacademy.org

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