

Phoenix School



HEAD OF SECONDARY AND SIXTH FORM DEPARTMENT

September 2026 start

Leadership Spinal Point L12 – L16 - £77,691 to £84,841 | Working Arrangements: Permanent | Full time

We are looking for a dynamic Head of Secondary and Sixth Form Department to join an exciting and innovative school. Through your creativity and passion, you will have the opportunity to make a real difference to the lives of young people with complex needs and autism.

Split over three main sites with additional Satellite provisions, Phoenix supports young people aged between 3 and 19. We are an award-winning and “Outstanding” school (Ofsted, April 2024) accredited through the National Autistic Society and praised for our creative approaches. We are committed to safeguarding and promoting the welfare of our young people.

The Role

As a dynamic and motivated leader, you already have a passion for making a difference. In this role, you will have every opportunity to live up to this ambition.

- You will be able to work creatively and collaboratively, making the most of the extensive resources in an outstanding school.
- You will assist the Deputy Headteacher with the management of the school and to deputise in the absence of the Deputy Headteacher.
- You will provide leadership and management of the curriculum in order to secure the highest standards of teaching and learning.
- You will support the daily management and organisation of the Secondary and Sixth form Department
- You will lead on student assessment, accreditation and the analysis of data.
- You will work with SLT to support the Post 16 and Post 19 transitions
- You will be responsible for relevant school policies and risk assessments in the school.
- You will support and hold accountable, develop and lead all staff to ensure highest standards of behaviour, achievement, attendance and the wellbeing of all staff and students.
- You will be the part of the Safeguarding Team. You will build caring relationships, providing a friendly and warm welcome to our parents, governors and the wider community.

Our offer

- A friendly and supportive school that values collaboration. We encourage our whole community to model our values and work together as one school.
- A creative and inspiring curriculum with bespoke pathways and accreditation, to meet the needs of our students.
- A variety of fun whole school events to celebrate the amazing Phoenix community.
- The support of our strong, caring and committed staff and multi-disciplinary team including the Governing body and experienced Senior Leadership Team.
- Access to Tower Hamlets Education Partnership: THEP. Encouragement for you to develop your leadership training, professional development and career progression.

If you're interested in learning more about our exciting curriculum and approaches, please see our [Teaching and Learning Framework](#) and the [Phoenix School website](#).

Experience of working in a special school is not essential but some knowledge and expertise of SEND is required.

How to apply

The application form can be found on the school website - www.phoenix.towerhamlets.sch.uk and TES

Please return completed application form to: recruitment@phoenix.towerhamlets.sch.uk – **CVs not accepted**

Closing date: 9am, Tuesday 14th April 2026

Shortlisting: 14th & 15th April 2026

Interviews: 21st April 2026

We recommend visits to the school.

We would like to offer visits to the school. If you would like to discuss the post or visits, please contact **Stacey Marsh, Executive Headteacher's PA**, by email: stacey.marsh@phoenix.towerhamlets.sch.uk or call **020 8980 4740**

Our school is committed to safeguarding and promoting the welfare of children, young people, and staff. The successful candidate will require an enhanced DBS clearance. We welcome applications from suitably skilled candidates regardless of ethnicity, gender, disability, sexuality, religion or age.

Community | Respect | Engagement | Aspiration | Trust | Equality