



**ALEC REED
ACADEMY**
PROUD TO LEARN



**APPLICATION PACK FOR THE ROLE OF
PRIMARY TEACHER**

APPLICATION PACK PRIMARY TEACHER

CLOSING DATE
10th February 2026

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WELCOME

TO THE ALEC REED ACADEMY

WELCOME MESSAGE FROM OUR PRINCIPAL & CEO, PHIL COSBY



Our Learning

We're delighted you're considering joining our vibrant, diverse, and forward-thinking community in the heart of Northolt, where you'll be part of an all-through school, educating pupils from Nursery to Sixth Form. Our Primary Phase is a cornerstone of our success — nurturing curiosity and laying strong foundations for lifelong learning. This unique structure fosters collaboration and professional growth across all key stages.

Our mission is simple: unlock potential and inspire excellence—in students, staff, and the wider community. We provide an environment where everyone feels valued, supported, and empowered to succeed.

We invest in our people with extensive professional development, clear career pathways, and a workplace that champions innovation, wellbeing, and achievement.

This application pack introduces our values, vision, working environment, and the benefits of joining our team. We hope it gives you a clear sense of who we are and what we stand for.

We look forward to the possibility of welcoming you to our Academy community.

Warm regards,

Phil Cosby
Principal & CEO

KEY VALUES

"PROUD TO LEARN"

Our motto is at the heart of what we aim to achieve within the academy. To us, a sense of social and moral responsibility is as important as academic success. We model and promote behaviour which treats and respects all people as unique, valuable individuals.

A strong feature of the academy is our focus on three core, guiding principles: Respect, Honesty and Kindness. These positive values and attitudes are a necessary prerequisite for success and we encourage our students to demonstrate these in school, at home and in the wider community. They are central to our daily expectations of students.

As an all-through academy for ages 3–19, we offer a seamless learning journey that nurtures confidence, resilience, and ambition. In our Primary classrooms, respect and kindness underpin every interaction, fostering a safe and joyful environment where young learners thrive.

Our aim is simple: to inspire a love of learning, encourage high aspirations, and prepare young people to become responsible, compassionate citizens who contribute positively to society. By working together—students, staff, and families—we create a community where excellence is not just expected, but achieved.



RESPECT

HONESTY

KINDNESS

At ARA, we believe that a first-class education is the right of every child and we take immense pride in being a truly inclusive academy where every student feels welcomed, valued, and supported. Our purpose is to create an environment where every child can thrive, exceed expectations, and develop the confidence, skills, and cultural capital needed to lead a fulfilling life. We reject the notion that intelligence is fixed or that prior attainment creates a glass ceiling; with the right support, every child can achieve more than they imagined.

Everything we do is driven by our commitment to make the academy a better place for the children we serve, and this vision is lived and breathed daily by every member of staff and our trustees. By providing an education that empowers choice and agency, we ensure that our students leave us not only with academic success but with the resilience and ambition to shape their own futures.



PRIMARY PHASE – A FOUNDATION FOR LIFELONG SUCCESS



At Alec Reed Academy, our Primary Phase is the cornerstone of our all-through provision. We believe that the early years and primary education set the stage for every child's future success, and we are proud to offer a nurturing, ambitious, and innovative environment for pupils aged 3–19.

Our Vision for Primary Education

We aim to develop confident, compassionate learners who are ready for the challenges of secondary education and beyond. Through high expectations, innovative teaching, and strong partnerships with families, we ensure every child leaves our Primary Phase equipped with the skills, knowledge, and character to succeed.

What makes our primary phase exceptional?

- **Inclusive and Aspirational:** Every child is valued and supported to achieve their full potential, regardless of background or starting point
- **Rich, Creative Curriculum:** We deliver a broad and balanced curriculum that inspires curiosity, creativity, and a love of learning, complemented by outdoor learning opportunities through our Academy Fields project
- **Strong Foundations in Literacy and Numeracy:** Our approach ensures mastery of core skills while fostering confidence and independence
- **Specialist Facilities:** Primary pupils benefit from purpose-built spaces, vibrant outdoor areas, and access to our Academy's state-of-the-art resources, including performing arts studios and sports facilities
- **Exceptional Pastoral Care:** Our dedicated team prioritises wellbeing, resilience, and personal development, creating a safe and joyful environment where children thrive
- **Seamless Transition:** As part of an all-through school, our pupils enjoy continuity from Nursery to Sixth Form, supported by shared expertise and collaborative teaching across phases.

SECONDARY PHASE – SHAPING CONFIDENT, SUCCESSFUL PEOPLE

- Our Secondary Phase is a vibrant, ambitious, and forward-thinking community where students are challenged, supported, and inspired to achieve their very best. We offer a broad and engaging curriculum delivered by dedicated subject specialists who are passionate about nurturing curiosity, confidence, and academic excellence. Our classrooms, laboratories, creative arts spaces, and specialist facilities—including our outstanding sports, STEM, and performance environments—provide students with the tools and opportunities to excel both inside and beyond the classroom.
- High expectations underpin everything we do: our students are encouraged to take pride in their learning, behave with integrity, and contribute positively to Academy life. Strong pastoral care ensures every young person is known, valued, and supported, creating a culture where students thrive both academically and personally. As a result, our Secondary Phase continues to strengthen year on year, with a clear upward trajectory and a shared commitment to securing exceptional outcomes for all learners.
- Whether it's through academic stretch, leadership opportunities, enrichment programmes, careers guidance, or our inclusive approach to personal development, our Secondary Phase empowers students to become confident, resilient, and well-prepared for the next stage of their educational journey.



SCAN
ME!



Our Latest Unique Projects

Academy Fields & Outdoor Education



At Alec Reed Academy, learning doesn't stop at the classroom door. Our Academy Fields project transforms education through nature, creativity, and sustainability.

Thanks to a £1 million investment from our sponsor, the late Sir Alec Reed; and an RHS Chelsea Flower Show Garden, we've created an inspiring outdoor environment that enriches every child's experience.

What makes Academy Fields unique?

- **Outdoor Learning Hub:** We are working towards a dedicated space for science, environmental studies, and hands-on projects that spark curiosity and critical thinking
- **Sustainability in Action:** A place where pupils will be able to grow food, care for orchards, and learn about biodiversity—developing life skills and environmental responsibility
- **Creative Exploration:** Art, storytelling, and performance activities will take place in natural settings, encouraging imagination and confidence
- **Wellbeing & Resilience:** Outdoor learning promotes physical health, mental wellbeing, and teamwork, helping pupils thrive socially and emotionally
- **Community Engagement:** Families and local partners will be invited to share in the benefits of this green space, strengthening our ties with the wider community.

Our Vision

Academy Fields is more than a garden—it's a living classroom where children connect with nature, develop practical skills, and discover the joy of learning in the great outdoors.



Our Employability Hub:

Preparing Students for Life Beyond School

At Alec Reed Academy, we believe education should go beyond academic achievement – it should empower every student to thrive in life after school. Our new Employability Hub is a cornerstone of this vision. Designed as part of the Impactful Futures initiative sponsored by Reed, the Hub provides a comprehensive careers and employability programme that equips students with the confidence, skills, and aspirations to succeed in higher education, training, or employment. This is not just about guidance; it's about transformation – breaking down barriers and ensuring that every student, regardless of background, can realise their full potential.

Impact and Ambition

Our ambition is clear: to create a generation of confident, resilient, and ambitious young people who are prepared for life in a global society. For the Principal, this initiative offers an exciting opportunity to lead a school that is shaping futures – not just for our students, but for the wider community.

What Makes the Hub Unique

Key Features:

Comprehensive Careers Programme
Aligned with Gatsby Benchmarks and national guidance

Real-World Connections
Workplace visits, university partnerships, and employer engagement

Personalised Support
Tailored mentoring and guidance for all students, especially those from disadvantaged backgrounds

Cultural & Global Enrichment
Visits to museums, theatres, and international experiences to broaden horizons

Super-Curricular Opportunities
Masterclasses, seminars, and guest lectures to inspire academic excellence

Apprenticeship Guidance
Structured support for Year 13 students applying for apprenticeships.

Exceptional Facilities – A Building Designed for Excellence



Architectural Brilliance:

Our award-winning building, designed by Foster + Partners, combines cutting-edge design with functionality. Bright, open spaces and collaborative zones create an inspiring environment for teaching and learning.

Performing Arts & Media Hub:

A professional 300-seat theatre for productions and assemblies, an industry-standard recording studio, and a digital media suite for creative innovation.

Creative Studios:

Three dedicated art studios and four DT studios, a gallery exhibition space to showcase student and staff creativity.

Specialist Learning Areas:

Fully equipped science laboratories, enterprise zones for project-based learning, and modern classrooms with integrated technology.

Sports & Wellbeing:

A Community Sports Centre, four-court sports hall with climbing wall, outdoor tennis courts, and expansive Academy Fields for outdoor learning. Staff enjoy free access to a fully equipped fitness suite and multi-gym before and after school.

Technology Everywhere:

High-speed wireless connectivity and advanced ICT systems support flexible working and innovative teaching methods.

Primary & Early Years Spaces:

Our Primary Phase benefits from purpose-built halls, vibrant outdoor learning areas and dedicated creative spaces designed to inspire younger learners.



PROFESSIONAL OPPORTUNITIES



Join a Team that invests in it's staff – every step of the way

At our Academy, every new staff member receives a comprehensive induction and tailored training to ensure a smooth start. We are committed to continuous professional development, offering structured opportunities for growth and career progression. From high-quality training programmes to mentoring and development initiatives, we create a culture that empowers staff to achieve their full potential. Primary leaders enjoy tailored CPD, including early literacy strategies, phonics mastery, and curriculum innovation for KS1 and KS2.

Investing in Your Expertise

We prioritise professional growth through six dedicated Professional Development Days each academic year, featuring dynamic programmes that address key priorities and build expertise across all roles. These days are complemented by a calendar of twilight sessions, offering flexible opportunities for staff to deepen their knowledge and collaborate beyond the school day. Both formats encourage teamwork, allowing subject and phase-specific groups to focus on areas that matter most to them and the Academy. This structured approach ensures every member of staff has access to meaningful, targeted development that drives excellence and innovation.



Professional Development

The most effective professional development takes place on a daily basis through the high level of support staff receive from their line managers and other Academy staff. Each subject area and Phase is led by a Year Lead, Curriculum or Subject Leader who reports directly to a member of the Academy Leadership Team. In this way, new staff are able to work with members of management at all levels through challenge partners and purposeful team meetings.



Early Careers Programme

Our Academy offers a first-class Early Careers Teaching (ECT) programme to give new teachers the best possible start. Weekly training sessions provide opportunities to share experiences, collaborate with peers, and learn from experienced colleagues. Led by specialists across the Academy, these sessions focus on practical strategies and subject expertise, supported by personalised mentoring and regular feedback. This programme builds strong foundations for teaching excellence while fostering a supportive, collaborative community from day one.

YOUR WELLBEING, OUR PRIORITY

STAFF BENEFITS

- Inner London Pay Scales
- Generous pension contributions (Teacher's Pension Scheme or Local Government Pension Scheme)
- Extensive free onsite parking
- Free use of our State of the art Fitness Suite
- Ongoing CPD programme
- Cycle to Work Scheme
- Free eye tests
- Reimbursement for yearly professional subscriptions and fees
- Subsidised meals
- Family-friendly policies (Including generous paid dependents' entitlement and religious observance leave)
- Employee assistance programme



**Discretionary
Leave**



Fitness Suite



Rewards



**Family-Friendly
Policies**

FACTSHEET

Founded in 2003 by the late Sir Alec Reed, Alec Reed Academy (ARA) is a thriving all-through Academy for pupils aged 3–19, serving the Northolt community in the London Borough of Ealing. The Academy opened in 2005 with modern, spacious facilities designed by Foster + Partners and has since expanded significantly. Today, ARA offers education from Nursery through Post-16, alongside an Adult Learning Centre and Community Sports Centre. We also share our site with John Chilton School, which provides specialist education for children with physical and medical needs.

Current Profile

- School Roll: Over 1,600 pupils across Nursery, Primary, Secondary, and Post-16 phases.

Our Provisions:

- Nursery (104 places, 30-hour provision)
- Primary (3FE)
- Secondary (6FE)
- Post-16 provision
- Community Links: Adult Learning Centre, Community Sports Centre, and partnerships with local businesses and organisations.

Community Sports Facilities

- State-of-the-art amenities include a 3G floodlit AstroTurf pitch, climbing wall, gymnasium, dance studio, MUGA, and a 187-seat theatre, serving both students and the wider community.

Academic Performance

- Ofsted: 'Good' in the last two inspections (2018 and 2023).
- Strong progress measures across all key stages, with Post-16 students achieving high value-added scores and excellent outcomes in A Levels and vocational qualifications.
- Continued focus on raising standards and expanding Post-16 provision.

Student Profile

- High levels of diversity:
 - 60% of students speak English as an additional language.
 - Above-average proportion of students with SEND support and Education Health Care Plans.
- Pupil Premium: Currently 48% of students
- Inclusive ethos with strong pastoral systems and robust behaviour management.

Location

- Alec Reed Academy is located in Northolt, West London, close to the A40 and M25.
- Transport Links: 20-minute walk or short bus ride from Northolt Tube (Central Line); Greenford Tube connects to National Rail.
- Community: Northolt offers urban convenience with quick access to central London and proximity to green spaces and towns such as Marlow and Beaconsfield.

Ethos & Values

Our mission is to prepare children for adult life by:

- Delivering high-quality education and fostering lifelong learning.
- Promoting confidence, ambition, and personal worth.
- Building strong partnerships with families and the local community.
- Upholding values of hard work, honesty, respect, and care for others.

Staff Testimonials



A great place to work with lots of friendly people. My first week here was well planned and gave me the opportunity to meet and shadow relevant co-workers. Everyone was really kind and helpful in offering up their time and knowledge on school policies and structure, staff responsibilities, showing me around. It was overwhelming but I feel that my introduction was relaxed, yet thorough, which really helped me to settle into my new role.

Home Attendance Liaison Officer



All staff were so welcoming and friendly when I joined ARA. I love the fact that every day is different and very rewarding in my role.

SaFE Worker



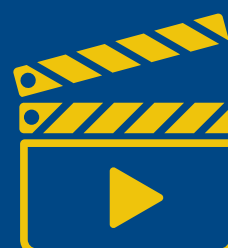
The academy is fantastic at supporting your professional development and progression. Myself and many others have been encouraged to apply for ambitious roles and responsibilities within the academy, as well as continuing our development through courses, such as an NPQSL.

Lead Practitioner – English Cross-Phase Links and Aspiration Programme



I was really impressed by the school when I came for my interview and induction because I felt as though there was a focus on the important things that matter most to students and staff. I also feel that the compassionate approach that underpins how staff interact with students is in line with my own beliefs. All the staff have been so supportive but also really honest about the challenges and what they are doing to keep improving the school.

Geography Teacher



Stay updated with our Weekly Principal Vlog's on YouTube or read our seasonal newsletters for the latest news!



Dear Candidate,

Thank you for your interest in the Primary Teacher position at the Alec Reed Academy. It is an immensely fulfilling role that allows you to inspire, shape and support children during some of the most formative years of their lives. The classroom is a vibrant, joyful environment where creativity, patience, and passion come together to make a real difference. Being a Primary teacher means building strong relationships, celebrating small victories, and playing a key part in children's educational journeys—an experience that is both deeply meaningful and incredibly rewarding.

Alec Reed Academy is a vibrant and diverse all-through school serving a community full of aspiration and potential in West London. While our context includes areas of high deprivation, our students demonstrate strong ambition, resilience, and pride in their learning. We are equally proud of our staff, whose commitment and professionalism have contributed to our continued improvement and our 'Good' Ofsted outcomes over the past two inspections.

One of the unique strengths of Alec Reed Academy is that all business services operate entirely in-house—from HR and Finance to IT, Buildings, Hospitality, and Hygiene. This integrated model ensures consistent, responsive, and personalised support for staff, enabling quick resolutions, seamless collaboration, and a working environment where people feel valued and well supported. Our culture is built around respect, honesty, and kindness, and this is reflected in the way we work together every day.

Our HR team provides a comprehensive generalist service to support all staff across the Academy. We handle the full range of HR activity, including recruitment, onboarding, safer recruitment compliance, absence administration, HR systems management, employee relations support, policy guidance, staff induction, and day-to-day advice to managers and employees. Working collaboratively across all departments, we ensure a responsive, efficient and people-centred HR function that underpins the smooth running of the Academy.

The Academy continues to invest in staff development, leadership capacity, and high-quality facilities. We benefit from strong governance, financial stability, and a clear improvement trajectory that we look forward to celebrating in our next inspection.

If you would like to discuss the position confidentially or require further information before applying, please contact the HR Team at hr@alecreedacademy.co.uk.

We reserve the right to hold interviews in advance of the closing date should a favourable application be received.

We look forward to hearing from you.

Phil Cosby
Principal & CEO

Advertising the role of **PRIMARY TEACHER**

Salary: Main/Upper Scale (Inner London)

Closing date for completed applications: 10th February 2026

Interviews will be held: As soon as possible

'I enjoy the sense of community and collaboration that comes with working at ARA and the feeling that I'm making a positive impact on the lives of the students' Teacher.

We are excited to offer a position as a Primary Teacher within our Primary phase, where you'll work in a supportive and resource-rich environment. We are based in West London/Ealing. This position is to commence Easter - April 2026.

Skills & Experience needed:

- Suitable degree and UK recognised teaching qualifications (i.e. QTS, PGCE)
- Ability to teach, motivate and support pupils within an effective and inclusive learning environment
- Knowledge and understanding of the assessment objectives, specifications and curriculum at the relevant key stages
- Ability to enthuse and effectively communicate subjects to students both written and orally

What we have to offer you:

- An Ofsted 'Good' school and an exciting place to work. In June 2023 we received praise from Ofsted who described us as 'at the heart of its community, an inclusive school with leadership providing excellent role models and maintaining the good quality of education since the last inspection.
- As an Investor in People, we offer excellent career and professional development opportunities
- The chance to work with exceptionally committed colleagues who have high expectations of students
- A welcoming school in West London/Ealing with great Trustees, where staff feel valued, enjoy opportunities for additional paid responsibilities, and there is scope to influence autonomy
- The Academy is in outer London but with Inner London pay and Teachers Pension
- Free on-site parking, subsidised meals, new state of the art Fitness suite and family friendly policies including dependents entitlement
- Regular nominated staff rewards and free breakfasts are also welcomed by staff.

Commitment to safeguarding:

- ARA is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination
- The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

How to apply:

- Come and visit us for a personal tour if you like, or you could visit the 'Quicklinks - Vacancies' section of our website for more information and an application form: www.alecreedacademy.co.uk
- If you prefer to talk, our HR department would love to chat: 0208 8414511.

Closing date for completed applications: 10th February 2026

Interviews will be held w/c as soon as possible

We reserve the right to hold interviews in advance of the closing date should a favourable application be received.

ARA is committed to the protection and safety of our learners. The successful applicant will be required to undertake an enhanced criminal record check via the Disclosure and Barring Service and Social media check prior to commencing the role.

Judged as Ofsted Good in 2023



You're welcome to visit us for a personal tour, or explore the "Work For Us" section on our website for more details and an application form.

Prefer to chat? Our HR team would be happy to speak with you—just call.



www.alecreedacademy.co.uk/



020 8841 4511



Bengarth Road, Northolt,
Middlesex, UB5 5LQ

JOB DESCRIPTION

PRIMARY TEACHER



Line Manager: Primary Pupil Progress Leader

Role Purpose:

- You are required to carry out the duties of a schoolteacher as set out in the Conditions of Employment as adopted by the Academy.
- You are required to support colleagues in the development and implementation of changes in policies, guidance, schemes of learning, and all materials, to ensure continuity throughout the school.
- You are responsible to the Primary Pupil Progress Leader in the first instance; Assistant, Deputy and Head of Primary Phase; and ultimately the Academy Principal.

Teaching

You shall carry out the professional duties of a teacher at Alec Reed Academy as circumstances may require, under the reasonable direction of an Associate Principal and the Principal of the Academy and as contained in the statement of Conditions of Employment.

In each case having regard to the curriculum for the Academy and with a view to promoting the development of the abilities and aptitudes of the pupils in any class or group assigned to you.

- Planning and preparing pupils for lessons.
- Teaching, according to their educational needs, the pupils assigned to you including the setting and marking of work to be carried out by the pupils in school and elsewhere.
- Assessing, recording and reporting on the development, progress and attainment of pupils.

Other activities

- Ensuring to safeguard and promote the welfare of children and young people and follow the Academy's policies and the staff code of conduct.
- Promoting the general progress and well-being of individual pupils.
- Providing guidance and advice to pupils on educational and social matters and on their future education and future careers, including information about sources of more expert advice on specific questions, making relevant records and reports.
- To carry out the function of class teacher as required, including taking of an accurate and up-to-date class register and following the school procedures on pupils' attendance, checking diaries, uniform and issuing of notices, letters home and accompanying the class to appropriate assemblies.
- Making records and reports on the personal and social needs of pupils.
- Communicating and consulting with the parents of the pupils.
- Communicating and co-operating with persons or bodies outside the school.
- Participating in meetings arranged for any of the purposes described above.

Assessment and Reports;

- Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

Professional Development;

(a) Appraisal:

- Participating in arrangements as adopted by the Academy for the assessment and review of your performance and that of other teachers and/or staff.

(b) Review, Induction, Further Training and Development:

- Reviewing from time to time your methods of teaching and programmes of work.
- Participating in arrangements for your further training and professional development as a teacher including undertaking training and professional development which aims to meet needs identified in Appraisal objectives and targets or in Appraisal statements.

Educational Methods:

Advising and co-operating with the Primary Pupil Progress Leaders, Assistant Principals and other teachers (or any one or more of them) on the preparation and development of teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

Discipline, Health & Safety:

- Maintaining good order and discipline among the pupils and safeguarding the health and safety of pupils and others authorised to be on the school premises and when they are engaged in authorised Academy activities elsewhere in line with the Academy Health & Safety Policy.
- Responsibility for your teaching areas with regard to good order, health and safety, appearance and display.
- Whilst at work, to take reasonable care for the health & safety of yourself and others who may be affected by their work and to co-operate with the board of trustees and its management to enable them to maintain a safe and healthy workplace.

Staff Meetings:

- Participating in meetings at the Academy which relate to the curriculum for the Academy or the administration or organisation of the Academy, including pastoral arrangements.

Public and Internal Examinations:

- Participating in arrangements for preparing pupils for public and internal examinations and in assessing pupils for the purpose of such examinations and recording and reporting such assessment.

Management:

- Undertake whole Academy duties in accordance with published rotas, assist in the management of pupils when not in timetabled lessons.
- Taking part as may be required of you in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.

Administration:

- Participating in administration and organisational tasks related to such duties as are described above, including the management and supervision of persons providing support for the teachers in the school and the ordering, allocation, and best use of resources, minimising waste;
- Attending assemblies, registering the attendance of pupils and supervising pupils, whether the duties are to be performed before, during or after school sessions.

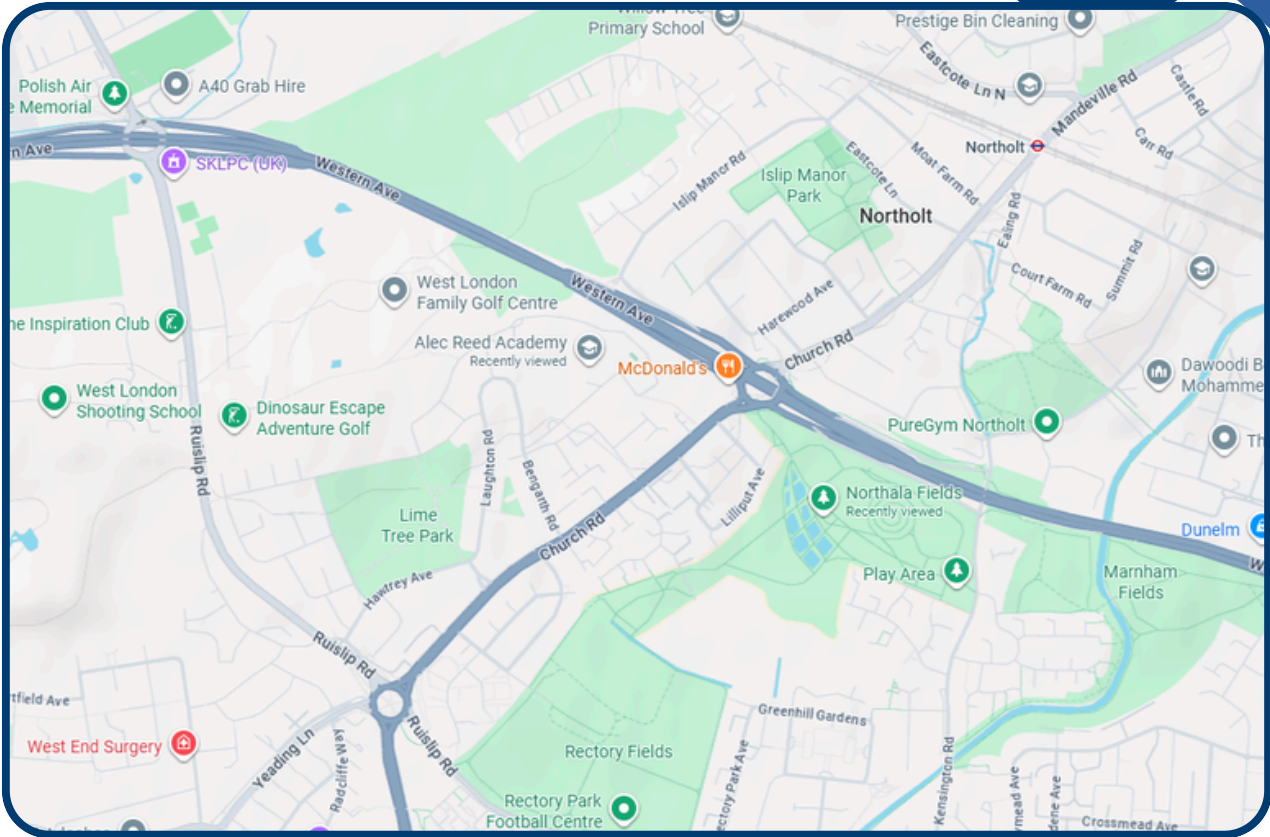
PRIMARY TEACHER

Person Specification

- Suitable degree and teaching qualification (i.e. QTS, PGCE)
- Good knowledge and understanding of the Primary National Curriculum
- Good knowledge and understanding of the Primary Literacy and Numeracy Strategies
- Ability to enthuse and communicate the curriculum to pupils both written and orally
- Effective classroom practitioner with experience of delivery through a variety of teaching styles
- Ability to create a rich learning environment
- Familiarity and experience with the concept of target setting and of developing and employing criteria for measuring success
- Commitment to pastoral support for pupils
- Appropriate ICT skills for the Primary classroom
- Commitment to maintaining high standards across the Academy for all pupils
- Team player
- Adaptability and contributor to changing circumstances and new ideas
- Desire to succeed
- Commitment to working in an urban, multi-cultural school
- Ability to develop and maintain good professional relationships with pupils, staff and parents
- Strong commitment to one's own professional development
- Willingness to become involved in wider Academy initiatives and activities
- The ability to work in a way that promotes the safety and wellbeing of children and young people including having an awareness of the safeguarding requirements of the Academy along with Child Protection Policy.



Contact Us



020 8841 4511

Bengarth Road, Northolt, Middlesex, UB5 5LQ

HR@alecreedacademy.co.uk

... Or visit our website

www.alecreedacademy.co.uk

