



Leeds East Academy

Join Our Team

Role

Principal

£116,455 to £128,446

Leeds East Academy





Welcome from the Chair of the Trust Board

We are delighted that you are considering joining Leeds East Academy.

Joining our team means becoming part of a community dedicated to excellence in education, where every member plays a vital role in helping young people thrive.

White Rose Academies Trust is a cross-phase Trust comprising three secondary schools and one primary school in Leeds. Our schools are welcoming and inclusive environments where every child is encouraged to flourish and where ambition, equity and personal growth are at the heart of everything we do.

We are now seeking an exceptional Principal to lead Leeds East Academy at an important stage in its journey. This is a significant opportunity to build on recent progress and to lead a diverse school community with clarity, ambition and a strong commitment to inclusive practice, ensuring that every student is supported to succeed.

We believe that exceptional education is rooted in strong relationships, an engaging curriculum and high-quality, personalised support for both students

and staff. Each of our schools has its own unique character, reflecting the diversity and vibrancy of the communities we serve, and we are proud of the inclusive culture we continue to develop across the Trust.

As a Principal within our Trust, you will have the opportunity to collaborate with colleagues, share expertise and contribute to a strong network of school leaders, alongside accessing high-quality professional development. We are committed to fostering a culture that values wellbeing, innovation and the voice of every member of staff.

Thank you for your interest in joining White Rose Academies Trust. We look forward to the possibility of welcoming you to our community and working together to deliver the very best outcomes for our young people.



Stewart Harper *Chair of the Board*
White Rose Academies Trust



About Leeds East Academy

We are a dynamic and ambitious secondary school, proud to be part of the White Rose Academies Trust, serving a diverse and vibrant community in East Leeds. We are committed to delivering high-quality education alongside strong personal development for every student.

Following a period of purposeful renewal, the academy has been shaped by values-led leadership, clear systems and high expectations.

Our culture is now calm, focused and aspirational, where students are supported to succeed and staff feel valued, confident and proud of their work.

Our community reflects the diversity of modern Leeds, with a wide range of cultures, languages and experiences. We see this as a strength that enriches learning and broadens opportunities for all.

As a key community hub, we work closely with families, local schools and organisations to build pride, collaboration and shared responsibility, offering students enriching experiences beyond the classroom.

At the heart of our academy is the belief that Every Child Can. This principle underpins our approach, ensuring ambition, resilience and success for all.



LEA in
Numbers
—
Everyone
Exceptional

971

students educated
by our dedicated
teachers & support
staff every day.

£450^k

invested in 2025
towards alternative
provisions, to ensure
every child can thrive.

18%

students have EAL
(speak English
as an Additional
Language).

29%

students with SEND
thrive at LEA with
tailored support
available if needed.

115

members of staff
make up our
dedicated team
of educators.

Job Description and Person Specification

Post Reference: 2799

Job Title: Principal

Academy Name: Leeds East Academy

Grade: Leadership 34 to 38 (£116,455 to £128,446)

Hours: Full Time

Accountable to: Chief Executive Officer

Job Description

Role:

The Principal is accountable for the educational performance, pastoral outcomes and day to day leadership of the academy. Working within the framework of the White Rose Academies Trust's vision, values, Scheme of Delegation and strategic priorities, the Principal will provide inspirational leadership to ensure the highest standards of teaching, learning, inclusion and safeguarding.

The Principal will lead the academy in line with the DfE National Standards of Excellence for Headteachers (2020), ensuring that excellence is the standard for all learners and staff. The post holder will work closely with the Trust executive team, Local Accountability Board, parents/carers and the wider community to secure sustained improvement and positive outcomes for all students.

The role involves occasional travel across Trust academies and attendance at events and meetings outside of normal working hours.

All post holders at the White Rose Academies Trust are responsible for improving the outcomes for learners and upholding the ethos of the academies. Keeping Children Safe in Education and the guidance for Safer Working Practices directs the work of every adult working at or associated with the White Rose Academies Trust.

Duties and Responsibilities:

Vision and Ethos

- Articulate and lead a clear, ambitious and inclusive vision for the academy that reflects Trust values and promotes social mobility and life chances for young people in Leeds.
- Establish a strong academy culture underpinned by high expectations, equity, respect and aspiration for all.
- Promote inclusivity and belonging through curriculum design, policies, staff development and student voice.
- Act as a visible and principled leader, modelling the highest standards of professional conduct.
- Champion inclusive practice by fostering a culture where diversity is valued, barriers to learning and participation are proactively removed, and all pupils, particularly those with SEND and from disadvantaged or under-represented groups, are supported to thrive and achieve their full potential.

- Demonstrate clear commitment to equality, diversity and inclusion by ensuring policies, curriculum, behaviour systems and staff practice reflect inclusive values, statutory duties, and the Trust's vision for equity, belonging and high expectations for all.

Leading Teaching and Learning

- Establish and sustain consistently high standards of teaching, learning and assessment across all subjects.
- Lead the strategic development of an ambitious, inclusive and well sequenced curriculum that meets statutory requirements and the diverse needs of all learners.
- Use data effectively to evaluate outcomes, identify underperformance and implement timely, evidence based improvement strategies.
- Promote innovation and reflective practice in pedagogy, enabling staff to continuously improve classroom practice.
- Ensure that students are active partners in their learning and contribute meaningfully to the life of the academy.

Developing Self and Others

- Create a culture of professional learning, coaching and collaboration, ensuring all staff are supported to perform at their best.
- Lead performance management in line with Trust policy, setting clear objectives and holding staff to account while promoting wellbeing.
- Play a central role in recruitment, induction and succession planning to build leadership capacity and organisational resilience.
- Foster effective teamworking and shared accountability across all staff groups.

Excellence as Standard: Leading with Impact

- Provide strategic leadership and operational oversight to ensure the academy is well run, compliant and sustainable.
- Work in close partnership with the Academy Business Manager and Chief Financial Officer to ensure robust financial oversight, value for money and effective resource deployment.
- Maintain high standards of safeguarding, health and safety, and statutory compliance.
- Develop strong partnerships with parents/carers, local communities, employers and external agencies to enrich provision and support students' success.
- Ensure transparency and accountability through effective reporting to the Local Accountability Board, CEO and Trust Board.
- Lead and manage change effectively, responding confidently to external inspection, internal review and sector developments.

Equal Opportunities:

- Promote equality of opportunity so that all children, young people, and families can access and benefit from our Trust.
 - Support the wellbeing, safety, and success of all students and young people, enabling positive educational and life outcomes.
-

Professional Responsibilities

- Uphold the professional standards expected of all academy staff in all interactions with colleagues, students, parents/carers, and the wider community.
- Act in accordance with the values, aims, and mission of the academy and White Rose Academies Trust.
- Contribute positively to the continuous improvement of the academy and to personal professional development through participation in training, meetings, appraisals, and by sharing ideas for improvement.
- Work collaboratively as a positive and supportive member of the team, recognising when to seek advice, guidance, or support.
- Apply academy and Trust policies and procedures consistently in all aspects of the role.
- Engage in reflective practice and appropriate continuing professional development (CPD) to improve effectiveness and maintain high standards.
- Contribute to the wider life, ethos, and objectives of the academy, including attendance at relevant meetings, training days, and events as required.

Safeguarding, Compliance and Conduct

- Comply with all academy and Trust policies and procedures, including those relating to safeguarding and child protection, health and safety, security, confidentiality, and data protection, and report any concerns promptly to the appropriate person.
- Take responsibility for safeguarding children and young people and for promoting their welfare, in line with statutory guidance and academy procedures.
- Maintain appropriate professional boundaries and conduct at all times.

Whilst every effort has been made to explain the main duties and responsibilities of the post, not all individual tasks can be identified. The job description may be amended by the Principal or Accounting Officer to reflect or anticipate changes to the role, commensurate with the grade and job title.

The post holder may be required to undertake additional duties, as reasonably requested, to ensure the effective operation of the academy.

The Governors and Principals of White Rose Academies Trust are committed to safeguarding and promoting the welfare of children and young people and to ensuring that safer recruitment practices are in place.

White Rose Academies Trust values diversity and seeks to create a workforce that reflects the communities it serves. Applications are welcome from all individuals regardless of sex, sexual orientation, race, religion or belief, marital status, age, or disability.

White Rose Academies Trust expects all staff and volunteers to share this commitment. Appointments will be subject to Safer Recruitment procedures, including an enhanced Disclosure and Barring Service (DBS) check. A criminal record will not necessarily prevent employment; this will depend on the nature of the offence and the circumstances.

This role involves contact with children and constitutes regulated activity. It is an offence to apply for this role if you are barred from engaging in regulated activity relating to children.

Person Specification

It is essential that the candidate should be able to demonstrate the criteria for the post within the context of the specific duties and responsibilities of the role: Candidates will only be shortlisted for interview if they can demonstrate on the application form that they meet all the essential requirements. Candidates are not required to meet all the desirable requirements; however these may be used to distinguish between acceptable candidates.

You should be able to demonstrate that you meet the following criteria which are all essential:

E = Essential D = Desirable

Measured by:

A = Application Form

T = Test/Exercise

P = Presentation

I = Interview

R = References

Qualifications

E	Degree or equivalent relevant qualification	A C
E	Qualified Teacher Status	A C
E	PGCE or teaching qualification	A C
D	National Professional Qualification for Headship (NPQH)	A C

Knowledge and Experience

E	Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application	A I
E	Knowledge, understanding and commitment to safeguarding and promoting the welfare of students	A I R
E	Ability to form and maintain appropriate relationships and personal boundaries with students	A I R
E	Successful senior leadership experience in a school or MAT context	A I
E	Demonstrated impact on raising standards and improving outcomes	A I
E	Experience of leading curriculum development and innovation	A I
E	Experience of leading organisational and cultural change	A I
E	Strong financial and resource oversight experience, working with business professionals	A I
E	Track record of improving outcomes for disadvantaged pupils and those with SEND	A I
D	Evidence of contributing to whole trust or cross school initiatives (e.g. curriculum design, assessment frameworks, inclusion strategy)	A I
D	Experience of preparing for, or leading through, Ofsted inspection with positive outcomes	A I

D	Experience of representing the school within partnerships, networks or system leadership roles	A I
E	Experience of engagement with parents, communities and external partners	A I

Skills, Attributes and Abilities

E	Strategic leadership aligned to Headteacher Standards	I
E	Ability to lead a fully inclusive and safe learning environment	A I
E	Data literate with the ability to translate insight into action	A T
E	Strong communication and stakeholder management skills	A I
D	Ability to manage complex staffing matters with professionalism and fairness	A I
E	Ability to maintain high standards of safeguarding and welfare	I R

Behavioural and Other Characteristics

E	Committed to continuous improvement	A I
E	Carry out all duties having regard to an employee's responsibility under Health & Safety Policies	A I
E	Willingness to actively participate in training and development activities to ensure up to date knowledge, skills, and continuous professional development	A I
E	Clear moral purpose and integrity	A I R
E	Commitment to equity, inclusion and social justice	A I
E	Resilience, adaptability and sound judgement	I
E	Passion for education and young people's futures	A I
E	Ability to inspire, motivate and develop others	A I R

White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expects all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and an enhanced DBS check.

Please note this role will involve contact with children and you will be engaging in regulated activity. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age, or disability.

Application process

1

Complete Application Form

Click Apply Now and complete the form via Every, including your full employment history.

2

Application Reviewed

Your application will be reviewed against the person specification and role criteria.

3

Shortlisting

The panel confirms shortlisted applicants.

4

Interview invitation

Shortlisted candidates will receive details of the interview process and day.

8

DBS Application

Complete your DBS application and pre-employment health questionnaire via our 3rd party providers.

7

Next Steps from HR

HR will contact you about pre-employment checks and any missing documents or history queries.

6

Appointment Confirmed

You'll be contacted after interview. If successful, confirm acceptance for your HR offer.

5

Interviews

Attend the interview with three original IDs and your listed qualifications, with your completed self-disclosure form.

9

Employment Checks

HR complete all remaining pre-employment checks including overseas and employment gap history.

10

Checks Reviewed

Once complete, checks are reviewed against our statutory and legal obligations.

11


Start Date Agreed

Your line manager will agree a start date with you. HR will then issue your contract.

12

Welcome to the Team!



A portrait of Caitlin White, a woman with long brown hair, wearing a blue button-down shirt, looking upwards and to the right. The background is a light grey gradient.

My WRAT Journey



2019
Teacher of
Science

2020
Assistant Curriculum
Leader of Science

2021
Achievement
Leader

2025
Associate
Assistant Principal
- Assessment

“My journey at LEA began as a recently qualified science teacher. The support and opportunities here have enabled me to grow while making a real impact. It’s a positive, ambitious environment where staff are empowered to develop and students are supported to achieve their full potential, with access to world-class opportunities that enrich their futures.”

Caitlin White *Associate
Assistant Principal - Assessment*

Staff Benefits



Flexible Working

We offer flexible arrangements including term-time only, part-time, and job share opportunities.



Employee CycleScheme

Purchase a bike and accessories through our salary sacrifice scheme for a healthier, greener commute.



Annual leave entitlement

On top of 25 days annual leave, plus bank holidays. Support staff receive an extra 5 days after 5 years' service.



Supporting staff discounts

We support all education staff in accessing Discounts for Teachers, Teacher Perks and Blue Light Card.



Pay awards

Benefit from nationally agreed terms, including STPCD or NJC Green Book, as well as the Real Living Wage.



Eye test vouchers

Free eye tests and up to £69 towards glasses are provided for Display Screen Equipment (DSE) users.



Employee pension scheme

Staff are automatically enrolled in either the Teachers' Pension Scheme or LGPS.



Free flu jabs

To keep our staff safe and protected we offer free flu jab vouchers to all employees across the trust.



Real Living Wage

The trust is proud to confirm that we pay all staff in line with the real living wage £13.45ph.



Car Parking

We ensure all colleagues benefit from free on-site parking at all four of our academy sites.



Employee TechScheme

Salary sacrifice is available to purchase the latest tech after probation.



Family Friendly Policies

We support work/life balance with family-focused policies, including emergency and special leave.



Staff Wellbeing



Employee Assistance Programme

All staff and families can access Health Assured's confidential wellbeing support service with app access.



Mental Health First Aiders

Whether you just need someone to talk to, or you're facing emotional challenges, our MHFAs are on hand.



Headspace

Free access to Headspace to support mental health with meditation and mindfulness tools.



Dedicated Wellbeing Reps

Reps are here to listen to colleague feedback and organise wellbeing initiatives tailored to each academy.



Wellbeing Wednesdays


No more hump day slumps with our midweek breakfast for all staff, served from 7:45am in our refurbished canteen.



Colleague Recognition Schemes

We have a variety of schemes that allows our staff to be recognised and thanked for their hard work.



A close-up portrait of Sean Glover, a man with a beard and short hair, looking upwards and to the right with a slight smile. He is wearing a dark suit jacket, a white shirt, and a blue patterned tie.

My WRAT Journey



2017
Newly Qualified
Teacher Citizenship

2020
Curriculum Leader
Citizenship & RE

2026
Associate
Assistant Principal
for Behaviour

“My career with White Rose Academies began in 2017 as an NQT in Citizenship. I quickly became acting, then permanent Head of Department. I later led Ethics and Humanities, overseeing History, Geography, Religious and Citizenship studies. Now Associate Assistant Principal for behaviour, I oversee behaviour systems, duty operations, and line manage the Reflective Learning Centre.”

Sean Glover *Associate Assistant
Principal for Behaviour*

What our people say...

"I'm proud to work in a school that truly cares about it's community and nurtures the potential of every student. The support and career development I've received have been invaluable, and I find real fulfilment in making a meaningful difference in students' lives each day."

Sara Zaman *Bridge Manager*



"Leeds East Academy is a great school that makes everyone feel welcome, especially me. In Leeds East Academy you strive to thrive in creativity increasing confidence as a student. Leeds East Academy teachers make Leeds East feel like a second home. You can go to if you feel troubled. Leeds East helps to improve behaviour."

Eljea Kubaju *Year 10*



"I have worked at Leeds East for 22 years since starting my career in education. During this time I have been supported to progress from a PE Teacher to Head of Year, Head of Department and now Senior Leader for Quality of Education. It is a privilege to work here; the staff and students make it a truly special and rewarding place."

Sarah Moss *Associate Assistant Principal*



Proud to be part of the White Rose Academies Trust



Alder Tree Academy Primary

Alder Tree Primary is a unique inner-city school in Leeds with 420 pupils. We help every child reach their potential through engaging lessons and strong pastoral support and are proud to be nationally recognised for supporting disadvantaged pupils.

Ofsted "The school values epitomise the school's determination that every pupil will reach their full potential."

Our core values are: **Believe, Belong, Become**



Leeds City Academy Secondary

A vibrant inner-city school in Woodhouse with over 1,000 students from diverse backgrounds. A recent £8.5 million investment has enhanced facilities, supporting growth and improvement, while students and staff work proudly together to achieve even more.

Ofsted "Pupils thrive at this happy and inclusive school"

Vision Statement: **Working In Partnership**

Our core values are: **Aspirational, Caring, Professional, Respectful, Resilient and Tolerant**



Leeds East Academy Secondary

Leeds East Academy is a vibrant, diverse school in Seacroft, housed in a £14 million building. With the ambition of 'Everyone Exceptional', we support students to excel academically and personally, while fostering high standards and strong support for all staff.

Ofsted "The school nurtures pupils so they have the self-belief and resilience to succeed"

Vision Statement: **Everyone Exceptional**

Our core values are: **Resilience, Integrity, Trust, Ambition**



Leeds West Academy Secondary

Known for its welcoming atmosphere and Performing Arts specialism, Leeds West Academy unites and inspires our community through education and opportunity. With a broad, ambitious curriculum and strong pastoral support, every student can reach their full potential, while staff are supported to thrive in a nurturing, high-standard environment.

Ofsted "A happy and inclusive school"

Vision Statement: **Evolving Excellence**

Our core values are: **Care, Commitment, Community**







Leeds East Academy

