



# Candidate Information Pack For Teachers

# Westminster Academy

Welcome to Westminster Academy. Sponsored by the Dangoor family, Westminster Academy is proud to be an Outstanding, non-selective, 11-18 academy and IB World School situated in central London.

At Westminster Academy we are committed to providing each student with the best possible academic and extra-curricular opportunities in a supportive, inclusive community. True to our mission, *“Education is Success”*, we strive to give students the tools they will need to fulfil their highest aspirations, to unlock the future pathways of their own choosing, and to value and make a positive impact on the world around them.

At the heart of our approach is the provision of a supportive, safe, kind environment to allow students to develop as confident young adults. Student welfare is the priority of all Westminster Academy staff, with personal tutors and our pastoral team ever present to ensure students are supported emotionally as well as academically. With an ethos grounded in the IB Learner Profile, the Academy aims to develop students who can collaborate and embrace challenges as Inquirers, Thinkers, Communicators and Risk-takers; students with a growth mindset and an international perspective, who are Knowledgeable, Principled, Caring, Open-minded, Balanced, Reflective.

The Academy has a strong record of academic success, with a passionate and highly knowledgeable staff body who devise engaging lessons to inspire a love of learning and prepare students for academic success and the world beyond. Classroom teaching and learning and rigorous assessment is enhanced by access to a wide range of learning platforms which benefit from AI technology to truly personalise independent learning for students. Our teachers have high expectations and provide interventions and extension activities to ensure each student is meeting their potential and challenged in the process. The breadth of our curriculum allows excellence in core subjects to be complemented by opportunities to develop creativity and expression in the arts, entrepreneurship and ICT mastery in Digital Enterprise, and our core PE classes for each year group ensure students are healthy in mind and body.

## Location



### Address:

Sir Naim Dangoor Centre  
255 Harrow Road  
London  
W2 5EZ

### Nearest Tube Stations:

Royal Oak & Westbourne Park  
(Hammersmith & City and Circle lines)

## What Guides Us at Westminster Academy



Mission: *"Education is Success"*

In 2013 Westminster Academy students chose our Mission: "Education is Success".

We strive to fulfil our Mission through the dedication of a talented teaching faculty and support staff; a high-quality, ever-evolving curriculum; individualised

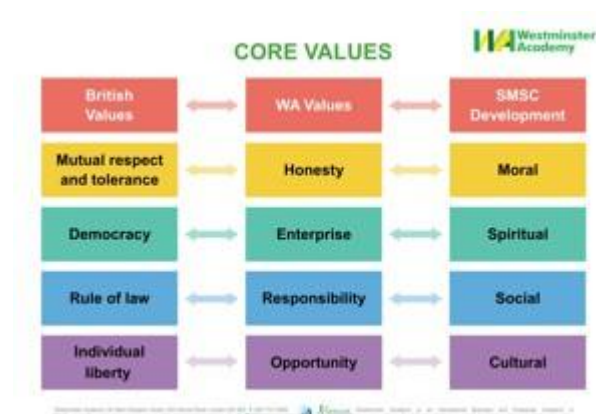
academic support and an extensive extra-curricular activities programme.

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## Ethos

Our ethos is student-centred and a personalised learning experience for every student in a respectful environment so that all of our students are safe, secure and successful.

WA fosters a proud, cohesive, and ambitious staff body through an engaged and innovative professional learning community, where continuous active learning dialogue results in sustained progress for all students and professional growth for all staff.



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## Values

Our HERO values were also selected by our students and underpin personal development, behaviour and welfare at Westminster Academy.

- Honesty
- Enterprise
- Responsibility
- Opportunity

Reflecting on the Academy values and British values forms a key part of personal tutoring at Westminster Academy.



## Welcome from The Principal - Dr Paul Wood



Dear Candidate,

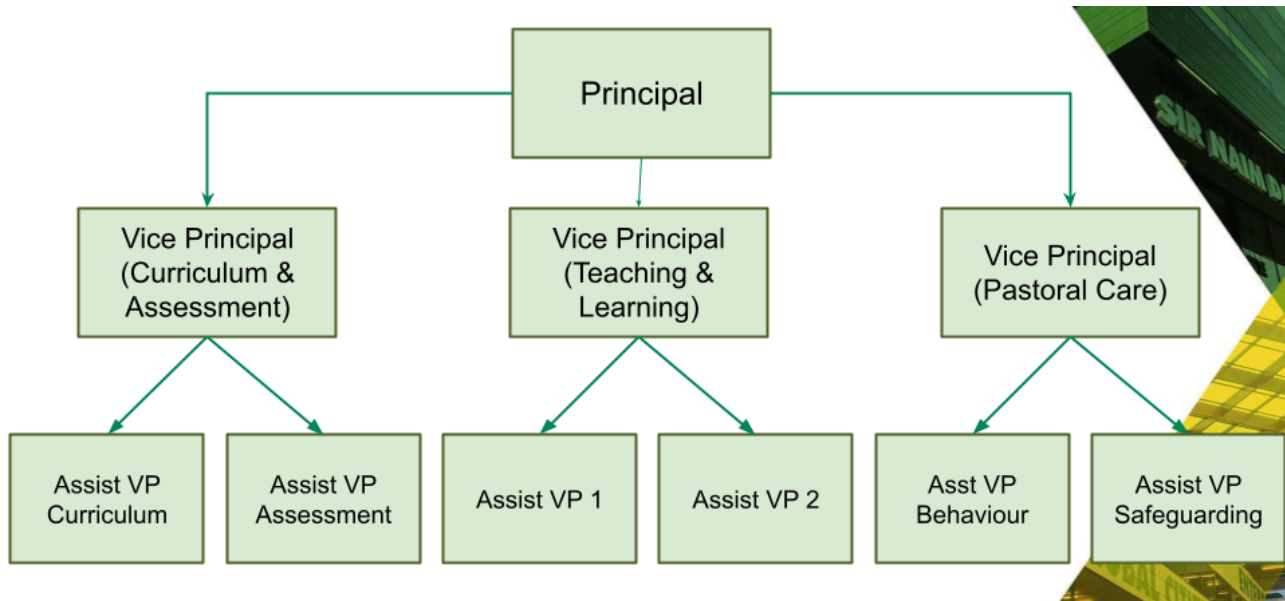
Thank you for your interest in teaching at Westminster Academy. At Westminster Academy we achieve our Mission - **“Education is Success”** - in many different ways. Positive relationships between teachers, support staff members, school leaders, parents and carers are vital for student success, and allows us to provide a supportive, inclusive environment in which students develop as confident young adults. We provide a wide range of academic opportunities for our students, along with guidance and support to help them be successful.

Our WA ethos is underpinned by the [IB Learner Profile](#). We are the only non fee-paying school in London to offer the International Baccalaureate’s (IB) Diploma and Career-related Programmes. The internationally recognised IB qualifications reflect the IB’s own Mission to develop ‘caring young people who help to create a better and more peaceful world through intercultural understanding’.

Ultimately, our success is reflected in what our students take with them when they leave WA, not only in terms of academic outcomes and post-18 choices, but also the impact Westminster Academy students can make on the world by personifying our WA values and ethos. You can see more of our school in this [video](#) and I hope you enjoy finding out more about us.

**Dr Paul Wood, Principal and CEO**

## The Senior Leadership Team



The Senior Leadership Team at Westminster Academy have agreed on a way of working that is conducive to team growth and development. We aspire to:

- Working collaboratively to find solutions
- Respecting and reflecting on different perspectives and areas of strengths from the team members
- Holding each other accountable when required - considering how this can be done in a way which helps everyone to grow
- Role modelling collegiality
- Clear, consistent, timely communication in an organised way
- Being on the same page and this being apparent and consistent for all staff
- A real sense of everyone in the team 'mucking in' and helping out/being flexible when required

## Staff Benefits

### What we offer:

- A competitive salary and benefits package
- Sign up incentives available for experienced IB educators
- An excellent programme of continuing professional development
- Relevant training with the International Baccalaureate for teachers of Key Stage 5
- A commitment to staff well being, including access to the local gym, staff social events,
- Perkbox membership with associated benefits
- Free parking
- Excellent transport links and close to central London for the social life and sights of London

## Job Description

<b>JOB TITLE</b>	Teacher
<b>RESP/GRADE</b>	<b>Salary:</b> WA M1 (34,772) to WA UPS3 (£54,016)  <b>Working Pattern:</b> Monday to Friday: Hours: 08.15-16.45
<b>REPORTS TO:</b>	Director of Learning for subject area
<b>JOB PURPOSE</b> <ul style="list-style-type: none"> <li>To work in conjunction with colleagues as a member of a united co-operative teaching team, responsible for all aspects of students' educational development and learning.</li> <li>To reinforce and uphold the vision, values, mission ethos and strategic aims of the Academy and adhere to the agreed policies and practice of the Academy</li> </ul>	

<b>OVERALL RESPONSIBILITIES:</b>
<b>STUDENTS' LEARNING</b> <ul style="list-style-type: none"> <li>To be responsible for the educational development and learning of the students in assigned groups/classes.</li> <li>To model appropriate dress and behaviour as an excellent role model for students.</li> <li>To prepare and revise, where necessary, long, medium and short term curriculum plans.</li> <li>To assess, record and report on students' development, progress and attainment.</li> <li>To follow the Academy published policies and procedures.</li> <li>To maintain good order and discipline among students, safeguarding their health and safety and welfare.</li> <li>To keep up to date with the latest developments in education through whichever methods are appropriate.</li> <li>Plan and implement strategies where improvement needs are identified. Evaluate the impact of all improvement activities on the quality of teaching and learning within your classroom.</li> </ul>
<b>STAFF SUPPORT</b> <ul style="list-style-type: none"> <li>To work as a team member with other staff to achieve Academy expectations and standards of our students at all times.</li> <li>To seek advice/help from colleagues with specific knowledge if and when necessary.</li> <li>To attend and contribute where appropriate to staff meetings.</li> <li>Monitor and evaluate standards of behaviour and attitude and make</li> </ul>

adjustments appropriately.

- To celebrate the success of former and existing students in your subject area.
- Ensuring students' attitudes to learning are of the highest standards within the curriculum area.

### **LEARNING ENVIRONMENT**

- To maintain a well ordered and tidy work environment.
- To contribute to creating a welcoming and stimulating learning environment.
- Monitor and evaluate the quality of learning, identifying areas for improvement and make adjustments appropriately.
- To improve the impact of teaching on students' learning where needs are identified.

### **COMMUNITY DEVELOPMENT**

- To attend parents' consultation evenings and school functions as planned within directed time.
- To contribute to Westminster Academy's PR and the organisation of events, including the creative use of the website, VLE, text messaging and appropriate applications of future technologies.
- To assist with the coordination of student information and contribute to the Progress Review Days, Parents' Evenings, termly reports and Curriculum Evenings.
- To be aware of and comply with Academy policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person (and any other points in the latest KCSIE DfE document).
- To contribute to the Academy ethos, aim for self evaluation and development/improvement plan.

### **OTHER DUTIES**

- Undertake personal development through training and other learning activities including performance management as linked with the Academy whole school priorities.
- Attendance at all meetings as directed by the line manager and to implement the agreed actions within the required deadline and follow the Academy's line management procedures.
- Recognise your own strengths and areas of expertise and use these to advise and support others. Furthermore, seek appropriate professional development where required.

## **Person Specification**

## Essential Criteria

### Education/Qualifications:

- Graduate
- Qualified teacher status

### Professional knowledge, skills and competences:

- Excellent communication, ICT and presentation skills, both written and oral
- Competence in teaching children with a range of abilities, using differentiation and different learning styles and approaches.
- Detailed knowledge and understanding of Secondary School exams and data requirements, including SIMS, Progress 8, Attainment 8, ALIS and KS3
- A motivator, inspiring confidence in children that they can succeed and achieve their personal best
- Outstanding classroom practitioner and personal tutor
- Understanding the needs of students and how to remove barriers to learning
- Thorough knowledge of exam board requirements and specifications
- An ability to actively engage with students, parents, staff and governors and the local community, in the life of the school
- Working knowledge of national literacy and numeracy frameworks
- Ability to write long, medium and short term curriculum plans

### Experience:

- Experience in relation to all educational data
- Appropriate engagement in action research
- Ability to work in a way that promotes the health, welfare and safeguarding of children as outlined in the latest DfE KCSIE document

### Philosophy and commitment:

- An understanding of and commitment to comprehensive values and the inclusion agenda
- A belief that everyone can benefit from and has an entitlement to high quality educational opportunities
- A personal commitment to lifelong learning and continuous professional development
- Commitment to high standards, best value and continuous improvement
- A “can-do” approach and positive attitude to innovation and change

### Personal qualities:

- Attention to detail
- Leadership potential and excellent team player
- Good interpersonal and motivational skills
- Enthusiasm
- Initiative and self-motivation
- Flexibility, creativity and the ability to think laterally
- Stamina and a capacity for hard work
- Good time management skills
- The ability to be reflective and self-critical



- High expectations of academic attainment, achievement and behaviour
- An ability to influence others, inspire, motivate and innovate within the vision, values and ethos of the school and to drive change appropriately
- An ability to remain calm and perform well when working under pressure
- Show resilience at all times

### Desirable Criteria

#### Professional knowledge, skills and competences:

- Experienced with relevant online platforms (e.g. Arbor)
- Experience of an IB school

## How To Apply

Please send both parts of your completed application form to:

[hrteam@westminsteracademy.org.uk](mailto:hrteam@westminsteracademy.org.uk)

*Please note we do not accept CVs.*

We may interview candidates ahead of the closing date so early application is advised. The Academy reserves the right to interview and appoint prior to the advertised closing date.

### Safeguarding

We are committed to safeguarding children and promoting their welfare. As such there may be additional safeguarding requirements and responsibilities depending on the nature of the role advertised and the extent to which the role will involve contact with children.

*We expect all staff to share our commitment to safeguarding.*

A professional social media check may take place to reduce risks to reputation, confidentiality breach and data security. The check identifies a candidate's online presence to look for negative behaviours such as bullying, racism, nudity and excessive bad language.

**The post is subject to an enhanced Disclosure and Barring Service check.** This role is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020, as the work brings employees into contact with children who are regarded by the Act as a vulnerable group. Applicants for any role at Westminster Academy must disclose all spent and unspent convictions.