



**ATHENA**  
LEARNING TRUST

# Vice Principal

## Application Pack

**Closing date:**

17th April 2023, 9am

**Interview date:**

19/20th April 2023

[www.athenalearningtrust.uk](http://www.athenalearningtrust.uk)





**Job Title:** Vice Principal

**Start date:** September 2023

**School base:** Atlantic Academy

**Contract type:** 1.0 FTE

**Closing date:** 17th April 2023, 9am

**Interview date:** 19th/20th April 2023

**Salary:** L14 – L18 (£61,042 - £67,351)

**Contract term:** Permanent

At Athena Learning Trust, we are inspired by wisdom, creativity, collaboration, innovation and learning. At our six schools - Altarnun Primary, Atlantic Academy, Bideford College, Egloskerry Primary, Launceston College, and Launceston Primary School – we are dedicated to providing a learning environment that develops all to their full potential.

We believe that education is the key to unlocking a better future, and our mission is to support all schools and their communities in achieving world-class education. With many years of experience in the field, we understand that knowledge brings freedom - freedom from illiteracy, innumeracy, and exclusion from learning. We are passionate about helping schools to provide the education to bring opportunity, choice and freedom to all.

Atlantic Academy is seeking an inspirational and motivated Vice Principal to join their senior leadership team, within a forward-thinking Trust.

This is a fantastic opportunity to further your leadership skills and shape the strategic growth of an improving school.

We are seeking applicants who are aligned with our values and have the talent and passion to deliver our vision successfully. You will be joining a team of dedicated individuals who are committed to fostering a positive school culture and community that encourages interaction, friendship, collaboration, understanding, and cultural diversity among students and staff.

If you want to make a meaningful impact and support the leadership and improvement of the trust while taking advantage of the lifestyle that our beautiful coastal settings provide, we want to hear from you. Apply now and be a part of our dedicated team working towards a brighter future for all of our students.



These are just a few of the reasons to join Athena:

**People:**

Our teachers, leaders and staff are great people and a great team together

**10 inset days:**

We love learning together; we devote 10 inset days a year to all-staff CPD

**No burnout:**

We cut low-impact workload and champion staff wellbeing

**Distraction-free:**

We help bring about distraction-free learning

**Backing:**

We back our teachers 100%, with access to practical support when it's tough

**Impact:**

We improve our children's reading, revision, results and life chances

**Leaders:**

We see every staff member and student as a future leader

**Time:**

We value staff time really highly and devote ourselves to always investing it well

**Balance:**

We want staff to enjoy holidays to do things that make us happy and healthy

**Wellbeing:**

We give all our staff access to a range of wellbeing and employee benefits

## Why Athena?

At Athena Learning Trust, we pride ourselves on creating an inclusive and diverse work environment where staff happiness and wellbeing are a top priority. As part of our team, you'll also have access to a range of benefits, including:

- Competitive pay and opportunities for professional development, as we are a growing trust
- Generous holidays and access to the outstanding teacher pension scheme
- Perkbox, our benefits scheme that offers a wide range of savings and perks
- An employee assistance programme to support your health and wellbeing
- Modern, well-equipped schools, with outstanding facilities and on-site parking
- The option to participate in a nationally recognized cycle to work scheme
- Access to quality CPD to ensure professional success and personal satisfaction
- A team of dedicated staff who are passionate about supporting teaching and learning
- A trust culture which is creative, innovation, fun, fair, developmental, values diversity and inclusion and which is supportive of staff and pupils

Join our team and be a part of an organisation that is committed to providing an excellent education for all students, regardless of their background or circumstances. Apply now and experience the difference in a rewarding and meaningful career in education.

Thank you for your interest in the position of Vice Principal at Athena Learning Trust.

If you have any questions, or if you would like a further discussion about the role, in the first instance please contact our People team: Tel: 01566 701683 E-mail: [people@athenalearningtrust.uk](mailto:people@athenalearningtrust.uk)





## Job Description:

Job Title: Vice Principal

Grade: L14 – L18

Responsible to: Principal

### Important Functional Relationships:

Internal: Principals, senior leadership and teaching staff, as well as Governors and Trust Shared Service.

External: local/national improvement networks

### Main Purpose of Job:

The Vice Principal is a key member of the senior leadership team. Responsible for leadership and management, they will ensure all staff work according to academy and trust values to secure the highest possible standards and outcomes for all our students.

The post holder will continue to embed disruption free learning and will lead in ensuring the behaviour and attendance systems are effective and applied consistently across the academy to achieve whole school aims and the delivery of a world class curriculum.

## Key Responsibilities:

- To substitute for the Principal in their absence
- To lead in continuing to embed disruption free learning across the academy, working alongside the Assistant Principal all aspects of student behaviour in the academy and off-site provisions
- To line manage key areas within the academy with leadership and accountability for a key curriculum area
- To reduce suspensions through the development of a network of behaviour support programmes
- To ensure inclusivity is at the heart of our practices and protocols and that exclusion rates decrease by exploring all avenues, including managed moves and off-site provision
- To lead, plan and implement effective and consistent behaviour systems, routines and provisions on a whole-school basis
- To lead, plan and implement effective and consistent attendance policies and systems on a whole-school basis
- To lead and contribute to an ethos in the college where the student is valued and encouraged to develop both educationally and personally
- Promote the highest educational standards, commit to lifelong learning and continually improve outcomes for all
- To work within the leadership team to ensure the provision of alternative provision to vulnerable students who are either at risk of exclusion, repeated internal exclusion students, unable to cope in mainstream education or students that are being reintegrated into the college from off-site provision.
- To work within the leadership team to ensure the full implementation of the academy's curriculum intent for all students in our on-site alternative provision
- To work alongside the leadership team/DSL to ensure safeguarding and attendance protocol are followed and continuously reviewed and developed



## Person Specification

### Qualifications:

Must be a qualified teacher, preferably with a bachelor's degree in education or related field. Further professional studies/NPQH would be an advantage along with evidence of relevant CPD.

### Knowledge:

- Knowledge around the science of learning
- Knowledge of evidence-informed teaching practice.
- Knowledge of evidence-informed CPD practice. Be a well organised, purposeful leader of systems and processes.

### Experience:

- Experience of leading highly effective secondary school practice with demonstrable impact in improving and leading standards
- Experience of coaching, mentoring, directing and challenging staff
- Experience improving outcomes for students through excellent classroom practice and in promoting and implementing pastoral initiatives, behaviour, CPD
- Experience of developing and implementing cross-phase collaboration, subject and leadership networks
- Successful proven experience of promoting inclusion, equality and diversity
- Experience of managing budgets, people and resources effectively and in accordance with the scheme of delegation
- Experience of formal communications and procedures, including exclusions

### Skills and Abilities:

- Demonstrate a passion and commitment to education and to improving the aspirations and outcomes for pupils
- Demonstrate consistently high standards of teaching and able to build shared expertise around these standards, giving clarity, direction and accountability for key areas and departments.
- Be a high-quality leader with the ability to inspire, lead and empower staff and pupils to perform and achieve their best
- Able to work collaboratively across the college leadership team and as a whole, with the ability to build and draw on the strengths of others to generate outstanding results

- Able to analyse issues, make informed judgements and take appropriate actions and accept responsibility for results
- Organise, break down, and prioritise solutions to complex challenges, through personal effort, experience, and by delegating effectively to others.
- Demonstrate a high degree of personal integrity and resilience and be committed to maintaining and developing strong, positive relationships with pupils, staff, parents, other schools, and people and organisations important to the running of the school.
- Committed to the college and wider trust's existing values but also prepared to challenge and develop current practice.
- Able to contribute to the wider co-curricular offer at the college.

### Attributes:

- Good interpersonal and relationship management skills including being able to influence, negotiate and deal with conflict
- Committed to improving the life chances of young people and motivated by a desire to provide high standards of service delivery
- Able to confidently explain ideas, concepts, deliver presentations CPD and training to a range of stakeholders
- Positive, professional and able to demonstrate an understanding and commitment to equal opportunities and diversity
- Willingness to occasionally work flexibly outside usual working hours and attend evening meetings
- Able to travel to other trust sites with own vehicle and current licence

### To apply:

To apply for this job, please complete our application form on the website.



We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are warmly invited.

### Safeguarding Statement:

Athena Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to DBS clearance and appropriate pre-employment checks.

