

Candidate Briefing Pack

Job title: Vice Principal (Teaching, Learning & Curriculum)

Closing date: 15th May 2026

Welcome from our Principal.

Dear candidate,

Thank you very much for your interest in joining Winston Way Academy. I am delighted to introduce you to our academy, and I hope that this application pack provides you with an overview.

I am the proud Principal of this vibrant and inclusive community. Located in the heart of Ilford, Greater London, our academy is dedicated to fostering a nurturing environment where every student can achieve their full potential.

At Winston Way Academy, we envision a world where every student is inspired to learn, grow, and succeed. Our commitment to academic excellence, personal development, and community engagement drives us to provide a holistic education that prepares our students for the challenges of the future.

Our mission is to deliver a high-quality education that is accessible to all. We strive to create a supportive and stimulating learning environment where students are encouraged to explore their interests, develop critical thinking skills, and become lifelong learners.

We are dedicated to academic excellence, offering a rigorous and diverse curriculum that challenges and inspires. We support the social, emotional, and physical well-being of our students, and we build strong partnerships with families and the local community to enhance the educational experience.

Our values of respect, enthusiasm, determination, creativity, confidence & ambition are at the core of everything we do. We foster a culture of mutual respect and understanding, uphold the highest standards of honesty and ethical behaviour, and strive for excellence in all our endeavours.

Winston Way Academy is more than just a school; it is a vibrant community of learners, educators, and families. We believe that education is a collaborative effort, and we work closely with parents and guardians to ensure that every student receives the support they need to thrive.

Our school is part of United Learning, which means our teachers benefit from the best pay in the sector, three extra INSET days protected for your own planning, guaranteed paid personal days, great training for your career, and more.



If you are aligned with our mission and values, we very much look forward to hearing from you.

Good luck with your application and thank you again for considering Winston Way Academy we look forward to hearing from you.

If you have any questions regarding this role, please contact HR at HR@winstonwayacademy.org.uk.

We highly encourage visits to the school.

Best wishes,

Mr David Booth
Principal
Winston Way Academy



United Learning
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination

Job Description

Job title: Vice Principal
Location: Winston Way Academy
Salary: £78,672 FTE
Contract type: Full-time
Responsible to: Principal
Responsible for: Teaching, Learning & Curriculum

Role & Purpose

The Vice-Principal (Teaching, Learning and Curriculum) at Winston Way Academy will be an inspiring, dynamic, and highly skilled leader who plays a central role within the senior leadership team. They will work collaboratively to drive academic excellence, champion consistently high-quality teaching and learning, and ensure every pupil experiences a rich, ambitious curriculum that enables them to thrive. Embodying United Learning's values of ambition, determination, respect, and excellence, the Vice-Principal will cultivate a culture of high expectations, intellectual curiosity, and a genuine love of learning.

A core responsibility of the role is to improve pupil outcomes by leading, embedding, and continually refining outstanding teaching and learning practices across the academy. This includes ensuring consistently strong pedagogy, rigorous and purposeful assessment, and impactful professional development that empowers staff at all stages of their career. The postholder will model exemplary practice, drive professional learning communities, and secure the conditions in which exceptional teaching flourishes.

The Vice-Principal will also lead the design, development, and review of an innovative and coherent curriculum rooted in academic ambition, creativity, and inclusivity. They will ensure the curriculum provides clear progression, breadth, and challenge while integrating effective use of educational technology to enhance learning and prepare pupils for a rapidly evolving world. A forward-thinking approach to curriculum leadership—including digital strategy, subject leadership development, and enrichment—will be essential.

Working closely with the Vice-Principal for Inclusion, the postholder will establish and maintain robust systems that uphold the highest standards in all aspects of school life. Together, they will ensure pupils' academic, personal, and social development is supported through well-coordinated structures that promote aspiration, achievement, and wellbeing.

The Vice-Principal will contribute to the academy's role as a catalyst for social change, raising expectations and improving outcomes for pupils, families, and the wider community. They will nurture strong and meaningful partnerships with United Learning, the East London Cluster, and external stakeholders to maximise opportunities and strengthen the academy's position as a valued community hub.



As a key member of the senior leadership team, the Vice-Principal will deputise for the Principal when required, exercising confident, strategic, and compassionate leadership. Although this is a non-class-based role, the postholder may undertake teaching responsibilities at the direction of the Principal to model excellence and support high-quality provision.

Key Responsibilities

Leadership and Management

- In collaboration with the Principal & Vice-Principal for Inclusion, make a substantial contribution to realising and implementing the school's vision, values, and mission.
- Lead and contribute to the development, implementation, and evaluation of policies, practices, and systems across the academy.
- Support, develop, and challenge senior and middle leaders, as well as teaching and support staff, through effective appraisal, high-quality professional learning, and strategic line management.
- Promote a culture of professionalism by building positive, respectful, and collaborative relationships across the school community.
- Oversee the strategic leadership of coaching, training, and staff development for colleagues at all levels, ensuring professional growth is embedded and aligned to school priorities.
- Act as a highly visible and proactive leader, demonstrating initiative, a growth mindset, and a rigorous approach to all responsibilities within the Senior Leadership Team.
- Communicate promptly, professionally, and effectively—both orally and in writing—with a wide range of stakeholders.
- Engage with leaders in other schools, within United Learning and beyond, to build productive partnerships that enhance the academy's development.
- Ensure the school is fully prepared for any external scrutiny through contributions to the School Improvement Plan, the collation of relevant evidence, and rigorous analysis of student and staff performance.
- Model outstanding teaching and exemplify best pedagogical practice.
- Share responsibility with the Senior Leadership Team for the daily administration and operational management of the school, including lesson visits, supervision duties, gate duties, and a range of quality assurance activities.
- Deputise for the Principal in their absence, providing strong, confident, and reliable leadership

Progress and Outcomes

- Ensure a relentless focus on progress at all key stages and EYFS by leading the strategic use of data at all levels of the school with the Vice-Principal for Inclusion.
- Ensure that there is a culture of high aspiration among all staff and a belief that all students in the school, regardless of their starting point can make outstanding progress
- Develop ways in which students can engage with attainment, achievement and engagement data in a way which motivates and engages, builds resilience and encourages a growth mindset



- Develop ways to engage parents in the data related to their child's engagement, attainment and progress
- Ensure all staff and governors receive regular and relevant training which ensures that there is a secure understanding of data across all stakeholders

Leadership of Teaching and Learning

- Regularly articulate a clear vision for excellent teaching and learning to all stakeholders in the school
- In collaboration with other members of the Senior Leadership Team embed the principles of excellent teaching and learning in the practice of all teachers so that outcomes continue to improve for all cohorts of students across the school
- In collaboration with other members of the Senior Leadership Team ensure all Curriculum Leaders have exposure to as much pedagogy and practice as possible so that they can accurately evaluate the quality of teaching in their team, and can support their colleagues to achieve a consistently high standard of delivery in the classroom
- Ensure technology is used effectively to support innovative approaches to Teaching and Learning using United Learnings Digital Strategy

Curriculum and Assessment

- Ensure there is a shared understanding of the intent and ambition of the curriculum by all staff, students and parents
- Determine the balance of the core curriculum at each Key Stage which will ensure students are able to develop the appropriate depth and breadth of skills and knowledge required to prepare them for future academic success
- Systematically review the EYFS, KS1 and KS2 curriculum to ensure it is sufficiently rigorous and is underpinned by a sound and appropriate assessment plan
- Embed the critical skills of oracy, literacy and numeracy across the curriculum at each Key Stage
- Lead the development of a character curriculum which ensures students develop the learning behaviours, routines and structures and personal qualities necessary to be active, autonomous and successful learners and citizens
- Ensure technology is used effectively to support innovative approaches to Curriculum & Assessment implementation through the use of United Learnings Digital Strategy

School Operations

In collaboration with the Vice-Principal for Inclusion:

- Secure outstanding outcomes for students by ensuring that all school systems are fully exploited to ensure the smooth running of the school and to fully inform and optimise the responsiveness and strategic planning by all school leaders
- Lead the creation, coordination and communication of school calendars including whole school, parents' evenings, assessment and reporting to ensure there is alignment and coherence and a manageable workload for all staff across the year
- Oversee the assignment of planned and unplanned cover



- Lead the quality assurance process for the key areas of the work of the school to ensure school leaders have absolute clarity about the school's strengths and areas for improvement
- Determine the planned response to informal evaluative, and formal quality assurance activities, to ensure that engagement with staff about their practice is frequent and meaningful, and that evidence is used robustly to underpin plans for improvement
- Ensure that senior and middle leaders are trained to expertly evaluate the quality of provision in their area of responsibility, so that they can formulate a precise plan of action to rapidly address areas for improvement
- To provide cover for Teachers both short-term and long-term inline with the needs of the school
- To be a member of the Safeguarding Team
- Provide support across the East London Cluster & United Learning Trust when directed by the Principal

Any other duties as reasonably required to support the needs of the school.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually

About You:

We are looking for an individual who:

- Has a substantial track record of effective Senior Leadership and School Improvement linked to Teaching, Learning and Curriculum
- Brings creativity, drive, energy, and a commitment to delivering exceptional outcomes at a fast pace.
- Has excellent interpersonal and organisational skills to inspire pupils and collaborate with colleagues.

Person Specification

Education and Qualifications

	Essential	Desirable
Qualified Teacher Status (QTS)	Y	
Degree or Degree / PGCE.	Y	
DSL Training	Y	
Leadership Qualification		Y

Skills and Knowledge

Ability to articulate a vision and to inspire others	Y	
--	---	--



United Learning
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination

Clear vision for what constitutes first class educational provision	Y	
Excellent organisational and communication skills	Y	
Precision and attention to detail	Y	
Ability to initiate and manage change which leads to school improvement	Y	
Clear understanding of the pedagogy that underpins high quality teaching and learning	Y	
Ability to analyse and use data to identify targets for improvement and tangible actions for improvement	Y	
An ability to support and challenge colleagues to improve their performance	Y	
Record of strong academic results achieved by students recently taught	Y	
Delivering high quality teaching within a school.	Y	
Strong safeguarding knowledge in the primary setting & member of the safeguarding team	Y	
Designated Safeguarding Lead		Y
Contemporary understanding of key educational issues and developments	Y	
An understanding of current teaching and learning styles and methodologies, including the effective use of Digital Strategies in the classroom	Y	
Understanding of different strategies to manage behaviour and social skills development in a classroom and school context	Y	
The monitoring, assessment, recording and reporting of pupils' progress.	Y	
Ability to work flexibly: self-evaluative adapting to changing circumstances and new ideas.	Y	



Experience

Positive and sustained impact as an Assistant or Deputy/Vice Headteacher/Principal and a range of responsibilities undertaken to date	Y	
Experience of regular liaison with parents and carers	Y	
Delivery of exceptional training, development and professional learning to colleagues	Y	
Line Manager/appraiser of teaching/associate staff	Y	
Budgetary control and financial management		Y
Working with children across the age and ability range appropriate to the role	Y	
An outstanding teacher who continually invests in their professional development.	Y	
Experience of strategic medium- and long-term planning in response to self-evaluation and quality assurance	Y	
Understanding of how technology can support teaching and learning and other critical school functions	Y	

Teamwork

Recognises the contribution and achievement of colleagues	Y	
Treats others fairly, openly and consistently	Y	
Expresses disagreement or challenges views calmly, constructively and tactfully	Y	
Supports and cooperates with colleagues	Y	

Personal Attributes

A passion for working with young people	Y	
A moral purpose to provide the best possible educational experience for every child which guides leadership actions	Y	
A team player but able to work on own initiative	Y	
Ambition for all students regardless of their starting point	Y	



United Learning

The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination

A confident public speaker	Y	
A willingness to take responsibility for difficult decisions	Y	
A commitment to challenging prejudice, inequality and racism in order to create an inclusive and safe community for all	Y	
Loyalty, personal integrity and discretion leading to an ability to maintain confidentiality and to respond sensitively to the needs of others	Y	
Professional ambition and a commitment to continual professional learning and self-improvement	Y	
Flexibility, emotional intelligence, and enthusiasm	Y	
Maintains confidentiality and discretion	Y	
Able to make connection between their work and the benefits to pupils	Y	
Good written and verbal communication skills	Y	
Ability to prioritise and manage workload while maintaining a flexible response to urgent requests	Y	
Good interpersonal skills and ability to work with staff and stakeholders at all levels	Y	
Organised and good attention to detail	Y	
High expectations of self	Y	
The ability to act on advice and be open to coaching	Y	
A commitment to extra-curricular activities	Y	
A continued interest in developments in teaching and learning	Y	
The ability to motivate others	Y	
The ability to establish effective working relationships with individuals, groups and organisations	Y	
The ability to remain calm and diffuse situations	Y	
A commitment to supporting the school's aims, vision and ethos	Y	
Adaptability and resilience, with the ability to cope professionally with periods of work pressure with a sense of proportion	Y	
Energy and commitment to professional responsibilities and to the betterment of all pupils	Y	



A willingness to contribute to the wider life of the school	Y	
---	---	--

Rewards and Benefits

Our pledge, to all our academy teachers, is that by working for us you will benefit from **more pay, more time, and more support.**

More pay...	more time...	and more support
<ul style="list-style-type: none"> We pay an average of 5% above national scales – the best rates of pay in the sector Cash towards medical treatment Generous staff discount scheme 	<ul style="list-style-type: none"> Three extra INSET days for planning At least one personal day a year 	<ul style="list-style-type: none"> Great training for your career Exceptional curriculum resources Expert subject advice Support for your wellbeing

How to Apply

To join our dedicated and talented team, click apply here <https://www.winstonwayacademy.org.uk/vacancies>

United Learning is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share this commitment. All positions are subject to an Enhanced Disclosure and Barring check from the Disclosure and Barring Service (DBS) and shortlisted candidates will be subject to an online check.

The closing date for this post is 15th May 2026.

Interviews will be held on either the 19th or 20th of May 2026.

For more information about this role, please contact:

Name / title: Umbereen Azim, HR Officer

Telephone number: 0208 478 5626

Email address: HR@Winstonwayacademy.org.uk



United Learning
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination

About United Learning

United Learning is a Group of schools which aims to provide excellent education to children and young people across the country. We seek to improve the life chances of all the children and young people we serve and make it our mission to bring out ‘the best in everyone’ – pupils, staff, parents and the wider community. We uniquely comprise schools in both the state and independent sectors.

As a Group, we can offer more to both staff and young people than any single school could offer alone. The growing range of outstanding group-wide activities that we can provide will mean that more young people will have truly exceptional and inspiring experiences.

We believe that our Group contains the most developed relationships and practical interaction between independent and state schools in the country, creating benefits for all the schools involved.

United Learning comprises both United Church Schools Trust, which operates our fee-paying independent schools, and United Learning Trust, which operates our state-funded academies.

To find out more about United Learning, please visit the website www.unitedlearning.org.uk.



United Learning
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination