



Vice Principal Wren Academy Enfield

Closing Date: 9.00am Monday 17 April 2023
Interview: week commencing Monday 24 April 2023
Start Date: September 2023





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**Wren
Enfield**

Wren Academy Enfield

**3 Chace Village Road
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**Telephone: 020 3150 4604
Email: enfield@wrenacademy.org
Web: wrenacademyenfield.org**

**Executive Principal: Gavin Smith
Vice Principal: Ertunc Hussein**

March 2023

Dear Colleague

Wren Academy Enfield – Vice Principal

Wren Academy Enfield is a vibrant and dynamic Church of England (CofE) school that is in its third year of existence after opening in 2020. We are seeking a highly motivated and experienced Vice Principal to join our team as the school enters its next exciting stage of development.

We believe in a holistic approach to education which promotes academic excellence, character development, and wellbeing. Our focus is on developing students who are confident, independent thinkers and responsible members of society. This is achieved through a combination of innovative teaching practices and a strong emphasis on extracurricular activities.

As Vice Principal, you will play a crucial role in achieving our vision as the school grows and plans for the start of its Sixth Form. You will work closely with the highly effective leadership team to provide direction and support to our talented staff. This will involve being responsible for overseeing the day-to-day operations of the school and developing an innovative curriculum which will ensure that students make excellent progress in a caring, inclusive, and engaging learning environment.

If you decide to apply, please follow this guidance carefully. Your completed application form, together with a supporting statement of not more than two sides of A4 using 12 point font must be submitted by 9.00am on Monday 17 April 2023. Applications will be considered as they are received. You may send your application in hard copy to the address above or by e-mail to wrenhr@wrenacademy.org.

Finally, thank you for taking on the demanding and time-consuming task of preparing your application for this role. I look forward to meeting you if you are selected for interview.

Yours sincerely

**Ertunc Hussein
Principal**



Vice Principal

Leadership Scale: L22 – L26

Required for September 2023

The opportunity has arisen for an exceptional leader to take up the position of Vice Principal at Wren Academy Enfield.

Wren Academy Enfield is a Free School which opened in September 2020. It is the second school to be opened by the Wren Academies Trust which is jointly sponsored by the London Diocesan Board for Schools (LDBS) and Berkhamsted School. Wren Academy Enfield has been closely modelled on the highly successful Wren Academy Finchley, but every effort has been made to ensure that a distinctive ethos and approach is created which matches the needs and aspirations of the students who join the school. The Vice Principal will work alongside the Principal in developing all aspects of the curriculum and ensuring that systems and structures enable all students to reach their full potential.

We wish to appoint a colleague to this post who has:

- Outstanding leadership and communication skills.
- The ability to contribute effectively to the strategic development of our school.
- The drive and determination to set the highest standards in all aspects of the role.
- A minimum of three years' experience of being part of a secondary senior leadership team.
- A strong teaching background with a track record of outstanding GCSE and A Level delivery.
- Evidence of ambition and a commitment to continuing professional development.
- The ability to maximise the performance of all students to ensure the very best progress is attained.

Closing date: 9.00am on Monday 17 April 2023, but applications will be considered as they are received. Interviews will take place week commencing Monday 24 April 2023.

For an application pack please see our website: [Recruitment - Welcome to Wren Enfield \(wrenacademyenfield.org\)](https://wrenacademyenfield.org)

The Wren Academes Trust is committed to the highest standards of safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts which will be subject to enhanced checks.

The Trust embraces diversity and promotes equality of opportunity. We wish to further develop a diverse community and encourage applications from all sections of society.

Wren Academy Enfield - Academy Information 2023/2024

The Wren Academies Trust is sponsored by the London Diocesan Board for Schools (Church of England) and Berkhamsted School. Since opening in September 2020 the school has been closely modelled on the successful Wren Academy Finchley whilst creating a distinctive vision and ethos which matches the needs and aspirations of Enfield students who join the school. It is planned that the school will repeat the success of Wren Academy Finchley which has achieved some of the best GCSE progress results in the country and has created a highly successful academic Sixth Form.

Wren Academy Enfield is a comprehensive school, which welcomes students whatever their previous academic attainment, then does all it can to maximise their academic and social potential. We are a vibrant and culturally diverse learning community where all members benefit from our distinctive and inclusive Christian vision inspired by the encounter of Zacchaeus with Jesus (Luke 19v1-10) and the exhortation found in Micah 6v8 to 'Do justice, love kindness and walk humbly with your God'.

The curriculum is innovative, challenging and engaging. There is an extended school day with lessons of varying lengths, single gender teaching in core subjects and an extensive timetable of enrichment activities. Each half term Focus Days are organised when the usual timetable gives way to in depth study of a range of issues relating to PSHE, the Academy specialism and our ethos. To further support learning and social development, a House system is in place which is organised into vertical tutor groups of students in Years 7-10.

Single gender teaching takes place in English, Mathematics and Science and is in place to promote strong outcomes for both girls and boys. The approach has been highly successful at Wren Academy Finchley where there is a higher proportion of girls studying Mathematics and Physics A Levels and then related degrees than would normally be the case. Similarly, the number of boys in English A Level classes, and then studying the subject at university has also been strong.

Inspired by Sir Christopher Wren, our specialism is Design and the Built Environment. Key skills associated with the specialism, such as planning and creativity, impact across all subjects. We work closely with a range of public and private sector partners in delivering the specialism and in ensuring it enhances but never dominates our curriculum. Given the proximity to the Chase Farm Hospital we are exploring ways that the specialism can incorporate the field of medical science to the benefit of all students.

We develop students' learning skills and attitudes through our immersion in a strong learning philosophy. This is based on the 6 Rs which encourages students to be:

- Resilient
- Relational
- Reflective
- Redemptive
- Resourceful
- Reverent

All learning is supported using digital tablets which are an expected item of equipment for every student. The use of the technology enhances learning within the classroom and at home whilst also being fully utilised to support student progress.

Colleagues are encouraged to innovate and to develop new ways of learning and working together. Taking advantage of the curriculum and lesson planning from Wren Academy Enfield, teachers develop and enhance existing learning resources to create exciting curriculum opportunities for the benefit of students in both schools.

All teachers joining Wren receive a high-quality professional development experience. We hope that simply by working at the new academy, teachers will become better practitioners and that much of the best professional development will be found in working with Wren colleagues. However, we explicitly prioritise CPD with an innovative programme which provides 3 discrete hours for the development of teachers. Within this structure there is a focus on engaging with the latest educational research, with many colleagues undertaking research projects related to their practice. Therefore, we are looking to recruit teachers who are keen to become the very best teachers whilst focusing on ensuring excellent progress and the creation of firm foundations which will lead to GCSE and A Level success.

Our new buildings which we occupied in December 2022 are architecturally impressive and provide an exceptional teaching environment with breath-taking views across the greenbelt and into London. As well as a range of good-sized well-equipped classrooms the site benefits from the following features:

- A welcoming and pleasant restaurant area for both staff and students which is set at the heart of the school.
- Dance studio, extensive gym, and assembly hall.
- Impressive Sixth Form social and study areas.
- Excellent performance spaces both in and outdoors.
- Pleasant outdoor social and learning areas for both staff and students.

The development of a second academy has led to collaboration and innovation opportunities which benefit all staff and have improved the provision of both schools. Many professional development opportunities have been created which ensure that all colleagues are well equipped and encouraged to be effective in their role.

At Wren you will be given time to plan and evaluate your lessons and intervention strategies. You will be part of a learning dialogue with colleagues for which time is set aside. Most importantly of all, you will be working with young people who are talented and enthusiastic about their learning. We believe that observing other teachers and having them observe you is a professional entitlement and especially important given our focus on quality first teaching. It is an expectation that all Wren teachers will be confident and open in seeing lesson observation as a key element of how we learn as professionals.

We are looking to recruit excellent teachers who have the desire to develop further. We want to appoint colleagues who possess real curiosity about the ways in which children learn most effectively and who are always seeking to extend their practice into new areas and learning activities. It is important that Wren teachers are ambitious both for themselves and for their students.

Other benefits of teaching at Wren Academy Enfield:

- Children of colleagues working at Wren for over two years will be given priority for a place at the school.
- Career development opportunities in a successful and growing Multi Academy Trust with plans to expand further.
- Excellent professional development opportunities including support for programmes of further study and planned career development.
- Free refreshments and a lunchtime allowance.
- Timetabled professional development time during the school day.
- Planning and evaluation time during the school week.

The Wren Academies Trust is a MAT with plans to develop beyond two schools. This will provide further exciting professional development opportunities for the successful candidate.

More details on the curriculum, structure and vision of the Academy are available on our website, www.wrenacademyenfield.org.

WREN ACADEMIES TRUST

Wren Academy Enfield

Job Description: Vice Principal

Reporting

The Vice Principal will report to the Principal, Wren Academy Enfield

Job Purpose

To support the Principal in providing a clear vision, professional leadership and effective management for Wren Academy Enfield deputising for the Principal in their absence.

To help secure the success and development of the Academy, ensuring high standards of learning and achievement for all students whilst promoting their wellbeing.

To have overall responsibility for the development of teaching and learning approaches across the curriculum and to line manage a number of Assistant Principals and Middle Leaders.

Together with the Principal, to enact and promote the Academy's Christian vision within a multi faith community.

To live the values of justice, kindness and humility in a way which challenges all members of the community to fulfil their potential and make a positive contribution.

Key Tasks

Whole School Leadership

1. Ensure that the shared Christian vision is clearly articulated, shared, understood and acted upon effectively by all members of the school community.
2. Play a leading role in formulating the aims and objectives of the Academy; in helping to create policies which are then evaluated thoroughly.
3. To have a highly visible presence within the Academy which supports students and staff to meet the highest standards of conduct.
4. Support the induction of all new staff.
5. Maintain and develop the systems required for an effective duty rota, break and lunchtime schedule and on call rota.
6. To maintain and extend productive relationships with parents and carers which empowers them to support their children in all aspects of their education.
7. To support the work of the Local Governing Body (LGB), including attendance at all committee and some full meetings.
8. Be involved in the selection and recruitment of all staff.
9. To engage in relevant professional development and to encourage all staff in their personal growth and development.
10. To implement and lead the Performance Management process.

Curriculum

1. To ensure the highest standards of teaching and learning are maintained for all students.
2. To lead on creating and developing a high quality and ambitious curriculum which enriches students and enables them to make the very best progress.
3. To devise and implement the best educational pathways and course choices for all students.
4. Ensure plentiful opportunities for the positive social and cultural development of all students, based on a detailed understanding of their backgrounds and circumstances.
5. To oversee the creation and maintenance of an effective assessment system which ensures that students, staff and parents have a clear understanding of current attainment which leads to further progress being made.
6. To ensure high levels of academic attainment and value added for students, including those entitled to Pupil Premium support, those on the SEND register and the highest academic achievers.
7. To be responsible for the preparation, oversight and maintenance of the Academy timetable.
8. Create systems which result in extensive and innovative student voice opportunities for all students.
9. To oversee that marking and written feedback is of the highest quality and promotes student progress.
10. To oversee the preparation and implementation of the Academy's enrichment curriculum ensuring the continued high standards of provision.
11. To oversee delivery of the Academy's specialism across the curriculum and through Focus Days.
12. To line manage senior leaders within the Academy Leadership Team (ALT) and senior middle leaders.
13. To ensure the smooth running of the internal assessment systems.
14. To co-ordinate monitoring and evaluation systems across academic departments and faculties.
15. To undertake any other duties at the reasonable request of the Principal.

Please note that this job description is illustrative of the general nature and level of responsibility for this role. It is not a comprehensive list of all tasks that the Vice Principal will carry out. The post holder may be required to fulfil other duties appropriate to the role as directed by the Principal or Executive Principal.

WREN ACADEMIES TRUST

Wren Academy Enfield

Person Specification – Vice Principal

Professional Skills and Experience

1. Possess a good degree and QTS, with a record of professional development relating to whole school leadership.
2. Be an excellent teacher with the ability to inspire students in their learning.
3. Have a minimum of three years' experience as a senior school leader with a track record of implementing and managing change.
4. Possess proven ability to lead and role model on delivery of school ethos and policies.
5. Have relevant experience of working in comprehensive and multi-cultural environments.
6. Have experience of writing development plans and SEFs which lead to the raising of standards and outcomes.
7. Demonstrate success in raising attainment and standards of teaching and learning.
8. Have the qualities required to have a strong and visible presence around the academy which has a positive impact on both staff and students.
9. Possess strong leadership and management skills which ensure that all members of the school community reach their full potential.
10. Have sound technical understanding of school leadership issues.
11. Have demonstrable experience of leading others in successful curriculum innovation.
12. Demonstrates a track record of improving the teaching and learning of teachers.

People, Relationships and Communications

1. Be committed to promoting and enhancing a distinctive and inclusive Christian vision in the Academy.
2. Be able to relate to all students and staff in a positive and humble way and inspire them to achieve more than they think possible.
3. Have qualities which earn the trust and respect of students, staff, parents and governors.
4. Able to demonstrate the inspiration to motivate and lead staff as a whole and the ability to build on the strengths and expertise of individual colleagues.
5. Possess wisdom, integrity, optimism, credibility, resilience, and a sense of proportion.
6. Have outstanding written and verbal communication skills.
7. Possess the ability to relate positively to parents and other stakeholders and engage them successfully in the life of the Academy.
8. Be committed to building constructive working relationships with local schools and colleges, employers, the local authority, and national organisations.
9. Be able to embody the Academy's values in everyday work and practice particularly those of justice, kindness and humility.

Selection Process Details

Application deadline

Completed application forms must be received by 9.00am, Monday 17 April 2023 but applications will be considered as they are received.

Completing your application

Candidates are asked to read the details carefully, especially the Job Description and Person Specification. Please ensure your application fulfils all the criteria in the Person Specification and you present evidence of this. Please complete all the standard information required on the application form. Failure to provide information requested may lead to your application being rejected.

Please email your completed application and supporting statement to wrenhr@wrenacademy.org. CVs will not be accepted.

Visits

Prospective candidates are encouraged to visit by calling the Academy on 020 3150 4604 and arranging an appointment.

Selection process

The selection process may have a combination of tasks, activities, lesson observations and interview. Further details will be provided to the candidates shortlisted for interview.

References

Candidates are advised that references will be taken up immediately after shortlisting so should ensure that their referees are warned of the need to respond within the timescale set. The post will be offered subject to satisfactory completion of pre-employment checks.

Safeguarding children

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.

The Wren Academies Trust is committed to the highest standards of safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts which will be subject to enhanced checks.

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