Associate Assistant Principal - Maths

Leadership Pay Scale (Outer London)
Permanent - start date negotiable, full time or part time applications considered
Cash Health Plan + Harris Benefits

We are seeking an outstanding associate Assistant Principal - Maths to work within our high performing Academy. Harris City Academy Crystal Palace is a mixed Academy for 1,300 students aged 11-18, with a large sixth form of nearly 400 students.

The Academy has three consecutive Outstanding judgments by Ofsted, with the most recent inspection in 2014 finding the Academy to be Outstanding in every aspect. We are a consistently high performing school. Our motto, 'All Can Achieve' encapsulates our vision that all members of the Academy community are supported and encouraged to achieve their absolute potential. We believe that a well-supported and valued staff body is the key to our success.

We are the 'Teaching School Hub' for Croydon and Sutton and we are able to offer all teachers an extensive programme of first class professional development. Harris City Academy Crystal Palace is part of the Harris Federation and this enables us to offer you a comprehensive induction programme and training and development opportunities to support your career development including Masters and other qualifications.

Harris City Academy Crystal Palace is committed to safeguarding and promoting the welfare of children. Successful applicants will be required to undertake an Enhanced Disclosure by the DBS (Disclosure & Barring Services).

To arrange a confidential discussion with the Principal or a visit to the Academy please contact Tracey Harrison, PA to the Principal HarrisonT@harriscrystalpalace.org.uk

For details on the closing date, please consult the advert on our website. Interviews will be held on receipt of successful applications, therefore you are encouraged to apply early.

References will be taken up for all candidates shortlisted for interview. Only shortlisted candidates will be contacted. The successful candidate will be subject to an enhanced DBS check.

Job Description

Job Description - Post Title	Associate Assistant Principal – Maths
Purpose	• Support in Monitoring, evaluating and reviewing outcomes in terms of student progress. • To actively monitor the quality of maths, within the Faculty taking appropriate steps to ensure high standards are achieved. • To liaise with the Student Services Centre (SSC) as appropriate to ensure the highest levels of attendance, punctuality and student welfare. • To ensure the Academy tutor programmes play a central part to the support and guidance of all students. • To ensure the Academy 'Behaviour for Learning' policy is applied consistently by all staff and followed consistently by all students. • To support in the development of each subject area's SEF and Improvement Plan, ensuring its successful implementation. • To play a leading and highly visible role in the day-to-day management of the Academy. • Leading on and implementation of all policies, to whole Academy and faculty level, with requisite monitoring and evaluation to ensure high quality outcomes. **Annual, whole Academy responsibilities will be negotiated depending on the needs of the Academy and strengths of the successful candidate.**
Reporting To	Faculty Director
Liaising With	Principal, Assistant Principal, Lead Practitioners, Faculty Co-ordinators, Head of Subject, Parents
Disclosure Level	Enhanced DBS
Main/Core Duties	
Operational/Strategic Planning	• The quality of maths across the faculty. • The attainment and progress of students in faculty subject areas. • Academic achievement and wellbeing of all students in the faculty. • Behaviour and Attendance of Students in the faculty. • Monitoring of faculty students achievement and progress across all subject areas. • To attend ALT Leadership meeting twice per half term. • To attend ALT training and conferences as directed • **PLUS Additional whole Academy responsibilities to be decided on appointment.**
Other Specific Duties	
	• To continue personal development as agreed at appraisal. • To collaborate as a member of the Senior Leadership Team • To attend Leadership Team meetings and participate in duties and whole school assemblies. • To engage actively in the performance appraisal review process. • To address the appraisal targets set by the line manager each Autumn Term. • To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above. • To play a full part in the life of the Academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example. • To support the Academy in meeting its legal requirements for worship. • To comply with the Academy's Health and Safety policy and undertake risk assessments as appropriate. • To show a record of excellent attendance and punctuality. To adhere to the Academy's Dress Code.

Signature:_____ Date:_____

PERSONAL SPECIFICATION

	Essential	Desirable
Qualifications	• Qualified teacher status • Honours degree or equivalent.	• Higher education qualification (Eg MA, NPQSL,NPQH)
Experience	• Minimum of four years teaching experience, minimum of two at subject leadership level. • Substantial and recent teaching experience Proven success in raising achievement as a subject leader across at least two key stages.	• Successful leadership, management, review and evaluation of a whole school initiative
Leadership	• The ability to communicate calmly and negotiate solutions in complex and often difficult situations, with parents, students and the local community. • Proven ability to identify and implement strategies to raise standards of Maths. • Ability to lead and manage own work effectively and take responsibility for own professional development. Excellent communication and presentation skills. • Ability to participate in and promote performance and exhibition of students' work as an integral part of Academy life. Ability to carry out the job description. Excellent time management skills and the ability to prioritise and meet deadlines under pressure.	
Personal Qualities	• Creative approaches to enhancing the learning environment. • Record of excellent attendance and punctuality. • Enthusiastic and Exceptional teacher, with a proven track record of excellent results in public examinations. To command and demand respect from the Academy community.	• The aspirations, talent and enthusiasm to become an Assistant Principal.

SAFER RECRUITMENT IN EDUCATION

The Harris Federation and all our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of children and young people, and we expect all our staff and volunteers to share this commitment. All offers of employment are subject to an enhanced Disclosure and Barring Service (DBS) check, references, an online search, and where applicable, a prohibition from teaching check will be completed. Before applying, please review our Policy Statement on the Recruitment of Ex-Offenders.

Information for Applicants

All applicants for all vacant posts will be provided with:

- A job description outlining the duties of the post, including safeguarding responsibilities.
- A person specification may also be provided and will include a specific reference to suitability to work with children.
- A Harris Federation Application form, and all applicants for employment will be required to complete this application form, containing questions about their academic and full employment history and their suitability for the role (in addition all applicants are required to account for any gaps or discrepancies in employment history).

CVs will not be accepted

Shortlisting and Reference Requests

References will be requested at the selection stage directly from the referee. They will be asked:

- the referee's relationship with the candidate;
- details of the applicant's current post and salary;
- performance history and conduct;
- any disciplinary action involving the safety and welfare of children, including any in which the sanction has expired;
- details of any substantiated allegations or concerns relating to the safety and welfare of children;
- whether the referee has any reservations as to the candidate's suitability to work with children. If so, the Academy will ask for specific details of the concerns and the reasons why the referee believes the candidate may be unsuitable to work with children.

Interviews

At least one member of each interview panel will have completed Safer Recruitment Training. The selection process for every post will include exploration of the candidate's understanding of child safeguarding issues.

Pre-Employment Checks

All staff will require an enhanced DBS. Prohibition and Overseas checks will also be completed if necessary.