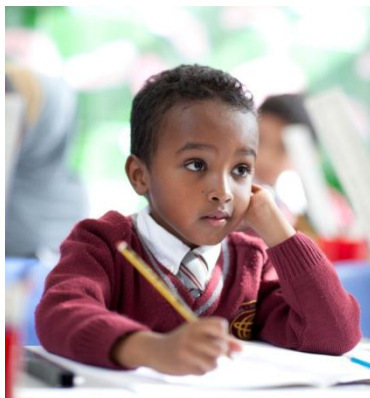




Deputy Headteacher

Information Pack  
January 2012





**ARK Oval Academy**  
98 Cherry Orchard Road  
Croydon,  
CR0 6BA

**January 2012**

Dear applicant,

Thank you for taking the time to find out more about ARK Oval Academy in Croydon and the possibility of working here. Included in this information pack is information about the academy, ARK Schools (who sponsor the academy) and the role of Deputy Headteacher.

ARK Oval Academy opened as a new, primary academy in 2011, transitioned from the previous Oval Primary School. It is a mixed, non-denominational, two form entry primary school for local children. The academy aims to offer a great education in a friendly neighbourhood school, with the highest possible aspirations for their pupils. After only a term and a half since opening, ARK Oval Academy has made tremendous progress due to the hard work of both the academy's staff and their pupils, and the academy has created a trend set to continue.

The academy opened as part of the ARK Schools network, which operates a number of both primary and secondary schools across London, Birmingham and Portsmouth. ARK Oval Academy was one of three primary schools that opened in 2011, and is now part of a support network of five primary schools operated by ARK Schools. By joining ARK Oval Academy, within the ARK Schools network, you will have access to a range of training and continuing professional development opportunities and network wide support.

As a result of increasing leadership opportunities at ARK Oval Academy, we are now looking for an outstanding primary leader to be part of the schools future. This is an excellent opportunity to join a school at its beginning stages and develop its future growth as an academy. The new Deputy Headteacher will lead on behaviour, assessment/data and will be the Key Stage Two phase leader.

To apply, please complete the online application form via: <https://application.arkschools.net/?r=jnSMn9QP> by **9am** on **Friday 3<sup>rd</sup> February**.

If you would like to discuss the role or have any queries, please contact Holly Harris on 0203 116 0894/[holly.harris@arkonline.org](mailto:holly.harris@arkonline.org).

I wish you the best with your application.

Yours sincerely,

*Sonia Rutherford*

**Sonia Rutherford**  
Headteacher

A handwritten signature in black ink, appearing to read 'V. Willms'.

**Venessa Willms**  
Executive Headteacher



## About ARK Oval Academy

ARK Oval Primary is a mixed, non-denominational, two form entry primary school for local children. We aim to offer a great education in a friendly neighbourhood school with the highest possible aspirations for our pupils.

### Our culture

#### Academic achievement – no excuses

We want every child at ARK Oval Primary to fulfil his or her potential. We do everything possible to ensure that every pupil achieves year level expectations, every year.

#### Personal responsibility - mutual respect

We want to create a happy, respectful and orderly school. We take responsibility for nurturing and developing the personal qualities of every pupil and we teach pupils to be responsible for their actions and aware of their effect on others.

#### Behaviour

We emphasise the importance of good behaviour. Our values, meal times, manners and behaviour expectations are important parts of our education programme. Good behaviour is praised and unacceptable behaviour dealt with immediately.

#### Partnership with parents

We believe that children whose parents are involved and interested in their learning do well. We involve ARK Oval Primary parents in their children's learning and encourage them to be active members of the school community.

### From high aspirations to high achievement

#### Small schools

We believe you can only teach pupils to a high standard if each teacher knows their pupils and their families. We maintain the family friendly ethos of a small school.

#### Assessment

We undertake regular assessments to support learning. These inform our planning, enabling teachers to provide appropriate challenges for pupils who are exceeding expectations and identify needs quickly to provide support for those facing difficulties. Pupils are kept informed of how they are doing and encouraged to self-evaluate, understand and take responsibility for their progress.

### Our curriculum

#### Depth before breadth

All children need a firm mastery of English and mathematics as early as possible. Our first priority is to build a secure foundation in literacy and numeracy as the basis for all other learning. Pupils are taught to read, write and work with numbers fluently and confidently. Where pupils need extra support it is provided, to ensure that every child reaches and exceeds nationally expected standards.





### **A focus on mathematics**

ARK academies have a special focus on mathematics and we invest in attracting and training the best teachers. ARK Oval Primary is developing a distinctive, world-leading maths curriculum based on the Singapore approach. Our aim is to ensure that every child achieves mastery of mathematics concepts, computational skills, problem solving and application of mathematics to daily life activities. Children learn drawing strategies to solve complex problems and build strong links between objects, pictures, and abstract numbers. We teach mathematics topics in depth, so children understand the “how” as well as the “why”.

### **Enriched curriculum**

We provide a rich curriculum, stimulating new interests and enhancing children's learning experiences. We invite professional artists, actors, writers and musicians into school and offer a range of trips and events to stimulate learning and broaden pupils' interests and experience.

### **Foundation stage**

Reception pupils follow the Early Years Foundation Stage curriculum. The six areas of learning are:

- Personal, social and emotional development
- Communication, language and literacy
- Problem solving, reasoning and numeracy
- Knowledge and understanding of the world
- Creative development
- Physical development

We provide a stimulating indoor and outdoor learning environment where children will be motivated to communicate, explore and learn independently. A carefully planned range of activities provides a rich, age-appropriate learning experience across the curriculum.

### **Every child will succeed**

ARK Oval Primary is an inclusive school and our team of dedicated teachers is completely committed to all our pupils' success. We believe we can be sure that every child will do well academically at ARK Oval Primary. We ensure this by keeping track of pupils as individuals and by regularly assessing where pupils are in terms of their learning. If pupils do not understand we intervene quickly and provide appropriate support.





## About ARK Schools

ARK Schools runs a network of eleven academies in London, Portsmouth and Birmingham. ARK Schools was created in 2004 to work with the Department for Education and local authorities to create new schools offering exceptional opportunities to children in inner cities through the academies programme.

Our aim is to help close the achievement gap between children from disadvantaged and more affluent backgrounds. Our academies focus on raising attainment so that every pupil has a real choice of going on to higher education when they complete school. Our schools are non-selective, community schools for local children. They are non-denominational other than where they replace a school that previously had a religious affiliation. ARK's academies are generally situated in deprived urban areas – just under half of pupils at ARK secondary schools are on free school meals, compared to around 15% nationally.

### The ARK Schools Network

ACADEMY	BOROUGH	OPENED	AGE	OFSTED	
				Predecessor school	Section 5 inspection
<b>Burlington Danes</b>	Hammersmith	2006	11-18	Special measures	<b>Good</b>
<b>King Solomon</b>	Westminster	2007	3-18	New school N/A	<b>Outstanding</b>
<b>Walworth</b>	Southwark	2007	11-18	Satisfactory	<b>Good</b> (with outstanding capacity to improve)
<b>Globe</b>	Southwark	2008	3-18	Special measures	<b>Good</b> (with outstanding capacity to improve)
<b>Evelyn Grace</b>	Lambeth	2008	11-18	New school N/A	<b>Satisfactory</b>
<b>Ark</b>	Brent	2008	3-18	New school N/A	<b>Outstanding</b>
<b>Charter</b>	Portsmouth	2009	11-18	Notice to improve	<b>Good</b> (monitoring visit)
<b>St Alban's</b>	Birmingham	2009	11-18	Good	<b>Outstanding</b>
<b>ARK Atwood Primary</b>	Westminster	2011	3 – 11	New school N/A	<b>Pending</b>
<b>ARK Conway Primary</b>	Hammersmith	2011	3 – 11	New school N/A	<b>Pending</b>
<b>ARK Oval Primary</b>	Croydon	2011	3 – 11	Special Measures	<b>Pending</b>

**New schools:** ARK is working with a number of governing bodies on proposals to open new primary academies in and outside London. We expect to open four secondary schools in 2012: Isaac Newton Academy in Redbridge and Bolingbroke Academy in Wandsworth, London, are new schools and Kings Norton High School in Birmingham and Elliott School in Wandsworth, both intend to convert to being ARK sponsored academies.



## **Our Vision**

Our vision is to create a group of outstanding schools that radically improve our pupils' life chances. We want every pupil at an ARK academy to do well enough by the age of 18 to go to university or pursue the career of their choice. To achieve this we prioritise six key principles across our schools:

### **1. HIGH EXPECTATIONS**

We set exceptionally high expectations for all our pupils which we reinforce constantly as they go through school. We believe every child can realise their potential with the right teaching and support.

### **2. EXEMPLARY BEHAVIOUR**

Our schools are characterised by a respectful and orderly environment, where teachers can focus on teaching and pupils on learning.

All our schools aim for uninterrupted teaching and learning to make exceptional achievement possible. We don't accept excuses and we don't make any either.

### **3. EXCELLENT TEACHING**

Nothing is more important than excellent teaching, underpinned by high quality professional development. We make intelligent and appropriate use of data to improve teaching and the curriculum and to ensure that no child is left behind. We draw on evidence and experience of the best ways to achieve excellent outcomes for all children.

### **4. MORE TIME FOR LEARNING**

Our longer school day provides more time to embed core subjects and to extend the curriculum through enrichment. Our curriculum is planned to provide pathways from any level at entry to high achievement at exit.

### **5. DEPTH BEFORE BREADTH**

A strong command of English and mathematics is a vital foundation for the whole curriculum. We prioritise depth before breadth, so that all pupils secure firm foundations in these core subjects as early as possible.

### **6. SMALL SCHOOLS**

ARK academies are organised as small schools so that every pupil knows and is known well by every teacher within their small school. Positive relationships between pupils reinforce a culture of excellent behaviour and commitment to learning.



## Achievement to Date

### Primary results

- At King Solomon, Ark and Globe Academies key stage one pupils achieved results well above local and national averages in every subject in 2011. Despite starting from relatively low baselines, an average of 68% of pupils reached level 2a across their subjects, compared with 43% of pupils in primary schools nationally.
- In Globe Academy 93% of pupils achieved Level 4+ in English and maths - 10% above the national average.
- King Solomon Academy and Ark Academy are both rated as 'outstanding' by Ofsted.

### Secondary results

- ARK Schools has secured a fifth year of improved GCSE performances across its academies. ARK's five academies with GCSE results achieved an average rise of 11 percentage points over last year.
- Since each school opened as an ARK academy the average annual increase in pupils achieving five GCSEs at A\*-C including English and mathematics is also 11 percentage points.
- ARK academies are now outperforming national attainment in the key subjects of English and mathematics. In mathematics, 73% of ARK pupils achieve A\*-Cs compared with 59% of pupils nationally. In English 69% of all ARK pupils now achieve A\*-C grades, compared with 65% nationally.
- Overall 61% of our pupils achieved five good GCSEs with English and maths, ahead of the national level of attainment (58%, 2011).

% pupils passing 5 GCSEs A* - C (including English and Maths)	Opened	2009	2010	2011	Percentage point increase 2010 - 2011	Average annual percentage point increase since opening as ARK academy
<b>Burlington Danes</b>	2006	50	67	<b>75</b>	8	9
<b>Walworth</b>	2007	45	59	<b>70</b>	11	11
<b>Globe</b>	2008	35	42	<b>45</b>	3	6
<b>St Alban's</b>	2009	31*	50	<b>67</b>	17	19
<b>Charter</b>	2009	21*	24	<b>39</b>	15	9
<b>Average across ARK Schools</b>					<b>11</b>	<b>11</b>

\*Denotes result for predecessor school

### Sixth form results

- More than two thirds of ARK's first Sixth Form cohort, at Burlington Danes Academy, secured places at their first choice university. Students are going to leading institutions including Warwick, Bristol and King's College London



## **Job Description: Deputy Headteacher**

**Reports to:** Primary Headteacher  
**Start date:** April or September 2012  
**Salary:** Highly competitive

### **The Role**

The Deputy Headteacher will be responsible for supporting the Headteacher in the overall leadership and management of the academy and helping to establish a school culture that is both nurturing and rigorous. They will lead on behaviour management, assessment/data and will be the Key Stage 2 Phase Leader.

### **Key responsibilities**

- Leadership of the Academy and its staff to achieve high standards of behaviour and attainment.
- Coordination of vision and strategy for the Academy.
- Leadership of effective external relationships with community and other stakeholders.
- Contribution to the overall direction of the ARK Academy network.

### **Outcomes and activities**

#### **Personal Leadership and Coaching**

- Instill an ethos of high expectations for behaviour and achievement of all students.
- Lead the development of the Academy curriculum and culture.
- Maintain strong working relationships with the community, agencies, and stakeholders, including parents.

#### **Coordination of the Vision and Strategy**

- Help implement overall academy development plan and undertake other various responsibilities as directed by the Headteacher.

#### **Development of the ARK Academies Network**

- Share innovation and work with others in the network to develop good practice.
- Help shape or lead education initiatives across the ARK network.



## Person Specification: Deputy Headteacher

### Qualification Criteria

- Qualified to degree level and above
- Qualified to teach in the UK
- Right to work in the UK

### Experience

- Experience as an assistant or deputy head level (or equivalent)
- Experience of having led, or significantly contributed to the success of a school through its leadership, ethos, teaching and results.
- Experience of having improved and sustained an effective behaviour policy

### Behaviours

#### **Leadership**

- Able to work in close harmony with the Headteacher.
- Effective management style that encourages participation, innovation and confidence.
- Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance.
- Ability to develop the leadership skills of others.
- Strong interpersonal, written and oral communication skills.
- Takes personal responsibility for their own actions.
- Resilience and motivation to lead the academy through day-to-day challenges while maintaining a clear strategic vision and direction.
- Genuine passion and a belief in the potential of every student.
- Commitment to the safeguarding and welfare of all pupils.

#### **Vision and strategy**

- Vision aligned with ARK's high aspirations and high expectations of self and others.
- Understands how to set high aspirations and effective strategies for the small school within the overall Academy. Including; delivery and prioritisation of small school leadership management that faces all aspects of curriculum, learning, administration, finance and communication.
- Clear understanding of the strategies to establish consistently high standards of behaviour in an inner city school and commitment to relentlessly instilling these strategies. Strong organisational skills and ability to delegate.
- Use of data to inform and diagnose weaknesses that need addressing.

#### **Leading the Learning**

- Understands what outstanding teaching practice looks like, how to diagnose and implement effective strategies to raise learning standards.

#### **Leading External Relationships**

- Can skillfully manage and maintain effective working relationships with parents and other stakeholders.

### Other

- This post is subject to an enhanced Criminal Records Bureau disclosure.
- The post holder must be committed to safeguarding the welfare of children.



## Benefits for Staff

We are committed to recruiting, developing and supporting excellent staff within the network. Alongside our continued focus on professional development through the Summit, Hub Days and the Training Menu we also offer a variety of other benefits. These benefits have been chosen to help our employees develop professionally, plan their finances and look after their wellbeing.

**MA bursary** - ARK Schools offers teaching staff the opportunity to further their knowledge and understanding of education through a subsidised part-time MA at King's The MA bursary covers the majority of the circa £4,000 course fee, with teachers expected to contribute just £1,000.

**ARK Rewards** – ARK Schools has a discountscheme for all employees. Employees can access up to £1,000 in savings a year from over 3,000 major retailers, receive up to 40% discounts at a wide variety of gyms and sign up for a money back healthcare programme.

- **Discounts** – Save up to £1,000 a year through store discount cards, or cashback with online shopping.
- **GymFlex** – Save up to 40% at your local gym.
- **Healthcare** – This low cost plan gives you money back towards the cost of your optical bills, dental costs and consultations.

**Interest Free Loans** – ARK Schools offers employees up to £5,000 in interest free loans for season ticket or bicycle purchases.

**Childcare Vouchers** – All employees are eligible for tax free childcare vouchers as part of a salary sacrifice scheme.

**International development opportunities** – In spring 2011 the mathematics leads from across the network visited Singapore in order to examine and share best practice. There have also been on several other trips this year – the staff from King Solomon Academy visited the best charter schools in New York and the primary leaders from across the network also visited various charter schools in New Orleans.

**Suggest a Candidate Scheme** – ARK Schools rewards employees for nominating candidates who are successful in being offered (and accepting) a role in an ARK School.



## **ARK Schools, Safe Recruitment Procedure**

ARK is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below, but can be provided in more detail if requested.

### **Disclosure**

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (CRB). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

### **Shortlisting**

Only those candidates meeting the right criteria will be taken forward from application.

### **Interview**

1. Longlisted candidates will be subject to a screening interview at ARK. Those shortlisted will take part in an in-depth interview process including a lesson observation.
2. Candidates will be asked to address any discrepancies, anomalies or gaps in their application form.

### **Reference checking**

References from the previous and current employer will be taken up for shortlisted candidates, and where necessary employers may be contacted to gather further information.

### **Probation**

All new staff will be subject to a probation period of six months (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides the academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safe guarding and relationships with pupils.