



Beacon Academy Trust

A COMPELLING VISION FOR SUCCESS

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BEAL SIXTH FORM

ONE SIXTH FORM – TWO SITES – THREE PATHWAYS

Assistant Principal:

Director of Sixth Form

Beal Campus²

Beal High School

Thank you for expressing an interest in becoming Director of Sixth Form @ BHS Campus

¹ <https://www.beaconacademytrust.co.uk/>

² <https://bealsixthform.co.uk/>

**ASSISTANT PRINCIPAL
DIRECTOR OF SIXTH FORM
BEAL CAMPUS**

Start Date – January 2021

L12 - L18 (Outer London)

Closing date: Friday 9 October

The largest school sixth form in the country, Beal Sixth Form is a fully comprehensive, diverse and outstanding post-16 provision serving our local community in East London. We are one sixth form based across two sites – in Gants Hill and in Hainault – and offer three pathways to success. For five successive years, our sixth form has been in the top two of post-16 providers in Redbridge for progress and are amongst the top 10% of sixth forms nationally. 100% of all students make progression, with many students taking up places at high tariff universities including Oxbridge, Medical school and Russell group universities, with others securing places on competitive apprenticeships.

As the sixth form continues to grow, we are seeking to appoint an outstanding leader for the Beal campus with a track record of driving academic and pastoral improvement at school to ensure excellence for all. The successful candidate will lead with a compelling vision for all students regardless of their backgrounds or starting points. Their core aim will be to offer an exceptional and world class quality of education for all of the post-16 students in our school community, aspiring to:

- Provide all young people with access to an ambitiously inclusive curriculum that enables them to fulfil their potential
- Improve the life chances and cultural/social capital of all learners
- Develop resilient, self-regulating and empowered young people who positively contribute to their communities and who understand their responsibilities as British citizens

Beal High School is at the heart of the Beacon Multi Academy Trust. We are committed to working in partnership with The Forest Academy, The Beacon Business and Innovation Hub and NELTA – North East London Teaching Alliance and SCITT - to provide high quality learning experiences for all students.

We are a large school, 12FE with an NOR 2840 which includes an ASD unit and the capacity for 1000 students in Beal Sixth Form co-located on the Beal and Forest Campuses.

Learn more about us here:

<https://www.beaconacademytrust.co.uk/>

See below:

<https://www.bealhighschool.co.uk/wp-content/uploads/2020/01/Sixth-form-Prospectus-2020.pdf>

and via the short film here:

<https://www.youtube.com/watch?v=Zhrn7g-DPzE>.

This is a fundamental appointment to embedding an integrated and inclusive ethos within BSF ensuring BSF provides equality of opportunity, entitlement and excellent for all across both sites.

The successful candidate will value:

- ✓ An ambitious inclusive curriculum
- ✓ Teaching and learning – experience and outcomes
- ✓ All students – irrespective of background or starting points
- ✓ High expectation, aspiration and CHOICE

- ✓ Honesty, integrity, flexibility

HOW TO APPLY

Thank you for your interest in this role.

Please read the recruitment pack carefully and then apply on our application form with a supporting statement of no more than two sides of A4.

The Trust is committed to safeguarding and promoting the welfare of young people and expects all members of staff to share this commitment. The below documents must be read prior to applying for this role and will be factored into interviews:

[Keeping Children Safe in Education](#)

[BMAT – Safeguarding and Child Protection Policy](#)

Enhanced DBS (with list checks) is required for this post.

Please send a completed application form available on our website www.bealhighschool.co.uk to beasuccess@bealhighschool.co.uk

Please note we reserve the right to close or extend this position, therefore we would urge candidates to submit an application as soon as possible.

DIRECTOR OF SIXTH FORM (ASSISTANT PRINCIPAL) ROLE PROFILE

Purpose of role

The Director of BSF@ BHS campus will articulate clear values and a compelling vision for students, staff, parents and carers, and the wider community on both BSF campuses to ensure entitlement, equal opportunities and excellence for all.

General duties and responsibilities

- Developing an integrated and inclusive ethos within BSF which enables all stakeholders to work collaboratively ensuring BSF provides equality of opportunity across both sites
- Ensuring that BSF's systems, organisation, and processes are well-considered, efficient and fit for purpose, upholding the principles of transparency, integrity, and probity.
- Instilling a robust accountability framework for the Deputy Directors of Sixth Form, Department and pastoral teams for the impact of their work on student outcomes; addressing underperformance and supporting staff to improve and value excellent practice.
- Producing and monitoring the progress of challenging, yet realistic evidence-based improvement plans and policies.
- Empowering students to become active citizens who inspire and influence our community - within and beyond the school.
- Maintaining ambitious standards for all students; advancing equality and overcoming disadvantage.
- Leading with an emphasis on effective teaching and fostering a love of learning, leading to excellent progress and achievement for all.
- Supporting the exams and admissions process in conjunction with the Data and Exams Team.
- Developing positive relationships with parents and carers, and valuing their contributions.
- Developing effective relationships with external services to improve academic and social outcomes for all students.
- Co-leading on the recruitment cycle, to ensure high levels of year 11/2/13 retention and successful external recruitment to maintain gradual growth of sixth form
- Leading by example with integrity, creativity, resilience, and clarity; modelling positive relationships and attitudes for our students and staff.
- Actively promoting the interests of BSF in the context of agreed KPIs; translating opportunities arising from local and national policy into the school's context.
- Ensuring that BSF is outward-facing; seeking and developing partnerships for mutual benefit including links to business and exposure to inspiring career possibilities and progression routes for all BSF students.

Contribution to BSF Ethos and aims

- To transit and liaise collegiately between BHS and TFA as necessary
- To work alongside the sixth form strategic board regarding auditing and evaluating the impact and areas of development of BSF.
- To contribute to the development of appropriate resources, programmes of study, training strategies and policies within the BSF CPD offer.

- To oversee the consistent monitoring, tracking and evaluation of the progress of BSF and the devising of strategies to address any occurring problems, including setting progress and attainment targets.
- To work with the sixth form strategic board to formulate coherent and relevant aims, objectives and strategic plans for the development of staff.
- To contribute to the evaluation of the function of BSF and to ensure that the outcomes reflect the plans, aims and objectives of the sixth form strategic board.
- To ensure BSF fully reflects each schools' ethos, aims and policies, particularly those relating to equal opportunities and racial equality
- To foster and oversee the application of online accessibility in the work of BSF, including the development of resources, online dissemination and use of data
- To implement all trust policies, procedures and relevant practices within the sixth form, in particular those relating to Health & Safety of staff, pupils/students and visitors.
- To ensure that risk assessments and health and safety practices throughout BSF comply with statutory requirements and are continually updated.

Curriculum

- To liaise with HoDs of cross-site subjects to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum which complement the KPIs of the significant change.
- To be accountable for the development and delivery of the collaborative work between BHS and TFA and each school's contribution to outstanding provision and progression.
- To ensure curriculum coverage, pace, continuity and progression in cross-site subjects for all students.
- To keep up to date with how the significant change fits into national post-16 curriculum developments, teaching practice and methodology.
- To actively monitor and respond to curriculum developments and initiatives at national, regional and local levels which affect the success and implementation of BSF.
- To liaise with the Vice Principal (Curriculum) and other relevant senior staff attached to BSF.
- To actively pursue the development of action research/ case-study opportunities.

Deployment of staff

- To work with the Vice Principal Beal Sixth Form, the Director of Sixth form at the TFA campus and the Deputy Directors of Sixth Form to ensure that development needs are identified and that appropriate programmes of support are designed to meet such needs.
- To contribute to performance management reviews and to act as the curriculum lead Heads of Department (cross-site).
- To promote team work and to motivate staff to ensure effective working relations.

Quality Assurance

- To implement school quality assurance procedures and to ensure adherence to those within BSF.
- To develop and maintain effective relationships with individuals and organisations including parents, the local governing body, Redbridge LA and the wider community to further the achievement of the BSF's aims.
- To support work with external agencies and organisations to ensure that any barriers to learning for individuals are overcome.
- To implement modification and improvement where required

Communications

- To ensure effective communication and consultation, as appropriate, between teachers at TFA and BHS.
- Publicise and celebrate achievements, including managing the local and national media for this purpose.
- Assist with the organisation of open evenings, consultation evenings and other events relating to BSF.
- To plan and oversee effective and streamlined communication with parents, staff and students
- Attend relevant LA meetings and events as required by the strategic focus of the role.

Marketing and PR

- To contribute to marketing activities for BSF
- To lead the development of effective links between BSF and the community, attending where necessary events at either TFA or BHS.
- To actively promote the development of effective links with external agencies

These duties are neither exclusive nor exhaustive. The details and responsibilities of the post may change as requirements and circumstances change. The post holder may be required to carry out such other duties as requested by the Principal and SLT that are broadly within the level of the post.

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

Reporting to: Vice Principal Beal Sixth Form

Responsible for: BSF Deputy Director of Sixth Form (Progression) and other sixth form staff/support staff where relevant

ASSISTANT PRINCIPAL CRITERIA

	Essential (E) Desirable (D)	Application (A) Interview (I) Reference (R)
1. Qualified Teacher Status	E	A
2. Good Honours Degree	E	A
3. Evidence of Professional Development and Leadership training	E	A
Experience		
Leadership and management Experience:		
4. Experience at senior leadership level, particularly Post 16 quality of education, outcomes, personal development and progression	E	A A/I/R
5. Successfully led, planned, managed and evaluated change which has had a significant impact at whole school level	E E	A/I/R
6. Demonstrate the ability to work strategically and successfully at a senior leadership level	E	A/I/R
7. Successfully collaborate with colleagues, partners and providers	E	A/I/R
8. Building and sustaining effective relationships with parents, and		
Teaching Experience		
9. Outstanding, sustained and successful experience as a teacher in a secondary context	E	A/I/R
10. Experience of teaching/impact at Key Stage 3/4/5	D	A
Professional Experience, Knowledge and Understanding		
Shaping the Future		
11. Experience of developing and sustaining a learning culture that has high expectations and standards of achievement whilst demonstrating a commitment real inclusive practice	E	A/I/R
Leading Teaching and Learning		
12. Experience of ensuring student progress and achievement, using data analysis	E	A/I/R
13. Experience of monitoring and evaluating the effectiveness of teaching and learning, including its outcomes in terms of standards and achievement.	E	A/I/R
Developing Self and Working with Others		
14. Demonstrate effective interpersonal relationships and strategies for promoting individual and team development.	E	I/R
Managing the Organisation		
15. Knows how to establish and sustain effective organisational structures, systems, policy and practice.	E	A/I/R
16. Knowledge of and commitment to the implementation of the safeguarding agenda	E	I/R
Securing Accountability		
17. Understand and use the principles and practice of quality assurance systems; school review, self-evaluation, performance management	E	I/R
18. Experience of holding individuals, teams and whole school to account for learning outcomes.	E	A/I/R

