

Job Description: Primary Teacher and Early English Lead

Reporting to: Principal
Location: Ark White City Primary Academy
Contract: Permanent
Working Pattern: Full Time
Salary: Pay Scale: Ark Main Pay Points: 3 - 6 £45,356-£53,606 & TLR2a £3,525

The Role

We are seeking an exceptional Reception or Year 1 teacher to take on the role of Early English Lead.. This is an exciting opportunity for a strong classroom practitioner with expertise in phonics and early literacy to lead our early reading and writing provision across Reception and Year 1. The successful candidate will combine excellent classroom teaching with focused leadership of Read Write Inc., early writing implementation, staff development and pupil progress in the vital earliest stages of literacy.

Ark White City Primary Academy offers a genuinely exciting opportunity for teachers who want to work in a school with both strong moral purpose and exceptional potential. Opened in September 2023, the academy brings together two existing schools as one two-form entry primary in a brand-new building at EdCity in the heart of White City. Staff benefit from a thoughtfully designed environment with excellent resources, including flexible breakout spaces, specialist areas and high-quality outdoor provision. As part of Ark, colleagues also benefit from a culture of personalised professional development, high expectations and continual learning, making this an excellent setting for teachers who want to refine their practice and grow as leaders.

Ark White City is a growing and ambitious school community built on a belief that every child can succeed. We are a happy and welcoming school where pupils are well cared for, relationships are strong and children feel safe, known and valued. Our mission is rooted in ensuring that all pupils, regardless of background, develop the knowledge, confidence and character to go on to lead successful lives. Staff work collaboratively and with purpose, united by a shared commitment to securing excellent outcomes for every child. This is a school where the work is meaningful, the expectations are high and the opportunity to make a lasting difference is real.

Applications are welcomed from both experienced leaders and those keen to develop their leadership in a growing and ambitious school. We would be delighted to speak further about the role or arrange a visit. Please contact us at info@arkwhitecity.org te Inc., early writing implementation, staff development and pupil progress in the vital earliest stages of literacy.

Key Responsibilities

- Set high expectations so that all students are inspired, motivated and challenged to reach their full potential and in doing so meet their progress and attainment targets
- Plan and teach well-structured, differentiated lessons that are aligned to the agreed curriculum and cultivate every student's intellectual curiosity

- Use data to inform teaching and learning, identify areas for intervention and provide feedback to students, staff and families in order to ensure progress and outcomes
- Manage behaviour effectively to create a safe, respectful and nurturing environment enabling students to focus on learning
- Work collaboratively with both school and network colleagues as a committed team member, building successful, high performing teams
- Participate actively throughout the network, by attending relevant meetings, and, as appropriate, delivering network-wide training and initiatives
- Work with colleagues, students and families to develop a strong school community

Early English Leadership

- To lead early English across Reception and Year 1, ensuring consistently strong implementation of the academy's approach to phonics, early reading and early writing.
- To lead Read Write Inc. Phonics across the phase, ensuring fidelity, consistency and strong pupil progress.
- To secure high-quality teaching of the foundational components of reading, including phonemic awareness, decoding, fluency, re-reading and comprehension.
- To secure high-quality teaching of the foundational components of writing, including oral composition, sentence construction, transcription, spelling and handwriting.
- To ensure the academy's sentence-level progression and early writing expectations are implemented consistently and effectively across the phase.
- To use assessment and phonics data sharply to identify pupils at risk of falling behind and ensure rapid keep-up and catch-up support.
- To model excellent practice through demonstration lessons, coaching, co-planning and feedback.
- To lead weekly phonics training and other professional development for teachers and co-teachers so that delivery is precise and consistent.
- To monitor the quality of teaching and the impact of provision through assessment analysis, lesson visits, work scrutiny and pupil progress review.
- To strengthen parental engagement in early reading and phonics so that families are equipped to support reading development at home.
- To evaluate the impact of early English provision and contribute to ongoing academy improvement planning.

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Arks data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Person Specification: Primary Teacher and Early English Lead

Qualification Criteria

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

Knowledge, Skills and Experience (Primary Teacher)

- Demonstrable commitment to raising attainment of all students in a challenging classroom environment
- Excellent understanding of both subject and general teaching pedagogy
- Knowledge of the national primary education system, the primary curriculum, particularly the English and maths programme of study, and the changing face of assessment
- Effective and systematic behaviour management
- Be or demonstrate the potential to become an outstanding teacher

Knowledge, Skills and Experience (Early English Lead)

- Strong knowledge of early literacy development, including the foundational components of reading and writing.
- Experience of teaching early reading and early writing effectively in Reception and/or Key Stage 1.
- Experience of teaching a systematic synthetic phonics programme; Read Write Inc. experience is desirable.
- Strong understanding of effective phonics implementation, assessment and intervention.
- Knowledge of how to secure early transcriptional success, including handwriting, spelling, sentence construction and oral rehearsal.
- Ability to analyse pupil performance data in phonics, reading and writing in order to identify gaps and target support effectively.
- Experience of coaching, modelling or supporting the practice of other staff is desirable.
- Ability to engage parents successfully in supporting children's early reading development

Behaviours

- Genuine passion for and a belief in the potential of every student
- Relentless belief that every child can learn to read and write successfully with the right teaching, practice and support.
- Commitment to precision, consistency and high expectations in the teaching of early literacy.
- Reflective and proactive in improving own practice and developing the practice of others.
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action

- Deep commitment to Ark's mission of providing an excellent education to every student, regardless of background
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice

Desirable

- Experience of teaching in Reception or Year 1.
- Experience of delivering Read Write Inc. Phonics.
- Experience of leading or supporting early reading / phonics development across a phase or key stage.
- Experience of designing or implementing effective keep-up and catch-up provision.

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

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.

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).