



# Ark Isaac Newton Academy

Head of English





Dear Candidate,

I am delighted to introduce you to Ark Isaac Newton Academy, an all through academy from reception to Year 13. We are a high-performing, non-selective school committed to providing a transformational education for every student we serve. Located in the heart of our community, we combine academic ambition with strong pastoral support to ensure that all students—regardless of background—can thrive, achieve, and develop the character needed for future success.

Our staff work tirelessly to ensure that each and every student is supported and stretched to reach their full potential. We focus on working towards achieving our vision **‘Together, we build a kind, safe and inclusive environment that instils the knowledge and character necessary to reach transformational destinations’**. Commitment to our vision has already delivered a series of great successes, where academic outcome across KS2-5 are the amongst the highest in the nation and our work supported in October 2024 when we judged by Ofsted to be outstanding in all areas for a third consecutive time since inception of the academy.

Joining Ark Isaac Newton Academy in September 2020, I have spent more than a decade as a senior leader and Principal, with a large portion of this within an all-through school setting. There is something incredibly special about working in an all-through school, which makes me committed to delivering the highest quality education to all the students at Isaac Newton Academy.

Our academy aims to be a ‘home from home’ for both staff and students. My belief is all students deserve a great school and staff a great place to work. Therefore, we are very clear with the culture that we wish to cultivate for our community. Central to this is being a mission led organisation, which is at the heart of everything we do and outlines our ambition, that goes \_\_\_\_\_

beyond ensuring our students have excellent academic outcomes. Ultimately, working for Ark Isaac Newton Academy is about being part of something unique where aspirations for all people are incredibly high. We certainly want like-minded people to join our organisation that are aligned to our values that underpin our culture – ***integrity, kindness, professionalism, growth mindset, excellence*** and ***community***. As well, anybody that joins our academy must want to work towards our mission each day, every day: ***Striving together to be pioneers whose legacy makes a positive difference for our world.***

I wish you the best with your application.



Morgan Haines  
Principal



## Our Mission

Striving together to be pioneers whose legacy makes a positive difference for our world.

## Our vision

Together, we build a kind, safe and inclusive environment that instils the knowledge and character necessary to reach transformational destinations.

## Our Values & Beliefs

- **Integrity** – We are true to our values, doing what we say; we always do the right thing, even when it's hard and nobody is watching.
- **Kindness** – We always support each other, show genuine care and consider the feelings of others in all our actions and words.
- **Professionalism** - We model pride and positivity in all that we do; we are always respectful and take responsibility for our actions.
- **Growth mindset** – We work hard; we are resilient in adversity and unafraid of failure, always embracing our mistakes and celebrating our growth.
- **Excellence** – We are highly ambitious, doing the best in all we do to become the greatest version of ourselves.
- **Community** – We are unified, valuing relationships that create an environment where everybody is accepted and belongs.



## About Ark

Ark is an education charity set up in 2004 to create a network of high achieving, non-selective, inner city schools where all pupils, regardless of their background or prior attainment, achieve highly enough by age 18 to have real choices: to go on to university or the career of their choice. Ark has no faith affiliations.

All ARK schools are situated in areas of high deprivation or educational need and our pupil profile reflects this: over half of our pupils are eligible for free school meals compared to 18% nationally.

The ARK network operates 39 schools in the UK across London, Portsmouth, Birmingham and Hastings. Each of our schools has its own distinctive character, reflecting its local community.

All Ark Schools prioritise six key principles:

- High expectations
- Excellent teaching
- Enriching Experiences
- Knowing every student
- Ambitious Curriculum
- Strong relationships

## **A Commitment to Encourage Diversity**

Ark is committed to eliminating discrimination and encouraging diversity amongst our employees. Our aim is that our workforce will be truly representative of all sections of society and that each employee feels respected and able to give their best. To that end we are committed to provide equality and fairness for all in our recruitment and employment practices and not to discriminate on grounds of age, disability, gender reassignment, marriage/civil partnership status, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. We oppose all forms of unlawful and unfair discrimination.

# Job Description – Head of English

Reports to: Assistant Principal – English & Literacy  
Start date: 1<sup>st</sup> September 2026  
Location: Isaac Newton Academy, 1 Cricklefield Place, Ilford IG1 1FY  
Salary: Ark MPS/UPS (£38,805-£58,404), depending on experience plus TLR or Leadership Scale  
Closing Date: Thursday 16<sup>th</sup> April 2026  
Interviews: Candidates will be contacted once shortlisted

## The Role – key responsibilities

- To model excellence in teaching and curriculum leadership across all key stages
- To lead curriculum area across KS3-5, as well as working with relevant leaders from Primary phase.
- To be accountable for student progress and attainment levels within the subject area
- To ensure that strategies are in place to maximise levels of attainment in English and of literacy for all students
- To develop and enhance the practice of other members of staff in the subject area
- To contribute to the strategic leadership of the Academy, developing, implementing and evaluating systems, policies and procedures
- To actively promote the Academy and liaise with outside agencies as necessary, representing the Academy or ARK as appropriate
- To maintain a presence around the academy to ensure that the highest standards of behaviour and site-usage are upheld
- To contribute to discussions and decisions at curriculum leaders' meetings
- To communicate and liaise with staff, students, parents, governors and members of the local community as appropriate
- To be active in issues of staff and student welfare and support
- To maintain a teaching timetable, modelling outstanding practice in terms of classroom teaching, preparation, marking and assessment
- To demonstrate a commitment to Equality of Opportunity for all members of the Academy's community

## Curriculum, Teaching & Assessment

- To deliver the academy's curriculum, teaching & learning and assessment policy (CTLA)
- To keep up to date with national developments in the subject area at each key stage and teaching practice and pedagogy
- To liaise with partner schools, feeder schools, universities and HE institutions, sharing and gleaning best practice and using it to inform the practice of the subject team
- To actively monitor and respond to curriculum developments and initiatives at national, regional and local levels and to disseminate this knowledge to staff
- To quality assure and give final approval to regular, relevant and diagnostic assessments for students ensuring that they are carried out consistently by all subject staff and standardised /moderated thoroughly

- To ensure that all student data is understood, interpreted and utilised by all subject staff to modify planning and personalise support
- To ensure that a range of enrichment and extension activities are offered to and taken up by students to enhance their languages skills, confidence in and love of the subject and attainment levels
- To ensure that subject-related competitions, trips and visits take place regularly and specifically making links to careers
- To play an active role in English teacher networks, e.g. in Redbridge and at Ark
- To ensure that statutory requirements are met

### Strategic Leadership

- To deliver the academy's curriculum, teaching & learning and assessment policy (CTLA)
- Carry out regular monitoring activities e.g. deep dives, book looks, student voice, learning walks etc
- To line lead other relevant leaders within English
- To be a mentor to trainee teachers and a coach to those outside of their training years  
To lead colleagues in the subject area in formulating aims, objectives and strategic plans for the team which support and complement those of the Academy
- To produce termly reports and analysis on the performance of teaching and student outcomes in English.
- To work with the relevant Ark leaders on curriculum design and implementation. This will include organising and hosting visits and reviews.
- To liaise with all appropriate personnel regarding support for student progress, including SENCO, SLT and parents/carers
- To ensure that all Academy policies are implemented consistently by subject staff

### Staff Development

- To design and lead curriculum development time (CDT) that happens twice per week with the English team and any other subject specific CPD.
- Carry out performance management and probationary reviews with relevant members of the English team.
- To ensure effective induction of new staff in line with Academy procedures
- Ensure all staff follow the expectations outlined in the staff code of conduct and ways of working policy
- To promote teamwork and to ensure all staff align themselves with our values and culture
- To provide advice to colleagues on threshold progression, career development etc.
- To support and challenge team members, including in circumstances when they are underperforming that may lead to informal and formal processes of support
- To ensure communication

### Other

- To act as a Tutor

- To meet the expectations of all INA staff as laid out in the Staff Code of Conduct and Ways of Working Together Policy
- To uphold all Academy policies with consistency and diligence
- To undertake any other professional duties as set down in the Ark Schools pay and conditions of service document, and as directed by the Principal.

# Person Specification: Head of English

## Qualification Criteria

- Qualified to teach and work in the UK
- Educated to degree level, ideally with an English based degree.

## Knowledge, Skills and Experience

- Proven track record of delivering excellent cohort and class examination results across KS3-KS4 and specifically KS5
- Experience of providing professional development to teachers, including coaching, mentoring and training
- Experience of curriculum design and implementation
- Experience of preparing and leading training sessions
- Demonstrable experience of significantly raising attainment in a challenging context
- Experience of reflecting on and improving teaching practice to increase student achievement
- Evidence of continually improving the teaching and learning in their subject area through schemes of work, assessment and extra-curricular activities etc.

## Leadership

- Ability to work in close harmony with staff, post-holders and senior leaders
- Ability to keep up to date with national developments and pedagogical advances
- Effective management style that encourages participation, innovation and confidence
- Ability to lead and motivate staff within a performance management framework, including professional development and effective management of underperformance
- The ability to coach, mentor and support staff to work to the best of their ability
- Ability to develop the leadership skills of others
- Strong interpersonal, written and oral communication skills
- Able to take 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 students.
- Highly organised and able to delegate
- Reflective and proactive in seeking feedback to constantly improve practice

## Vision and strategy

- Vision aligned with Ark's high aspirations and high expectations of self and others, and with the ethos of Isaac Newton Academy
- Clear understanding of the strategies to establish and maintain a strong culture and ethos amongst staff and students

- Use of data to inform and diagnose weaknesses that need addressing.
- Understands what outstanding teaching practice looks like, how to diagnose and implement effective strategies to raise learning standards.

### **Leading External Relationships**

- Can skilfully manage and maintain effective working relationships with parents and other stakeholders.
- Develop effective partnerships and liaison with key stakeholders

### **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](#).*