



Candidate information pack



Ark John Keats
Academy



Principal's welcome

I am delighted to introduce you to Ark John Keats Academy: an all-through school in Enfield with a mixed comprehensive intake.

Our mission is to ensure our pupils lead a life of genuine choice and can drive their own destinies because they have a rigorous academic curriculum, which is well taught, and because they know that kindness, effort, aspiration and tenacity lead to success.

We are a member of the successful Ark network of schools and are proud to serve the young people and families in our community here in Enfield.

This is a fantastic place to develop your career and to make a positive contribution to the lives of young people.

We are looking for talented and dedicated staff, who are ambitious for our pupils as well as themselves, to join us in this next phase of our development.



Katie Marshall
Principal

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Working at Ark John Keats means becoming part of a community that you truly care about. Over time, relationships with students, families and colleagues deepen, and there is a real sense of pride in belonging to a school that you help shape and grow. Being able to love a community and feel genuinely part of it is a privilege.

Jenny Bates
Vice Principal

Why join Ark John Keats?

A mission-driven team

Ark John Keats exists to serve a diverse and aspirational group of young people and families in Enfield. Our vision is for students to lead a life of genuine choice and to drive their own destinies, and this vision is rooted in the conviction that excellent outcomes are achievable for all children, regardless of background. You would be joining a team of staff unified by shared purpose, who are proud to work in this context and deeply committed to pursuing excellence for every child in our care.

A high-performing school

We are incredibly proud of the outcomes that our students achieve academically, both in terms of their progress and attainment. Our outcomes in all key stages meet and exceed national averages and we are closing the disadvantage gap. We are also very proud of our excellent attendance which consistently exceeds national averages in all key stages, reflecting a strong culture of commitment and high expectations.

A rich and purposeful school experience

Life at Ark John Keats extends beyond the classroom. Weekly enrichment opportunities provide pupils with broader learning, fostering new interests and developing essential character attributes. The school is committed to delivering an ambitious curriculum designed to equip students with the knowledge, skills and habits needed for future success, alongside a broad range of joyful experiences that make this a happy place to be a young person.

A place to build your career

Ark John Keats Academy is a school where people do not simply work. They grow. Many members of staff have spent their entire careers here, developing from early roles into positions of leadership and influence. This is an academy that believes deeply in its people and commits to supporting them over the long term. Joining Ark John Keats means becoming part of a professional home where your contribution is valued and your future is taken seriously. Career progression is clear, supported and actively encouraged, with strong internal promotion and long-term pathways for growth. Staff benefit from extensive and high-quality professional development, including whole school CPD, bespoke development groups and sustained coaching and mentoring. As your career evolves, so does the support around you, ensuring that you are continually challenged, trusted and invested in.



Life at Ark John Keats

Ark John Keats Academy is a thriving 3–18 all-through school in Enfield, welcoming pupils from Nursery through to Year 13. Since opening our doors to our first Reception cohort in 2013 and our first Year 7 cohort in 2014, the academy has grown into a highly successful and oversubscribed school community, now serving over 1,800 pupils. Our size, structure and all-through model allow staff to see the long-term impact of their work, supporting pupils across key transition points and through to impressive post-16 destinations.

Life at Ark John Keats is shaped by a shared belief in the potential of every child.

Our core values – Kindness, Effort, Aspiration, Tenacity and Success – underpin everything we do. We are proud to be recognised for our calm, orderly and purposeful environment, where pupils behave maturely, take responsibility for their actions, and engage fully in the opportunities and enrichment on offer. As a result, our pupils go on to ambitious academic destinations and progress to ambitious post-16 destinations, with over 65% of students regularly going to a top-third UK university.

Staff at Ark John Keats benefit from working within a highly academic, knowledge-rich curriculum designed to open doors for children for life.

Our curriculum is aligned with Ark Curriculum Programmes and carefully adapted to meet the needs of our pupils.

Teachers are supported through clear curriculum documentation, high-quality centralised resources, and protected weekly co-planning time within departments. This approach allows teachers to focus on intellectual preparation, subject mastery and meeting the needs of their classes, rather than creating materials from scratch.

Teaching and professional learning are central to daily life at the academy.

We recognise that excellent teaching is a career-long pursuit, and staff are supported through a research-informed CPD programme, regular coaching and feedback, and a strong open-door culture. Teachers at all stages of their careers are encouraged to reflect, collaborate and continually refine their practice, with development pathways that support both classroom excellence and leadership progression.

Ark John Keats Academy was graded Good in all areas at its January 2023 Ofsted inspection.

We are committed to building on this strong foundation to ensure every aspect of the school continues to improve. For staff, this means working in a mission-driven environment that values expertise, collaboration and long-term professional growth, while making a meaningful difference to the lives of young people and the wider community.

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Ark John Keats is a place where pupils are encouraged to be proud of who they are. Students feel confident talking about their culture and background, and that openness creates an inclusive and respectful environment.

As a member of staff, it is inspiring to work in a school that actively celebrates diversity and identity.

Jenny Bates
Vice Principal



Joining the Ark network

Joining Ark means there are plenty of diverse opportunities to progress your career, choosing the direction you want to take it in. Whether that be in one of our new or transition schools, a school in another region in the UK, as part of our dedicated network team or by working for one of our innovative Ark Ventures.

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There are real opportunities to grow at Ark John Keats. Career pathways are clear and flexible, allowing staff to develop in different directions depending on their interests and strengths.

You are supported to build a long-term career here, with the confidence that your development is taken seriously.

Anastasia Georgiou
Head of SEND

Benefits and rewards

As part of the Ark network, you'll have access to:

- Salaries 2.5% higher than the national main pay scale
- Twice as many training days as standard
- Generous pension scheme
- Access to Ark Rewards – savings from over 3,000 major retailers
- Interest-free loans up to £5,000 for season tickets or bicycle purchases
- Gym discounts up to 40%
- Access to the Employee Assistance Programme – free, confidential counselling, legal advice, and support

Safeguarding

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. To meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#) but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.

World-class training and development

At Ark we are committed to providing you with high-quality professional learning throughout your career. The development of our staff is one of our top priorities – at every level and in every role. That's why for school staff we offer twice the number of training days as standard. Staff at Ark have access to a variety of training sessions and experiences, including nationally accredited development programmes and exposure to other schools and teams. Whether you're just starting your career or you're an experienced senior leader, we'll support you to be the best that you can be.

A commitment to encouraging 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.





School information

Contact us

Address

Ark John Keats Academy
Bell Lane
Enfield
EN3 5PA

Phone

+44 (0)208 443 3113

Email

info@arkjohnkeatsacademy.org

Website

arkjohnkeats.org

Instagram

[instagram.com/arkjohnkeatsacademy](https://www.instagram.com/arkjohnkeatsacademy)

How to find us

By underground and rail

Ark John Keats is a fifteen-minute walk from Turkey Street (Weaver line) and Enfield Lock (National Rail) stations, and a twenty-minute walk from Brimsdown Station (National Rail), with regular connections to London Liverpool Street.

By car

We are easily reached by car from the A10 and M25, with most of North-East London accessible within 30 minutes. There is free onsite parking for staff.

By bus

The 191 bus stops outside the school on Bell Lane (stop Albany Park Avenue), and the 121 and 279 buses stop nearby on Hertford Road (stop Ingersoll Road) around an eight-minute walk away.

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At Ark John Keats there is a shared belief that our children always deserve the very best.

Staff are encouraged to reflect, learn and continually improve, knowing that every small step forward can make a meaningful difference for pupils. The drive to get better together is what keeps the work purposeful and rewarding.

Ellie Lacey
Assistant Principal





Ark John Keats Academy



Job Description Pack

www.arkjohnkeatsacademy.org





Secondary Graduate Teaching Assistant



About the role

Location: Enfield – easily accessible from central, north, and east London, as well as surrounding areas.

Salary: Ark Band 4, Pay Point 3 – 7 pro rata starting salary £27,350.03 -£28,940.42 term time only, depending on experience. This is calculated from the full-time salary of £28,616-£30,280

Working pattern: 08.00-17.00, Monday – Friday. Term Time only.

Contract: Permanent

Start date: 1st June 2026/or September 2026

Closing date: 18th May 2026

We will be reviewing applications on an on-going basis, and this advert may close earlier than advertised depending on the level of response.

Description of the post:

We are looking to appoint a motivated and enthusiastic Graduate Teaching Assistant to join the secondary phase at Ark John Keats Academy.

This is an excellent opportunity for a recent graduate who is passionate about education and eager to gain hands-on experience in the classroom. The successful candidate will support high-quality teaching and learning across the school, working closely with teachers, pastoral staff and subject departments to help all students reach their full potential.

Key Responsibilities



Main Duties

- To bring to the academy a passion for learning, belief in young people and a sense of dynamism and a 'can do' attitude.
- To actively promote academic achievement, the development of good character and the opportunities available for young people to enrich their lives through the opportunities presented by living in London.
- To support individuals and groups of pupils to help them make rapid academic progress.
- To deliver sessions to support the development of academic and social skills.
- To support pupils with special educational needs and English as an additional language
- To support the running of home learning support and/or other extra-curricular activities.
- To run one enrichment activity weekly
- To support academy events – music and drama performances, parent/open evenings, and sports activities
- To support the supervision of pupils at break, lunch and after school

Learning Support

- To support secondary pupils' Additional needs in the areas of communication and interaction, cognition and learning, social, emotional, and mental health and sensory and/or physical needs.
- To support secondary pupils with SEND needs through liaison with pupils, staff, parents, and external professionals.
- To support the Academy SENCO with writing and acting upon documentation regarding Education, Health and Care plans.
- To support the development of secondary pupils by tracking, recording and evaluating data pertaining to pupil progress.
- To provide one-to-one and small group teaching across the four broad areas of need, including speech and language, reading, writing, Maths, English as an additional language and social-emotional development.

Support for the school

- Supervise pupils in playgrounds, lunchrooms etc and assist with general pastoral care.
- Accompany teachers and pupils on trips and out of school activities as required within contract hours, taking responsibility for pupils under the supervision of the teacher.

Other

- Undertake and, when required, deliver or be part of the appraisal system and relevant training and professional development.
- Undertake other various responsibilities as directed by the principal and/or Vice Principals.



Person Specification



The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively. It is expected that the successful applicant will have and can demonstrate:

Qualification Criteria

- Minimum of A Level Grade C or above (or equivalent) in a subject, ideally qualified to degree level
- Qualified to work in the UK
- A good honors degree

Knowledge, Skills, and Experience

- Proven commitment to continued professional development and a readiness to reflect and self-evaluate to change, improve, and develop.
- Experience of building appropriate and effective relationships with young people.
- Good literacy and numeracy skills.
- Good interpersonal and listening skills; a high degree of emotional intelligence; and an effective oral and written communicator with children, staff, and parents.
- The ability to develop positive relationships with all young people.
- Well-developed planning & organising skills including time management, prioritisation, delegation, and administration.
- Sound judgement and problem-solving skills.
- Understanding the importance of confidentiality and discretion
- Able to deal with minor incidents, first aid, and pupils' personal health and hygiene with appropriate training.
- Competent user of ICT.
- Ability to lead sessions for pupils after receiving training.
- Able to speak another language, play a musical instrument or coach a sport (desirable)
- Experience planning and delivering sessions for pupils (desirable).
- Experience of having worked successfully in at least one school in an urban, multi-cultural setting, teaching pupils from backgrounds of socio-economic disadvantage (desirable)

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.

Apply Now



For an informal telephone conversation about the role, contact the Principal on 020 8443 3113 or email: recruitment@arkjohnkeatsacademy.org

Applications are reviewed and shortlisted on a rolling basis, and we reserve the right to interview, appoint and close adverts early due to the volume of applications we receive.

We therefore encourage you to apply at the earliest opportunity to avoid disappointment as once we have closed a vacancy you will be able to submit your application form

For further information or to arrange a discussion, contact us at recruitment@arkjohnkeatsacademy.org

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. 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](#).