



**FUTURE
ACADEMIES**
LIBERTAS PER CULTUM

ASSISTANT PRINCIPAL RECRUITMENT PACK



WELCOME FROM OUR PRINCIPAL

Welcome to Pimlico Primary Academy, a proud member of Future Academies. I am delighted to introduce you to our exceptional school, where excellence is at the heart of everything we do. Our carefully crafted curriculum and wide range of extracurricular activities are designed to nurture every child's success. With a dedicated and experienced team, we ensure that each pupil receives an outstanding start in life, fully prepared for the next stage of their educational journey.

Located in the vibrant heart of Pimlico, our school benefits from strong partnerships with local charities and organisations, such as Greenhouse Sports and the Pimlico Music Foundation. Sharing our site with Pimlico Academy, our 'sister' secondary school, allows us to offer a seamless transition for pupils moving on to secondary education. Our central location also provides convenient access to London's renowned museums, green spaces, and galleries, enriching our pupils' learning experiences with frequent cultural visits.

As Principal, I am immensely proud of our school. Guided by our motto, *libertas per cultum*—‘freedom through education’—we believe that a first-class education is the key to unlocking a lifetime of freedom and opportunity. Our mission is to help children discover and develop their talents, interests, and skills, empowering them to lead rich and fulfilling lives.

We are seeking an ambitious, strategic, and values-driven **Assistant Principal** to join our senior leadership team. This is a key leadership role with responsibility for raising educational outcomes, leading teaching and learning, overseeing curriculum development, and championing the development of Early Career Teachers.

As Assistant Principal, you will be instrumental in driving school improvement through high-quality pedagogy, robust curriculum leadership, and data-informed decision-making. You will work collaboratively with colleagues across the school to ensure every student thrives and every teacher is empowered to deliver excellence.

Future Academies is passionate about diversity and inclusivity. We welcome applications from individuals who have the skills and experience to fulfil the requirements of the job description and whose values align with the ethos of our academy. We encourage applications from candidates of all backgrounds, regardless of any protected characteristic.

If you believe you have the skills, experience, and qualities we are looking for, we strongly encourage you to apply. If you would like to discuss the role in more detail or arrange a pre-application visit, please do not hesitate to contact Anna Gillespie, HR Administrator, a.gillespie@pimlicoprimary.futureacademies.org

Thank you for your interest, and we look forward to receiving your application.

Pav Chandhoke
Principal



JOB DESCRIPTION

JOB TITLE:	Assistant Principal
LINE MANAGER:	Principal
HOURS:	Full time, Monday - Friday
SALARY:	<p>Inner London Leadership Payscale, ILL5 – ILL8 (£64,360 - £68,583)</p> <p>Starting salary to be confirmed upon appointment, subject to experience.</p>
PLACE OF WORK:	Pimlico Primary Academy
RIGHT TO WORK:	This appointment is subject to verification of the right to work in the UK. Where the successful candidate has worked or been resident overseas in the last five years, such checks and confirmations will be required in accordance with the statutory guidance
STAFF BENEFITS:	<p>Future Academies recognises its employees as the most important asset and critical to its success. To demonstrate this all staff are offered the following benefits:</p> <ul style="list-style-type: none">• A supportive ethos and concern for the well-being of all colleagues.• Excellent CPD opportunities and career progression.• Employer Contributions to Local Government or Teachers Pension Scheme.• Mintago – employee benefits platform.• Employee Assistance Programme.• Access to a Virtual GP• Eye Care Voucher scheme.• Partnership with YellowNest -Salary sacrifice childcare. <p>For further information regarding our staff benefits, please visit our website.</p>
PROBATION PERIOD:	The post holder will be required to complete a 4-month probation period

Job Description

Main Responsibilities and Tasks - Core Leadership Focus

As Assistant Principal, you will play a pivotal role in leading the quality of education across the school. This includes ensuring excellence in teaching and learning, a well-sequenced and ambitious curriculum, and effective mentoring and development of Early Career Teachers (ECTs). These will form the core of your responsibilities, alongside the wider duties expected of an Assistant Principal in a primary school setting.

Key Areas of Responsibility

Quality of Education

- Provide strategic oversight of the quality of education, ensuring that all pupils are taught a broad, balanced and knowledge-rich curriculum.
- Monitor and evaluate teaching practice and pupil outcomes to inform improvement priorities.
- Lead on curriculum planning and development to ensure coherence, progression, and alignment with the school's vision and national standards.

Teaching and Learning

- Ensure consistently high standards of teaching and learning across the school.
- Drive evidence-informed pedagogical practices and model high-quality teaching.
- Support staff in delivering lessons that foster curiosity, independence and deep understanding.
- Lead on the implementation and monitoring of teaching strategies that address disadvantage and promote equity in pupil outcomes.

Mentoring and Professional Development

- Lead the mentoring and induction of Early Career Teachers, ensuring effective support and coaching structures are in place.
 - Champion high-quality CPD for all staff, aligned to whole-school priorities and individual development needs.
 - Support middle leaders in growing their leadership capacity and improving practice across teams.
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Leadership Team Responsibilities

- Support the day-to-day management of the academy, including operational oversight where required.
- Deputise for the Principal in their absence.
- Maintain a visible, supportive and inspiring presence throughout the school.
- Support and uphold the school's ethos, values and high expectations for behaviour, learning and conduct.
- Lead on agreed strategic areas and whole-school initiatives.

- Carry out quality assurance processes such as learning walks, book scrutiny, data analysis and pupil voice.
 - Work collaboratively with the Senior Leadership Team to ensure the success of the academy in all areas.
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Teaching and Class Responsibility

- Deliver consistently high-quality teaching and model best practice.
 - Ensure your classroom is a place of ambition, engagement and high expectations.
 - Set clear targets for pupil achievement and use assessment to drive progress.
 - Build strong relationships with pupils and their families, ensuring effective communication and collaboration.
 - Play a key role in improving outcomes in key year groups, particularly Year 6, ensuring pupils are well-prepared for secondary education.
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Staff Management

- Line manage designated staff, supporting them to meet professional standards and grow in confidence and capability.
 - Contribute to recruitment and retention of high-quality staff.
 - Lead performance management processes and provide regular developmental feedback.
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Systems and Operations

- Ensure school systems and processes are efficient, purposeful and support high standards.
 - Oversee or support pastoral and SEND systems that enable all pupils to thrive.
 - Support effective curriculum-led financial planning and resource allocation.
 - Liaise with the Local Governing Body and contribute to the broader accountability framework of the Trust.
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Trust Responsibilities

- Actively promote the values of knowledge, aspiration and respect as defined by Future Academies.
 - Maintain professionalism, integrity and discretion at all times.
 - Contribute to the development and success of the wider Trust community.
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Other Duties

- Undertake any other duties commensurate with the role, as reasonably directed by the Principal.

PERSON SPECIFICATION

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Criteria	Essential	Desirable
Training, Qualifications and Experience: On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:		
	<ul style="list-style-type: none"> Degree Qualified Teacher Status (QTS) Experience in senior leadership Commitment to own self development Demonstrable successful teaching experience in a primary setting. Experience of improving pupil outcomes Experience of curriculum leadership and development. Successful mentoring or coaching of ECTs, trainee teachers or less experienced colleagues Experience of contributing to whole-school strategic leadership Experience of line management or leading a team 	<ul style="list-style-type: none"> Higher qualification in education and/or management Achieved NPQH Experience of working within a MAT or across more than one school
Knowledge and Understanding: In their statement of suitability and during the selection process, candidates will demonstrate that they have knowledge and understanding in:		
	<ul style="list-style-type: none"> Deep understanding of effective teaching and learning practices, including evidence-informed pedagogy Strong knowledge of primary curriculum and national expectations Clear understanding of school improvement processes and leadership of change Understanding of statutory safeguarding, SEND, and inclusion responsibilities Familiarity with DfE frameworks and Ofsted expectations Using evidence-based information about effective learning and assessment for learning Resource and financial management, monitoring and evaluation 	
Personal and Professional Qualities and Attributes: In their statement of suitability and during the selection process, candidates will demonstrate the ability to:		
	<ul style="list-style-type: none"> Developing and implementing strategies for raising achievement and achieving excellence for pupils, staff and themselves School development planning and evaluation Data analysis and target setting Commitment to the safeguarding of and to promoting the welfare of all children and young people Understanding of strategies to support children with SEND 	<ul style="list-style-type: none"> Work in partnership with colleagues across a multi academy trust or with external providers of support and advice

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| | <ul style="list-style-type: none">• Lead by example to inspire, motivate, influence and empower staff and pupils• Through personal commitment, maintain and develop the ethos of diversity, inclusivity and equality of opportunity• Set priorities and agree and achieve ambitious goals and targets• Work collaboratively with others, delegating appropriately• Create an environment in which staff accept their responsibility for pupils' learning outcomes• Seek and act on feedback from others,• Build and maintain effective relationships and communicate appropriately with all stakeholders.• Develop, maintain and extend appropriate partnerships with the local council, other schools, children's services, parents and the local community• Demonstrate emotional resilience, empathy and flexibility when dealing with challenge | |
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WHAT WE OFFER YOU?

1

Colleagues who care about the children they serve and each other.

2

A curriculum that is centrally resourced and locally owned.

3

An evidence-based hybrid CPD offer, striking balance between central input and local tailoring to context.

4

Bespoke leadership development opportunities with the chance to be involved in a year-long programme including executive coaching.

5

A thoughtfully crafted staff benefits offer through our partner, Mintago, including tax-free childcare, cycle to work vouchers, virtual GP access and much more.

6

A two-week October half term with no reduction in holidays elsewhere.

7

Integrated instructional coaching through StepLab, enabling feedback, which is timely, developmental, and low stakes.

8

Access to a generous enrichment fund, outside of the school funding envelope, through a bidding process to our charity sponsor, Future.

9

We lean into the size of our MAT. With ten schools, we are small enough for you to know everybody, and big enough for you to lean on them for support.

10

We treasure staff voice and use SchoolSurveys to get benchmarked data on how our staff feel and what they think. 83% of staff feel their line manager make them do their job better, against a contextual benchmark of 69%.

APPLICATION PROCESS

1. Applying for the role

- To apply for the post, please visit our website.
[Vacancies - FaceEd \(face-ed.co.uk\)](https://face-ed.co.uk)
- Applicants should complete the online application form via FaceEd. Applicants should also complete the 'Personal Statement' section of the online form to the best of their ability and use this section to demonstrate how they meet the requirements set out in the person specification. Please ensure specific examples are included.
- Applications must be received no later than **9am Monday 19th May**. Applications after this date will not be considered. We also reserve the right to interview high-calibre candidates prior to the closing date.

2. Interview Process

- The interview process will take place as soon as possible after shortlisted has been completed. The interview will include a formal interview and may include practical tasks related to the knowledge and skills required for the role.

3. Notification & Feedback

- Candidates that have taken part in interviews will be notified as soon as possible – please ensure that you have provided day and evening numbers on which you can be reached.
- Unsuccessful candidates will be given the opportunity to receive professional feedback.

4. Taking up the post

- The successful candidate will take up the post as soon as possible.

5. Additional information

- For further information please email HREnquiries@futureacademies.org and a member of the HR team will contact you.

6. Safeguarding

- As an educational trust, Future Academies is committed to the safeguarding and promotion of the welfare of all children and young people. Therefore, the Trust expects all members of staff and volunteers to share in this commitment. An 'Enhanced Disclosure and Barring Service' check and a 'Barred List' check is required for this role.

