



**ATHENA**  
LEARNING TRUST

## Head of School

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Applicant Pack

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**Closing date:**

30th April 2026

**Interview date:**

5<sup>th</sup> & 6<sup>th</sup> May 2026

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## Join Athena - Inspiring World-Class Education Together!

At Athena, we are a passionate and forward-looking educational organisation committed to providing world-class education and helping individuals **lead great lives**. Our core values of "**dream big, take responsibility, and be kind**" guide our mission to create a supportive and inclusive learning environment where everyone can excel and grow.

<b>Job Title:</b>	Head of School
<b>School Base:</b>	Pool Academy
<b>Closing Date:</b>	30/04/2026
<b>Interview Date:</b>	05/05/26 & 06/05/26
<b>Vacancy Start Date:</b>	Date
<b>Contract Type:</b>	Permanent
<b>Salary:</b>	£91,158 - £100,540



## Being an Athenian

At Athena, we believe in the power of education to transform lives and shape a brighter future. We are dedicated to fostering a strong sense of community, where students, educators, and parents collaborate to achieve academic excellence and personal growth. Our commitment to "**dream big, take responsibility, and be kind**" underpins everything we do, inspiring our students to aim high, take ownership of their learning, and treat each other with respect and compassion.

We are inspired by wisdom, creativity and learning. Determined to create a world where all children get to go to great schools, our mission is to provide the knowledge and education to bring opportunities, choices and freedom.

If you want to be part of an inspirational team of big thinkers who will support you to develop your full potential and value your knowledge, passion, wellbeing and commitment, it sounds like you could be on your way to joining us and becoming an Athenian.



# What makes Athena different

## Our Commitment to you

We recognise that all of our people have a role to play in ensuring our students have access to world-class education and so each one is valued. We are committed to creating an inclusive and supportive work environment that promotes both personal and professional growth. We put staff wellbeing first and here are some of the benefits and perks you can enjoy as a member of our team:

**Impact:** positive outcomes for our students

**Leaders:** we see everyone as a school leader

**Wellbeing:** ensuring your time off is for you

**Generous pension:** the local government pension scheme

**Employee Wellbeing Initiatives:** support your physical, mental, and emotional health

**Benefits:** Enjoy access to various discounts, benefits, and rewards to enhance your lifestyle.

*Join us on this journey to inspire greatness in ourselves and others. Together, we can create a brighter future and make a lasting difference in the lives of our students and the communities we serve.*

## People

passionate about making a difference in the lives of each other and our students

## Development

investing in our employee's growth and development

## No burn out

cut low-impact workload and champion staff wellbeing

## Support

valuing our employee time and impact by investing it well and providing wrap around support

## Flexibility

flexible working to promote work-life balance where possible



## Role Summary

The Head of School is the primary leader responsible for the operational excellence and daily management of the school. The central objective is to translate the Executive Principal's strategic vision into a reality characterised by top 1% outcomes in all areas of school life. While the Executive Principal holds ultimate strategic accountability, the Head of School is responsible for the implementation and delivery.

You will lead a learning community focused on teaching excellence, fostering a culture where students and staff dream big, take responsibility, and be kind while relentlessly pursuing national benchmarks of excellence. You will be accountable for achieving high-quality teaching, student achievement, and continuous improvement to embody always learning together.



## Key areas of responsibility - What you will be doing

### 1. Academic Outcomes & Progress (Prepare)

- Operational Leadership: Drive the daily instructional leadership required to achieve top 1% results.
- Data Management: Meticulously manage student data and implement rigorous intervention cycles.
- Examination Readiness: Ensure every student is prepared well for examinations to reach top 1% benchmarks for national progress.

### 2. Quality of Teaching, learning and leadership (Learn)

- Teaching Consistency: Ensure the quality of teaching in every classroom is consistent with top 1% national practice.
- Lead a High-Performance Professional Development Culture: Drive the effectiveness of the CPD program, ensuring it empowers staff with evidence-based expertise and successfully translates training into improved classroom practice.
- Cultivate Leadership expertise: Facilitate exceptional leadership growth by ensuring SLT and Middle Leaders utilise 1:1s, CPD and all other interactions to take responsibility for school improvement goals.
- Curriculum Delivery: Collaborate with the school improvement team to create and deliver high-quality curriculum resources.

### 3. Student Attendance & Engagement (Attend)

- Granular Intervention: Ensure intervention takes place at a granular level to sustain student presence and engagement.
- Follow-up: Co-ordinate pastoral teams to meet top 1% attendance figures.
- Drive School-Wide Celebration: Orchestrate the celebrations that ensure high attendance is a visible and celebrated norm for the entire school community.

### 4. Literacy & Reading Strategy (Read)

- Champion the 'Read' Mission: Ensure that all staff deliver Tutor Reading and intervention programs with 100% fidelity, making high-quality daily reading a hallmark of the student experience.
- Systematise Rapid Reading Progress: Make a reality our ambitious aim to ensure students catch up quickly when they are reading below their chronological age.
- Facilitate a Data-Rich Literacy Culture: Ensure that regular "Progress Spotlights" are used by leaders to celebrate growth, share success, and adapt interventions where necessary to close reading gaps

## Key areas of responsibility - What you will be doing

### 5. Behaviour, Culture & Discipline (Respond)

- Foster a Predictable and Safe Environment: Secure a world class school climate by ensuring all staff embody our behaviour principles and our students live up to our values
- Embed Excellence in Character: Ensure that the school's daily rituals—from greetings to character lessons—are delivered with high energy to build student responsibility, kindness, and foster dreaming big.
- Empower world-class pastoral support: Oversee pastoral support systems, to ensure that students are empowered to take responsibility alongside high levels of support.
- Safeguarding: ensure safeguarding is at the center of all operations.

### 6. Staffing & Professional Excellence

- Performance Accountability: Manage on-site staff performance and accountability, ensuring the highest levels of professional conduct.
- High-Performance Culture: Foster a culture where staff are supported to deliver top 1% outcomes without burnout.
- Onboarding: Implement effective strategies for staff induction and professional development.

### 7. Operational Excellence

- Resource Management: Oversee all non-academic operational functions, including finance, estates, IT, HR, Catering, and governance, to ensure compliance and the provision of a world-class physical environment that enables the achievement of top 1% outcomes.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

You could reasonably be asked to work out of our partner sites to support where required.



## Person Specification - How you will be doing it

**Build Knowledge:** A strong commitment to building knowledge, staying updated with the latest research, and delivering top 1% outcomes in your own practice.

**Build Trust:** Skilled in building trust, fostering open conversations, and acting as a role model for the Trust values.

**Prioritise:** Ability to implement complex systems and focus efforts on high-impact activities.

**Clarity and Energy:** The ability to command respect and inspire a community through formal, clear, and values-driven communication.

**Follow-Up:** A relentless drive to ensure tasks are completed and adapted to overcome challenges.

### **Dream Big**

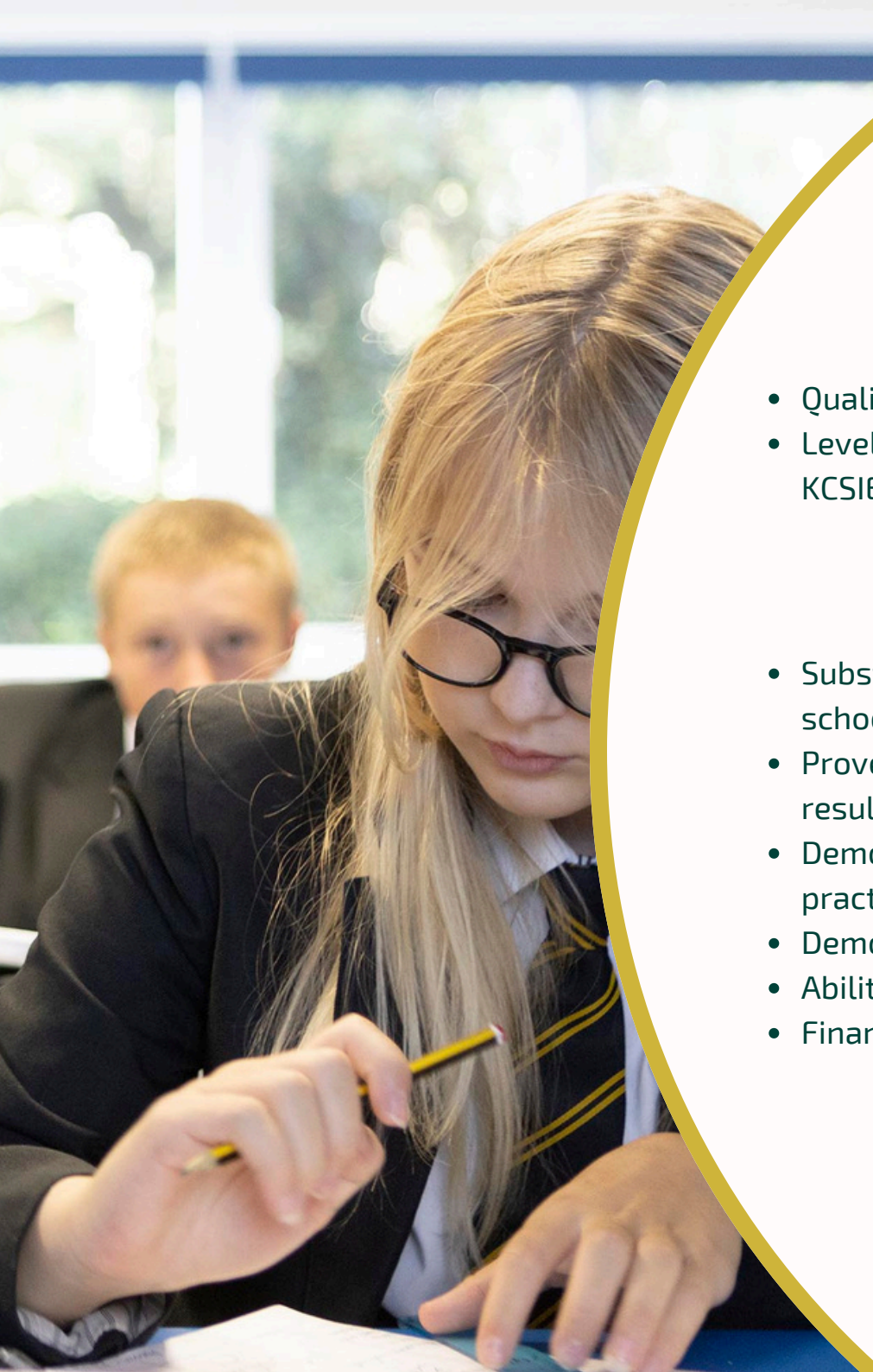
- Deliver value opportunities for world class education for all students

### **Take Responsibility**

- To maintain confidentiality of information acquired in the course of undertaking duties for the department.
- Ensure Health and Safety and Safeguarding are at the centre of your approach.
- Take accountability for your own development and aspire to deliver the very best practice across all areas of your role.
- To attend staff meetings and school-based CPD days as required.

### **Be Kind**

- To encourage acceptance and inclusion of all students.
- Support positive strategies for promoting equality and for challenging racial and other prejudice.



## Qualifications

- Qualified Teacher Status (QTS)
- Level 3 Safeguarding (or willingness to obtain) and deep understanding of KCSIE

## Experience

- Substantial experience and evidence of impact as Vice Principal, Head of school or similar role previously
- Proven ability to lead large teams to achieve exceptional, measurable results and the highest academic standards.
- Demonstrating knowledge and understanding of effective teaching practices
- Demonstrating resilience, determination and positivity
- Ability to problem solve
- Financial management skills

## How to Apply

If you are passionate about our values and dedicated to making a meaningful impact on education, we invite you to apply. **Please complete the application form on My New Term** and tell us about how you connect with our values of "**dream big, take responsibility, and be kind**" and what you feel you can contribute to our team and our goal to deliver world class education.

Athena Learning Trust is committed to **safeguarding** and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to Enhanced DBS clearance and appropriate pre-employment checks.

We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are advised.

## Apply now

and experience the difference in a rewarding and meaningful career in education.