



ATHENA
LEARNING TRUST



Atlantic Academy
Part of Athena Learning Trust



Head of School Candidate Pack



Helping schools / trusts appoint the best Senior Leaders



WELCOME LETTER

from the Principal

Dear Candidate,

Thank you for your interest in the position of Head of School at Atlantic Academy. This is a rare opportunity to lead a secondary school that is as unique in its character as it is breathtaking in its coastal setting.

As a proud member of the Athena Learning Trust, we are a school community defined by a dual identity: we offer the intimacy and care of a small community school, paired with the specialist resources and academic rigor of a forward-thinking trust.

Our Vision and Values

At Atlantic Academy, we believe that education is the ultimate tool for empowerment. Our mission is to provide students with the knowledge, character, and values necessary to participate in "humanity's adventures." We don't just teach subjects; we foster the habits and wisdom that allow young people to make a positive impact on the world.

Our approach is built on four key pillars:

- **Effective Teaching:** Delivering a rigorous, knowledge-rich curriculum.
- **Positive Culture:** Creating a space where interaction, friendship, and diversity thrive.
- **Strong Community:** Ensuring every student is known as an individual.
- **Ethical Character:** Modeling the choices and values we wish to see in our graduates.

The Role

We are looking for a leader who is passionate about ensuring no one is left behind. You will be joining a dedicated team of "Athenian educators" who are committed to the idea that great education provides freedom—freedom from limitations and the freedom to contribute to society.

The successful candidate will be someone who can maintain our high standards of academic excellence while nurturing the warm, inclusive culture that makes Atlantic Academy so special. You will be a role model for our staff and students alike, championing a curriculum that develops not just the mind, but the person.

Why Join Us?

Atlantic Academy is more than just a place of work; it is a community where you can truly see the impact of your leadership. Surrounded by an inspiring landscape and supported by the wider Athena Learning Trust network, you will have the autonomy to lead and the collaboration to succeed.

If you are a visionary leader who believes that every student deserves a broad range of life-changing opportunities, we would love to hear from you.

We look forward to meeting you and potentially welcoming you to our stunning school.



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Pupils enjoy attending Atlantic Academy. They are polite and welcoming. Leaders ensure that there are high expectations for pupils in everything they do. Pupils appreciate this. They learn well in a respectful environment.

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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.

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.

What makes Athena different

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





HEAD OF SCHOOL

Job Description

Pay Scale: L19-L22

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

The Head of School (HoS) is responsible for the systematic delivery of strategies and the attainment of top 1% outcomes, operating within the framework set by the Executive Principal (EP).

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.





HEAD OF SCHOOL

Job Description

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.

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

7. School Promotion and Student Recruitment

- Promote the School: Actively lead the school's marketing and communication strategies to enhance its reputation and visibility within the local and wider community.
- Student Recruitment: Drive initiatives to increase student enrollment, ensuring the school remains a first-choice destination for families.
- Develop Unique Selling Points (USPs): Identify and promote the school's unique strengths and specialized offerings to distinguish it from competitors and attract prospective students.
- Community Engagement: Build and maintain strong relationships with local primary schools, businesses, and community organizations to foster a positive school image and support recruitment efforts.





HEAD OF SCHOOL

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 & Skills

- 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 wish to discover more about this exciting opportunity, need any further information or would like to have an informal discussion, please contact Will Bridge at Academicis, our recruitment partner, on wbridge@academicis.co.uk or by phone on 07825 346535 / 01223 907979

Early applications are encouraged as suitable candidates may be interviewed before the closing date.

Closing date:

Monday 6th July 2026

Shortlisting:

Monday 6th July 2026

Interviews:

Thursday 9th July 2026

Atlantic Academy reserves the right to withdraw the position if an early appointment is made.



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