

Job Profile: PRINCIPAL



Salary scale:	L31 - 37
Working hours:	1 FTE
Academy/department:	Abbey Grange Academy
Nature of contract:	Permanent
Responsible to:	Executive Principal

Job purpose:

To lead and manage all aspects of Teaching & Learning and daily operations at the Academy, ensuring strategic direction, accountability, and alignment with the Trust's Christian vision and mission to 'educate, nurture and empower' through a broad and inclusive curriculum.

Job specific responsibilities:

Vision and Strategic Leadership

- Embed and communicate the MAT vision and Christian ethos, ensuring it is understood and enacted across the Academy.
- Translate vision into clear objectives and operational plans that drive sustained improvement.
- Provide strategic leadership for teaching, learning, and curriculum development to raise standards and achievement.

Educational Excellence

- Ensure high-quality teaching and learning through rigorous monitoring, evaluation, and improvement strategies.
- Promote innovation, creativity, and effective use of technology to enhance learning.
- Lead and maintain the development of a broad, balanced, and inclusive curriculum that meets statutory requirements and reflects community diversity.
- Monitor and evaluate teaching and learning using data and benchmarks to set ambitious targets, monitor progress, and address underperformance.
- Develop student leadership opportunities across the Academy.
- Provide a wide range of activities to raise aspirations and build confidence.
- Encourage student voice and participation in Academy life.

Safeguarding and Student Welfare

- Ensure compliance with safeguarding policies and statutory guidance.
- Provide a safe, healthy, and nurturing environment that promotes student wellbeing, behaviour, and attendance.
- Foster an inclusive culture that challenges prejudice and supports personal development.
- Work with external agencies to safeguard children and support student wellbeing.

Staff Leadership and Development

- Lead, motivate, and develop staff to achieve high standards through setting clear expectations and developing a culture of growth and development, challenging and supporting under performance when identified
- Recruit and retain high-quality staff, building strong, effective teams.

- Build a collaborative culture of continuous improvement, promoting collaboration and sharing of best practice within and beyond the Academy.

Partnerships and Community Engagement

- Build strong relationships with parents, governors, trustees, and external partners to enhance student outcomes and Academy reputation.
- Promote effective communication and engagement with all stakeholders.
- Contribute to wider educational networks and initiatives within and beyond the MAT, establishing the Academy as a centre of educational excellence through collaboration with Abbey MAT, local businesses, and external partners

Resource and Financial Management

- Ensure efficient and transparent management of resources and budgets in line with MAT policies.
- Ensure learning is central to strategic planning and resource allocation.
- Provide accurate reports to governors and trustees on performance, finance, and compliance.

Accountability and Governance

- Fulfil statutory and contractual responsibilities to the Local Governing Body and MAT Trustees.
- Present clear, evidence-based evaluations of Academy performance.
- Drive a culture of accountability, reflection, and continuous improvement.

Abbey MAT responsibilities

- Contribute to the overall aims and values of the academy and Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required.
- Comply with all academy and Trust policies and procedures including child protection, safeguarding, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person.
- To safeguard and promote the welfare of children for whom you have responsibility, or come into contact, including adhering to all specified procedures.
- To promote and adhere to principles underpinning equalities in terms of employment and service delivery to ensure that colleagues are treated, and services delivered, in a fair and consistent manner.

The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in this profile, but which is in line with the general scope, grade and responsibilities of the role.

People Profile:

Aptitudes, qualities and values:	Essential	Desirable
A willingness and ability to fully support the Christian character, vision and values of the Trust	✓	
High personal standards of integrity and probity	✓	
Enthusiasm, vision, drive, adaptability and resilience	✓	
Be confident, positive and approachable	✓	
Be able to secure the loyalty and confidence of students, staff, parents/carers, Governors and others	✓	
Have consideration of the views of others	✓	
Advocate a sound educational philosophy with the ability to translate into practice	✓	
Ability to create a learning culture within the organisation which is recognised by staff, students, parents and carers	✓	
Commitment to personal development	✓	
Be able to understand and develop your own emotional intelligence	✓	
Strong commitment to raising standards	✓	
Ability to remain positive and enthusiastic, including when under pressure	✓	
Qualifications, knowledge, skills and experience:	Essential	Desirable
Qualified teacher status for England (or equivalent)	✓	
Relevant degree (or equivalent)	✓	
NPQH or further professional qualification		✓
Recent, relevant professional learning and development	✓	
Demonstrable success in raising standards and meeting challenging targets	✓	
Excellent oral and written communication skills with an ability to negotiate at all levels	✓	
Be E-confident and able to understand and sell the benefits of ICT and future technology in an education context	✓	
Ability to set appropriate targets for the improvement of Academy performance and how to establish, monitor and evaluate an action plan in relation to those targets	✓	
Ability to interpret and implement new legislation, polices and directives	✓	
Ability to analyse information from a wide variety of sources and solve complex problems	✓	
Ability to demonstrate sound leadership in managing transition between key stages for students across the Academy and with partner schools and academies	✓	
Ability to demonstrate sound organisational skills, work under pressure and determine priorities to meet tight deadlines	✓	
Ability to provide clear educational vision and direction	✓	
Ability to work in partnership with senior leaders and governors	✓	

Ability to analyse and use pupil data on attainment and progress to raise standards	✓	
Secure knowledge of statutory requirements relating to curriculum and assessment	✓	
Knowledge and understanding of the OFSTED statutory inspection framework	✓	
Knowledge and understanding of leadership in a Church of England school and of the SIAMs inspection framework		✓
Evidence of sustained impact as a Head of School/Deputy Head Teacher or senior education leader within the secondary sector	✓	
Experience of developing a highly exciting and innovative curriculum which is personalised to the needs of the whole student	✓	
Experience of managing, developing, inspiring and motivating staff	✓	
A proven track record of managing change quickly and effectively to deliver transformational and cultural improvements	✓	
Experience of presenting high quality, strategic information to Governors and supporting their role as a 'critical friend'	✓	
Experience of data analysis and the identification of where intervention is required to ensure that students of all levels of ability achieve their full potential and beyond	✓	
Successful experience of monitoring, evaluating and improving the quality of teaching and learning	✓	
Experience of budgetary management at whole school level		✓
Experience of leading curriculum innovation	✓	
Understanding of what excellence looks like within educational leadership, management, teaching and learning.	✓	
Evidence of successfully operating at both strategic and operational levels.	✓	
Safeguarding and promoting the welfare of students:	Essential	Desirable
Appropriate motivation to work with children and young people	✓	
Ability to maintain appropriate relationships and personal boundaries with children and young people	✓	
Emotional resilience in working with challenging behaviours and appropriate attitudes to the use of authority and maintaining discipline	✓	

Our Trust mission:

In partnership, to Educate, Nurture and Empower

Our Trust vision:

Our academies will provide an environment which is welcoming, caring, calm, disciplined and purposeful and which will stretch our young people academically, support them pastorally and help them develop socially and spiritually.

Abbey MAT is committed to providing high quality education for all within an ethos which seeks to work in partnership to educate, nurture and empower through academic, vocational, mental, physical, cultural and spiritual opportunities so that each individual in our academies is able to achieve their full potential. Our vision and values underpin all the work of the Trust. Everyone is encouraged to explore their own spirituality and to recognise and understand that of others.