



**Orion
Education**

Vice Principal - Behaviour, Culture and Ethos



**Improving
Outcomes
Transforming Lives
Enabling Social Mobility**



Welcome from the CEO

Thank you for showing an interest in our pupils, our schools, and our Trust. This is an exciting time to join Orion Education. We are a very different organisation in 2025 than we were four years ago.



Simon Garrill

Chief Executive Officer

Thank you for taking the time to look, and for showing an interest in one of the roles in our schools. In a long career in education, starting out as an English teacher, I have loved the fact that I get to work with some fantastic young people and a group of like minded professionals who have a real passion for their work and share the same values. There aren't many professions where that is the case.

We are driven by our desire to do the best for our young people. Our reason to exist is to improve outcomes, transform lives and enable social mobility. Our values of trust kindness and endeavour underpin our work, and we succeed through ensuring a healthy culture and academic rigour. This emphasis on leadership involves nurturing a robust pipeline of leaders deeply committed to our values and mission. Collaborative partnerships are integral to our goals, as we seek to forge strong partnerships to amplify our impact.

At Orion Education, we take pride in the work that we do to develop our teachers and our leaders. Our approach to instructional coaching and leadership development has been recognised nationally. We are at the forefront of a coaching model that supports you in making the most of your career. Our expectations of ourselves and each other are high. In return we offer you unrivalled professional development, so that you can fulfil your own ambitions. Finally, I am extremely grateful for your interest in our Trust. We are moving forward at a rapid rate and it's an exciting time to join us.

SGarrill

Our Four Critical Questions

Why do we exist?

To improve outcomes, transform lives and enable social mobility.

Trust • Kindness • Endeavour

How do we behave?

What do we do?

We create a strong network of schools which transform the lives of students by enabling them to achieve high educational and personal goals, regardless of their background.

Through a clear backbone, strong culture, academic rigour and smart systems.

How do we succeed?

Mission & Values

All schools share the trust four critical questions. We exist to improve outcomes, transform lives and enable social mobility.

Curriculum

The curriculum within our schools is designed around our principles of focused, coherent, sequenced, and inclusive. Where we can enhance collaboration and reduce workload, we standardise some elements. However, teachers do adapt the curriculum based on the needs of the students in their class.

Assessment & Feedback

Our assessment and feedback calendar captures the rhythm of our assessment and data collection. Data driven instruction and responsive teaching ensure that formative assessment is central to pedagogy.

Safeguarding & Attendance

Safeguarding is the responsibility of all. Our standardised approach to safeguarding and the support that we give our schools ensures that all children are kept safe. External reviews scrutinise the work that we do.

Quality Assurance

Our school workflow captures the rhythm of the work that we do. We undertake regular cycles of structured monitoring to ensure that our schools are accelerating the progress of the students in their care.

CPD

We allocate 7 training days to the teachers in our schools. All our teachers take part in instructional coaching. In addition, we provide enhanced levels of training for our leaders to develop their expertise in their current role and to prepare them for their next role.

Workload

Schools are expected to streamline workload as much as possible. We limit the number of assessment points within our calendar and ensure that teachers do not undertake unnecessary administrative tasks.

Teaching

Teaching is responsive to the needs of pupils. Our lesson framework based on the Rosenshine principles helps teachers to frame learning. However, we understand that each lesson will be different and will be designed to meet individual needs of pupils with adaptive teaching.

Behaviour & Routines

It is essential that we have the highest expectations of behaviour within our schools. Good discipline and order are the foundation upon which pupils learn. Our common culture rubric and our behaviour, along with a codified approach to routines ensures that our schools are great environments in which to learn and teach.

SEND

Adaptive teaching is at the core of our approach to meeting the individual needs of pupils. We share best practice and undertake annual reviews of SEND to ensure that pupils make progress. All our schools are open and welcoming places for pupils with SEND.

Performance & Appraisal

We share a common approach to performance management and appraisal by providing a highly supportive and professional environment. Our talent programme ensures that colleagues who are talented and ambitious to progress are supported to do so.

Operations

We take pride in running our schools well. Governance, IT, estates, finance, communications, and marketing are all within our Backbone.

The Orion Backbone

The Orion Backbone provides clarity on the elements of our schools that are standardised or aligned.

Our Schools

There are currently four secondary schools and four primary schools within the Trust. Four of the primary schools and three of the secondary schools are located within Bromley, South East London. A further secondary is close to Canterbury in Kent. These schools include:

Secondary Schools



**Orion
Eden Park**

11 - 18



**Orion
Spires**

11 - 16



**Orion
Coopers**

11 - 18



The
Ravensbourne
School

11 - 18

Primary Schools



**Orion
Blenheim**

4 - 11



**Orion
Mead Road**

4 - 7



**Orion
Ravensworth**

4 - 11



**Orion
Scotts Park**

4 - 11

Candidate Charter

Orion Education wants every candidate to have an informed, engaging and positive experience, and to support this we've created our Candidate Charter which outlines our commitment to you.

Our Commitment to You

- **Transparency** we will treat you with respect, honesty and fairness
- **Protecting your privacy** we'll ensure your information is secure and handled sensitively
- **Understanding** you'll be given everything you need to make informed decisions
- **Showcasing** talent we'll provide a good opportunity for you to share your skills, experience and potential
- **Feedback** we will provide constructive feedback professionally and promptly
- **Listening** we welcome feedback and we'll act on what you have to share
- **Inclusivity** our hiring decisions align with our commitment to create a high quality, diverse workforce

We Will

- Provide you with clear, accurate and timely information
- Give you the opportunity to ask questions – and we'll ensure you get the answers you need
- Respond to enquiries promptly and usually within 24 hours during the working week
- Adopt a fair and consistent assessment process
- Make sure you have all the documentation and details you need for an interview, well in advance
- Provide you with real insight about what it's like to be part of our team
- Ensure all offers are fair and equitable
- Seek feedback on your experience at every opportunity, so we can continue to improve

In Return We Ask that You

- Be honest and upfront about your experience, aspirations and motivations
- Provide open and accurate information when submitting an application
- Always give yourself the best opportunity to succeed - research who we are and how we work
- Let us know if situations change in relation to your interest - and help us understand why
- Prepare yourself for interview and let us know how we can support you

Your Wellbeing at Orion Education

We know that, to achieve our vision, it is our people who will make the big difference. That is why we are continuously reviewing our wellbeing offering through the implementation of our wellbeing strategy.

Wellbeing Strategy

Our strategy aims to represent a commitment to an integrated approach to staff wellbeing that creates:

- a sense of belonging
- an environment and culture based on our vision, mission and values
- an environment where staff wellbeing is integrated into day-to-day practices
- an environment that recognises skills and encourages personal development
- encouragement and support for employees to develop and maintain a healthy lifestyle
- support for people with manageable health problems or disabilities to maintain access to or regain work
- improved staff satisfaction, recruitment and retention.

Our Commitment

- development of the Orion Education wellbeing charter
- protected time for PPA
- needs based flexible approach
- improving working lives through employment policies such as flexible working, absence management, menopause, mental health and dignity at work
- creating a safe place to work through health and safety strategy and initiatives
- ensuring that all line managers support staff through regular line management meetings
- decreasing the interval between treatment and return to work through occupational health referral and advice
- career development through continual professional development (CPD)
- personal support through the Employee Assistance Programme counselling service
- adherence to the rarely cover policy
- reducing workload through sharing best practice and agreeing smarter ways to work in line with the backbone.

Why work for us

Competitive salaries

We offer competitive salaries for both teaching and non-teaching staff based on the type and level of role you do with automatic pay progression for main scale teachers. Pay ranges are reviewed annually with our recognised unions.

Pension Scheme

All contracted members of staff will be automatically enrolled into a career-average pension scheme with either the Teachers' Pension Scheme or the Local Government Pension Scheme (whichever is appropriate). You don't pay tax or National Insurance on your contributions and Orion Education adds a generous employer contribution, which varies depending on your salary.

Professional Development

Key to our ongoing success our development programmes are second to none.

Our commitment to instructional coaching ensures a consistent approach to teacher development across our schools.

Our Trust conference, online CPD modules and in-school service training supports you to achieve your goals whatever they might be.

Additionally, our programme of Trust Twilights provides our teachers with opportunities for deliberate practice and curriculum development planning.

Our early career teachers benefit from weekly mentoring and coaching, alongside a thorough training programme and additional Trust-wide events.

We also have opportunities for practitioner research and access to an NPQ programme through National Institute of Teaching.

Benefits

For a full list of our benefits, please visit our website [Orion Education - Staff Benefits](#)

Welcome from the Principal

Welcome to Orion Coopers, a successful secondary that ensures that all members of our community are focused on creating strong outcomes for our young people.



Ms Maria Papachristodoulou
Interim Principal

At Orion Coopers we place our pupils learning at the heart of everything we do to ensure that we strive to constantly improve and drive progress. The most important lever to improving outcomes, transforming lives and enabling social mobility is our staff body. We are a coaching school and focus on developing the expertise and practice of all teachers and leaders regardless of their starting points.

Our vision is clear: we are a thriving community where pupils achieve strong progress, attend with purpose, and no child is left behind regardless of background or need. Every classroom reflects our high expectations, and our pupils lead with integrity, wearing their uniform with pride and managing their behaviour with maturity.

Our core values – Trust, Kindness, and Endeavour – shape everything we do. Trust builds the strong relationships that underpin our pastoral care and culture. Kindness ensures that every member of our community feels respected and included. Endeavour drives our commitment to hard work, resilience, and personal growth.

We believe in a holistic education where the academic curriculum is supported and enriched through extra-curricular opportunities and experiences. Pupils leave Orion Coopers with the skills, knowledge and experiences necessary to embark on the university or career of their choice. Our staff are fundamental in making this vision into a reality.

About our School

Orion Coopers is a welcoming and thriving secondary school located in Chislehurst. It is part of Orion Multi-Academy Trust. Set in 33 acres of beautiful parkland it offers extensive educational facilities. Orion Coopers is a community that inspires ambition, resilience and success for all.

In Orion Coopers we have high expectations of all members of the community; we push each other to be the best versions of ourselves. This is best demonstrated in our ambitious curriculum for all pupils which matches and exceeds what is expected nationally. We have a strong team of creative and enthusiastic teachers who support and stretch pupils in their learning. We have a shared understanding of what great teaching looks like and support this through bespoke training and coaching. As a teacher at Orion Coopers you will receive exceptional professional development to enable you to develop your skills set and progress. We are committed to developing opportunities for our staff to grow in their roles and into roles within the school and across the Trust

We have clear behavioural expectations that ensures our school is calm and orderly and learning comes first. Clear systems mean that pupils are rewarded and encouraged whilst behaviour that does not meet expectations is consistently challenged. Working alongside our classroom teachers, we have a dedicated pastoral team that support within each year group and across the school. Our recent Ofsted in 2023 commented that "Pupils are safe around the large school site. They know that bullying is not tolerated, and that staff swiftly intervene to resolve any issues. Staff build positive working relationships with pupils and listen to any worries that they may have. Pupils are kind and respectful to others, including to new arrivals to the school. Sixth-form students act as role models for their younger peers."

Our pastoral and associate staff teams are key in delivering our educational goals. As a community we are committed to the professional development of all staff. Therefore, we offer a comprehensive Associate Staff programme of training and development which allows members to enhance their experience and skills through a broad range of opportunities.

Joining Orion Coopers now means that you will be part of our exciting journey on this next stage of our development. We look forward to welcoming you into our community.



Job Description

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|----------------------|---|
| Job Title | Vice Principal - Behaviour, Culture and Ethos |
| Salary | Leadership Scale L19-L23 |
| Contract Type | Permanent |
| Working Hours | 1FTE |
| Location | Orion Coopers |
| Reporting To | Head of School |

Job Purpose

To provide professional leadership and management. Encourage all students to be the best they can be through setting the highest of expectations.

Main duties and responsibilities

- To live the vision and values.
- Lead on curriculum development, systems & procedures.
- Lead on Timetabling.
- Lead on monitoring standards, tracking and analysis of results/ data.
- Support Academy wide on Training and inductions.
- To be accountable for pupil progress and development across KS3, KS4 and post 16, including meeting pupil achievement targets for subject areas.
- To ensure high standards of teaching and learning across the faculty area, through continuously developing and enhancing the quality of teaching and learning.
- To ensure an appropriately broad, balanced, relevant and differentiated curriculum for pupil, in accordance with the Academy aims and policies.
- To ensure that all Academy policies and procedures are implemented and applied consistently by all staff in the faculty area.
- To effectively and efficiently manage and deploy teaching/support staff, financial and physical resources.
- To support the development for literacy, to raise standards of literacy across the Academy.

- To ensure that all pupils are provided with accurate and effective advice and guidance regarding career and educational pathways.
- To ensure that every child has the opportunity to experience a range of experiences.
- To share and support the academy's responsibility to provide and monitor opportunities for personal and academic growth.
- As a member of the Senior Leadership Team, you will also be centrally involved in the overall leadership and management of the school and will help to establish a culture that is both nurturing and rigorous.
- To strategically lead on the curriculum and the development of the curriculum.
- Responsibility for the public exams and all related elements of work with the exams officer.
- Ensure the assessment framework is in place and communication of this is done in a timely manner for all staff.
- Ensure the assessment data analysis and intervention plan is updated with the impact being seen through outcomes.
- Ensure that assessment recording and reporting is completed accurately.
- To lead the Head of 6th Form.
- Support colleagues, including all other members of the leadership team, in their work for the development and improvement of the school, to achieve high standards of teaching and learning across the school.
- Responsibility for the strategic lead and development of a key area of the school. This role includes having a direct impact on the vision and direction of a key area within the school coupled with the strategic oversight of all aspects of the role.
- Support and contribute to the development and implementation of the school's vision and strategy.
- Take responsibility for day-to-day management of the school alongside the SLT.
- In partnership with the Principal and rest of the leadership team, ensure the safeguarding of all pupils, and that the safety and wellbeing of pupils and staff is promoted and maintained at all times.
- Share responsibility for the management of the school and to contribute to the consultative and decision-making process.

- Support whole school aims, objectives and policy decisions, contribute to their establishment and initiation and sustain their implementation and review.
- Actively promote the school and liaise with outside agencies as necessary, representing the Principal, the school or Orion Education Trust as appropriate.
- Provide information, advice and perspective to the governing body and to any legitimate external enquiry/ evaluation.
- Support the Principal in the responsibility for the implementation of performance appraisal for all staff, including line management of specific staff.
- Provide all reporting in a timely manner, with strategic and operational actions to drive forward any areas of school improvement.
- To play a lead role in the curriculum and data aspects of the Governors meetings.
- To keep abreast of developments and initiatives relating to education as a whole, school leadership and management in particular.
- To lead and manage the development of the curriculum in line with the expectations of Ofsted and the revised National Curriculum, and to ensure that the new specifications at GCSE and A Level are firmly and positively embedded.
- To support the development of the shared Orion Education curriculum.
- To oversee the management and development of data systems as a mechanism for curriculum analysis and successful subject practice moderated across faculties, and for measuring value added and setting targets across all key stages. Experience of 4Matrix and Alps is desirable.
- To act as the Raising Standards Officer and to have oversight of all aspects of Year 11/13 intervention and support to ensure progress scores move into and remain as a positive.
- To lead the school's self-evaluation (SEF), and to prepare for any Ofsted inspections, and any subsequent Ofsted planning.
- To have oversight of the course offer and allocation at Key Stages 4 and 5.
- To oversee the development and implementation of systems related to examinations, assessment and reporting, including internal examinations.
- To line manage a number of key subject areas and to offer support and challenge as appropriate to ensure standards continue to rise.

- To ensure that quality assurance is integrated as appropriate into the responsibility areas detailed above.
- Support with the training and development of teaching staff to improve the quality of teaching and raise the level of challenge in lessons.
- Use regular assessments to monitor progress and set targets, and respond accordingly to the results of such monitoring.
- Support the Principal and VP for TL in leading whole school co-planning and assessment through accurate record keeping and sophisticated data analysis.
- Ensure that all pupils achieve a reading age at chronological age or, if well below level, make significant and continuing progress towards achieving at level.
- Maintain a teaching timetable and teach outstanding lessons that motivate, inspire and improve student attainment.
- Maintain regular and productive communication with parents, to report on progress, sanctions and rewards and all other communications.
- Support the Principal in fostering a strong sense of school community and ethos among both staff and students, ensuring the vision and values are at the heart of all work completed.
- Promote consistent implementation of behaviour policy and system of rewards and sanctions, characterised by orderly behaviour, caring and respectful relationships
- Act as a positive role model to staff and pupils.
- Be active in issues of staff and student welfare and support and demonstrate a commitment to Equality of opportunity for all members of school staff.

As part of ORION EDUCATION, you are responsible for:

- To undertake such other duties as may be required, commensurate with the level of responsibility of the post.
- To engage actively in the performance review process, addressing appraisal targets set in conjunction with the line manager each autumn term.
- To participate in training and other professional development learning activities.
- To promote equal opportunities and celebrate diversity in all aspects of the academy.
- To play a full part in the life of the academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.
- To support and attend academy events such as Open Evening.
- To promote actively the academy's corporate policies.
- To adhere to the Trust's Dress Code.
- To comply with the academy's Health and Safety policy and undertake risk assessments as appropriate.
- To be familiar with and promote safeguarding requirements, demonstrating adherence to the DfE Guidance 'Keeping Children Safe in Education and the academy's Safeguarding/Child Protection policies.
- To be aware of and comply with all academy and Trust policies and procedures, particularly those relating to conduct, child protection (as above), health, safety and security, confidentiality, and data protection, reporting all concerns to an appropriate person.

Person Specification

Skills, Capabilities and Experience

Qualifications

- DfE recognised Qualified Teacher Status.
- Graduate in relevant subject.

Skills, Capabilities and Experience

- Evidence of outstanding teaching and learning.
- Demonstrate commitment and evidence of raising attainment of all pupils.
- Experience of having led, or significantly contributed to, the success of a school through its leadership, ethos, teaching and learning results.
- Experience and understanding how to improve and sustain an effective behaviour policy.
- Experience at Assistant Head or Vice Principal level (or equivalent).
- Experience leading a team and/or working to support the significant success of others, including professional development and effective management of underperformance.
- Responsible for Curriculum and Assessment, support of departments dependant on experience.
- To direct the roles and responsibilities of your teams, providing appropriate challenge and support.
- Line lead and promote professional development.
- Ability to use data to inform decision making and diagnose weaknesses that need addressing.
- Knowledge of National Curriculum requirements at KS3, 4 & 5.
- Understanding of the importance of having high expectations for all students, both of behaviour and academic achievement.
- High expectations which motivate and challenge pupils.

- Excellent subject knowledge.
- Understanding of how pupil learn.
- Highly tailored planning using scheme of work.
- Effective use of formative assessment.
- Behaviour management to support a disciplined and joyful culture.
- Understanding of inclusive provision and practices which offer equality of access to the curriculum for all students, including special educational needs, English as an additional language and high achievers.
- Good level of ICT skills.
- Strong moral purpose and drive for improvement.
- Values driven.
- Mission-aligned.
- Humble and kind.
- Motivated, enthusiastic and flexible.
- Excellent interpersonal skills.
- Good sense of humour.
- Desire to develop yourself.
- Ability to receive and act on feedback.
- Strong attention to detail.
- Ability to work under pressure.
- Commitment to safeguarding.
- Commitment to equality of opportunity, valuing diversity and the safeguarding and welfare of all students.
- Commitment to the full life of the academy.

*We reserve the right to this vacancy early should we receive an overwhelming response. All candidates are advised to refer to the job description and person specification before making an application.

We look forward to hearing from you.

Orion Education is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check and where applicable, a prohibition from teaching check will be completed for all applicants. Orion Education is fully committed to equality and to valuing diversity as an employer and a provider of education.

Orion Education

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