



## Birchills Church of England Community Academy

### Assistant Principal

Grade: Leadership L1—L5

Salary: £51,773 - £57,137 per annum

Contract: Full time permanent

Start Date: September 2026

Birchills Church of England Community Academy, Farringdon Street, Walsall, WS2 8NF

### The Role

#### Assistant Principal—Curriculum, Subject Leadership and Professional Development

We are seeking to appoint an inspiring leader to drive curriculum excellence, develop subject leaders and lead impactful professional development. This is a key role within a forward-thinking team, shaping high-quality teaching and ensuring every child benefits from an ambitious, well-sequenced curriculum. The successful candidate will have excellent records of leadership in their career to date, with proven track records of raising standards for pupils and possessing the skills and expertise to lead teams through development.

***'With God all things are possible. We are all God's children: It is said,***

***'With God all things are possible' Matthew 19 verse 26.***

Birchills C of E Community Academy is a vibrant, two-form entry primary school with 438 pupils on roll, proudly serving a richly diverse and multicultural community. We are deeply committed to inclusion, ensuring that every child feels valued, supported and able to succeed.

Our strong Christian ethos underpins all that we do, with close links to the Church and a shared belief that *"with God all things are possible"*—a mantra that shapes both our aspirations and our daily practice. As part of St Chad's Academies Trust, we benefit from strong collaboration, shared expertise and a wider network of support that enhances both staff development and pupil outcomes.

At Birchills, we invest in our people. We are a supportive, values-driven academy where staff are encouraged to grow, lead and make a genuine impact. You will be part of a dedicated and ambitious team, committed to providing the very best for our children and community. If you are looking for a role where you can develop professionally, contribute meaningfully and be part of something purposeful, Birchills is the place to do it.



## Job Description

### Overall Purpose of the Post

The Assistant Principal – Curriculum, Subject Leadership & Professional Development will provide strategic leadership for the design, implementation and continuous improvement of the academy curriculum.

The postholder will ensure high-quality teaching, strong and accountable subject leadership, and a rich, ambitious wider curriculum that enables all pupils to succeed, including those with SEND and disadvantaged backgrounds.

They will play a key role in developing staff expertise through coaching, mentoring and high-quality professional development, ensuring consistency and excellence across the academy.

The role includes a 0.5 teaching commitment, allocated in line with academy need.

### **Main Duties and Responsibilities**

#### Curriculum Leadership

- Lead the design, implementation and evaluation of a broad, balanced and ambitious curriculum that meets the needs of all pupils
- Ensure curriculum intent, implementation and impact are clearly articulated and understood by all staff
- Monitor progression, sequencing and knowledge acquisition across all subjects
- Ensure curriculum provision is inclusive and meets the needs of SEND and disadvantaged pupils
- Use assessment information and monitoring to evaluate curriculum effectiveness and drive improvement
- Ensure alignment between curriculum, assessment and teaching practices

#### Subject Leadership

- Develop subject leaders across the academy
- Ensure subject leaders have clear action plans, monitoring cycles and measurable impact
- Quality assure subject leadership through work scrutiny, pupil voice, data analysis and subject reviews
- Build leadership capacity and accountability at all levels
- Support subject leaders to articulate curriculum intent and demonstrate impact

#### Teaching and Learning

- Promote high-quality teaching through coaching, modelling and evidence-informed practice
- Monitor teaching through observations, learning walks, book looks and pupil outcomes
- Ensure consistency in pedagogy aligned with academy expectations
- Support staff to improve practice through targeted development and feedback
- Contribute to raising standards across the academy, particularly at key transition points

#### ECT & Staff Development

- Act as lead mentor for Early Career Teachers (ECTs)
- Oversee the ECT programme ensuring high-quality support and statutory compliance
- Design, implement and evaluate whole-school CPD aligned to academy priorities
- Support staff at all stages of their career to develop expertise and leadership capacity
- Promote a culture of continuous professional development and reflective practice



### Wider Curriculum & Enrichment

- Ensure opportunities for enrichment through trips, visits and wider experiences
- Ensure a broad offer including cultural capital, clubs and wider opportunities
- Monitor participation and ensure equitable access for all pupils
- Align enrichment opportunities with curriculum intent and academy values
- Evaluate the impact of enrichment on pupils' personal development

### Leadership & Accountability

- Provide clear and regular reporting to the Trust Headteacher and Local Academy Committee on curriculum quality and impact
- Contribute to the Self-Evaluation Form (SEF), School Improvement Plan (SIP) and Ofsted readiness, particularly Quality of Education
- Model excellence in teaching, leadership and professional conduct
- Support whole-school strategic development and improvement priorities
- Work collaboratively with Trust colleagues and external partners to strengthen provision

### Safeguarding

- Provide a high standard of duty of care for pupils and colleagues in line with statutory guidance, including *Keeping Children Safe in Education (KCSIE)*
- Recognise, respond to and report safeguarding concerns in line with academy procedures
- Promote a culture of safeguarding across all aspects of academy life
- Ensure all safeguarding training is completed and up to date

### Equal Opportunities and Data Protection

- Uphold responsibilities under the Equality Act 2010, ensuring equality of opportunity for all
- Ensure compliance with the Data Protection Act (2018) and Freedom of Information Act (2000)
- Promote inclusion and diversity across the academy

### Other Duties

- Contribute positively to the wider life and ethos of the academy
- Actively promote the academy's values and vision, including *"With God all things are possible"*
- Demonstrate commitment to St Chad's Academies Trust ethos and collaborative working
- Comply with all academy policies, including Health and Safety
- Undertake any other duties commensurate with the seniority and grading of the post

### Safeguarding Statement

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointment to this post is subject to safer recruitment checks in line with statutory guidance, including an Enhanced DBS check with Children's Barred List, identity verification, right to work checks and online searches.



## Assistant Principal – Person Specification

Person Specification—Assistant Principal	Essential/ Desirable	How Assessed
<i>Application - A Interview—I Task—T Reference - R</i>		
<b>Qualifications and Training</b>		
Criteria		
Qualified Teacher Status (QTS)	E	A
Degree or equivalent qualification	E	A
Evidence of relevant leadership training (e.g. NPQSL/NPQH or equivalent)	D	A/I
Commitment to continued professional development	E	A/I
Up-to-date safeguarding training and understanding of KCSIE	E	A/I
<b>Experience</b>		
Criteria		
Significant experience of successful teaching across the primary phase	E	A/I/T/R
Experience of leading a subject or phase with demonstrable impact	E	A/I/T/R
Experience of monitoring and improving teaching and learning	E	A/I
Experience of developing or implementing curriculum change	E	A/I/T
Experience of coaching or mentoring staff, including ECTs	E	A/I
Experience of leading CPD and improving staff practice	E	A/I
Experience of working with disadvantaged and SEND pupils to improve outcomes	E	A/I
Experience of contributing to whole-school improvement priorities	E	A/I
Experience of working at senior or middle leadership level	D	A/I/R
<b>Knowledge and Understanding</b>		
Criteria		
Deep understanding of curriculum design, sequencing and progression	E	A/I
Strong understanding of high quality teaching and learning	E	A/I
Knowledge of effective assessment and use of data to raise standards	E	A/I/T
Understanding of subject leadership and accountability	E	A/I/T
Knowledge of effective CPD and adult learning principles	E	A/I/T
Understanding of Ofsted framework, particularly Quality of Education	E	A/I/T
Secure knowledge of inclusion, SEND and strategies to support all learners	E	A/I
Understanding of safeguarding responsibilities and procedures.	E	A/I



## Assistant Principal – Person Specification

Person Specification—Assistant Principal	Essential/ Desirable	How Assessed
<i>Application - A Interview—I Task—T Reference - R</i>		
<b>Skills and Abilities</b>		
Criteria		
Ability to lead, inspire and motivate staff	E	A/I
Ability to coach and develop others to improve practice	E	A/I
Ability to analyse information and use it to drive improvement	E	A/I
Strong organisational and time management skills	E	A/I
Ability to prioritise effectively and work under pressure	E	A/I/T
Excellent communication skills and interpersonal skills	E	A/I/T
Ability to monitor, evaluate and report on impact	E	A/I/T
Ability to build strong professional relationships with staff, pupils and parents	E	A/I/R
<b>Personal Qualities</b>		
Criteria		
Commitment to the academy's values and ethos	E	A/I/T/R
High expectations of self and others	E	A/I
Resilience, integrity and professionalism	E	A/IT/R
Commitment to inclusion and equality of opportunity	E	A/I
Reflective practitioner with a drive for continuous improvement	E	A/I
Ability to work collaboratively as a part of the senior leadership team.	E	A/I
Flexible and adaptable approach to leadership	E	A/I
<b>Safeguarding and Compliance</b>		
Criteria		
Commitment to safeguarding and promoting the welfare of children and families	E	A/I/R
Understanding of safeguarding legislation and statutory guidance	E	A/I
Commitment to equality, diversity and inclusion	E	A/I/T
Willingness to undertake all required safeguarding and compliance checks	E	A



## Assistant Principal – Person Specification

### Additional Requirements

- Willingness to undertake a **0.5 teaching commitment** in line with academy need
- Commitment to contributing to the wider life of the academy, including enrichment and community engagement
- Ability to work flexibly to meet the demands of the role

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This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants must declare all convictions, cautions, reprimands and final warnings, unless they are protected under the DBS filtering rules. If you are barred from working with children, you will be committing a criminal offence by applying for this post.