



CANDIDATE BRIEFING PACK

Assistant Principal -
English
at Accrington Academy



United Learning
The best in everyone™

unitedlearning.org.uk

Accrington Academy's mission is to "Build Character, Create Learners and Transform Lives"

TEAM AA is committed to empowering every individual so that they fulfil our mission, allowing them to succeed at university, prosper in an outstanding career pathway and grow into happy, outstanding members of society

Staff and students are committed to our TEAM values, which underpin who we are and how we behave:

T ruth- We will be honest and truthful with ourselves and each other, even when it is hard.

E ffort- We will work hard individually, as TEAM AA and never give up.

A mbition- We will always aim high and challenge ourselves to be the best.

M anners- We will respect everyone in our Academy, our community, and our World.

Our students deserve excellence, and we are committed to support their development as confident, creative resilient adults with a lifelong love of learning. We seek to ensure that our students are effective communicators, active participants and independent learners who can take their next steps into the world with secure knowledge, skill and experience to be successful.

As Principal of Accrington Academy, I believe staff should epitomise lifelong learning and commit to their own professional development throughout their career, regardless of stage.

We offer flexible working and a wide range of CPD opportunities for staff pooled from a wealth of experience and expertise both in the Academy and across the United Learning group. All teachers are enrolled as members of the [Chartered College of Teaching](#), to support continued professional development, access to the world's largest education research base, peer-reviewed journal articles and networking opportunities with likeminded practitioners.

We love working in education and recognise that it can be challenging, wellbeing is always a priority to us, from emotional support to regular workload management. To help you relax and keep fit, you can benefit from free use of our onsite gym and pool. We offer a variety of staff benefits including gym, cycle and car lease schemes. We are always evolving our benefits to meet the changing needs of our staff and to remain one of the most rewarding places to work in education. Recent additions include a Health Cash Plan, which allows you to claim back the cost of private healthcare, covering everything from dental and optical care to physiotherapy and specialist consultations. We have also introduced a free Will writing service, giving you peace of mind for the future.

We are a diverse school that aspires to be the heart of the community. We believe a diverse and inclusive workforce is therefore essential, drawing from a range of talents, backgrounds and experiences, and striving to represent the community we work within. Ultimately, it is the children and young people who will be the greatest beneficiaries of this. We have a purposeful work environment, and we seek to recruit and retain dynamic and inspirational staff who share in our vision and commitment.

We strongly encourage all potential applicants to visit us or get in touch for an informal conversation prior to interview. We are happy to meet you and show you around the Academy.

Melanie Haselden
Principal



Accrington Academy

The best in everyone™

Part of United Learning

OUR ETHOS AND VALUES

At Accrington Academy our aim is to bring out 'The Best in Everyone' – students, staff, parents and our wider community.

OUR MISSION

“Building character, creating learners, transforming lives”

OUR VISION

- We will be an aspirational, high achieving school of choice for children and staff in the North West;
- We will be at the heart of the community creating lifelong learners where everyone is proud and happy to belong;
- We will create opportunities and experiences which broaden horizons and create lifelong memories.

OUR CORE VALUES

#TeamAA

TRUTH – We will tell the truth to ourselves and each other, even when it's hard;

EFFORT – We will work hard individually and as a team and never give up.;

AMBITION – We will always aim high and challenge ourselves to be the best we can be;

MANNERS – We will respect everyone in our school and treat everyone with kindness.

ABOUT UNITED LEARNING

United Learning is a group of schools which aims to provide excellent education to children and young people across the country. We seek to improve the life chances of all the children and young people we serve and make it our mission to bring out 'the best in everyone' – students, staff, parents and the wider community. We uniquely comprise schools in both the state and the independent sectors. We currently educate over 60,000 students and employ over 9,000 members of staff including over 4,000 teachers.

As a group, we can offer more to both staff and young people than any single school could offer alone. The growing range of outstanding group-wide activities that we can provide will mean that more young people will have truly exceptional and inspiring experiences. We believe that our Group contains the most developed relationships and practical interaction between independent and state schools in the country, creating benefits for all the schools involved.

United Learning comprises both United Church Schools Trust, which operates our fee-paying independent schools, and United Learning Trust, which operates our state-funded academies.

To find out more about United Learning, please visit the website: www.unitedlearning.org.uk





OUR ETHOS

Our approach to education is underpinned by a sense of moral purpose and commitment to doing what is right for children and young people. We believe in supporting our colleagues to achieve excellence and in acting with integrity in all our dealings within and beyond the Group. We believe the safety and welfare of all children and young people is paramount. We summarise this ethos as 'the best in everyone'.

This ethos underpins our core values:

AMBITION – to achieve the best for ourselves and others;

CONFIDENCE – to have the courage of our convictions and to take risks in the right cause;

CREATIVITY – to imagine possibilities and make them real;

RESPECT – of ourselves and others in all that we do;

ENTHUSIASM – to seek opportunity, find what is good and pursue talents and interests;

DETERMINATION – to overcome obstacles and achieve success.

As a single organisation, we seek to bring together the best of independent and state sectors, respecting both traditions and learning from each other. We believe that each of our schools is and should be distinctive – committed to developing its own strengths and identity while sharing our core values to promote service, compassion and generosity.

OUR FRAMEWORK FOR EXCELLENCE

To achieve our mission, our schools prioritise five key principles:

'THE BEST FROM EVERYONE'

Our aim is to bring out 'the best in everyone'. So, we must expect the best from everyone, all the time. Every child is a special individual, capable of extraordinary things. Who can know the limits of any child's potential? So, we expect unreasonably – we constantly encourage children to do what they think they can't, to persist, to work hard and to be at their best.

From every adult we expect the same: that they are at their best, expect unreasonably of themselves, are determined and resilient and pass those expectations on to the children in all they do. We act with the utmost love, care and good faith – the highest standards come with the greatest attention to the wellbeing of all.

'POWERFUL KNOWLEDGE'

Our most important purpose is to teach young people things they would not learn outside school, which free them to think and act more powerfully in their lives. Words and numbers are our most powerful ways of representing the world. Mastery of language and fluent mathematical skills are therefore our top priority. We aim to prepare young people to make a success of their lives: a core entitlement to subject-based learning; the development of talents; an understanding of work and society.

Worthwhile learning is often hard. Inspiring teaching is what gives access to difficult concepts and the thrill of intellectual discovery. Powerful knowledge is not static or backward-looking. It includes the ability to critique, challenge the status quo, think and learn.

'EDUCATION WITH CHARACTER'

Academic success is very important. Exam passes are an important aspect of that. But there is more to a good education. Our schools also aim to develop character, compassion and service. Young people are expected to contribute to their school and to society; to try things which they think they cannot do; to persist in the face of difficulty; to become resilient in overcoming obstacles; to manage themselves; to work independently on things which stretch them; to work with others and in teams; to be courageous and caring; to lead.

We want young people to look back on a joyful schooling which has inspired and challenged them, given them wide opportunity and prepared them for the ups and downs of life.

'LEADERSHIP IN EVERY ROLE'

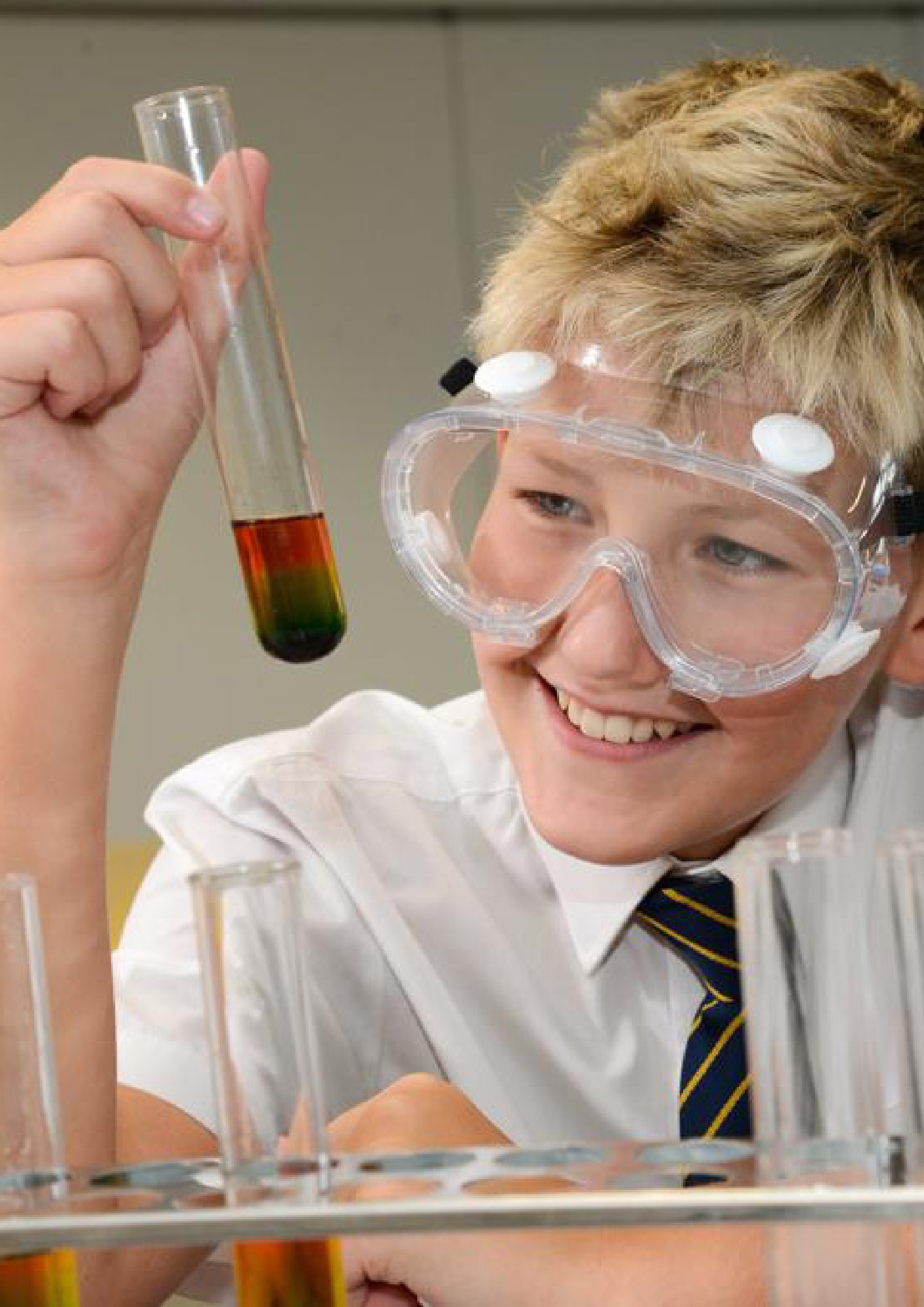
Our children are leaders of the future. We expect them to start today – taking advantage of structured opportunities to lead and taking responsibility for themselves and others. Every adult in the school is a leader. In every word, tone and gesture, they set direction and expectation. We expect every adult to take responsibility and the initiative to do what is right for the children.

All those in formal leadership positions create the climate in which others work. They demand the highest standards, build an inclusive performance culture, develop their teams and create the space for others to lead. All leaders listen, grow relationships, act with integrity and care and expect the best from themselves and others in building a happy, confident school.

'CONTINUOUS IMPROVEMENT'

However good we are, we can be better. We constantly look for improvements and implement them with pace. We look for ideas for improvement inside the organisation and out; we observe one another; we steal good ideas with pride and look to make them better; we work together to improve.

We always look at the evidence and are rigorous in evaluating impact. We stop or change things which aren't working; we improve things which are. We aim for high leverage: high impact for low effort and low cost. We constantly look to have more impact for less cost and effort and to spend every pound wisely.



JOB DESCRIPTION

POST

Assistant Principal – English

Hours

37.5 hours per week, Full Time (Flexible working request welcomed)

SALARY

Up to L15 dependent on experience

REPORTING TO

Vice Principal – Quality of Education

CONDITIONS OF SERVICE

United Learning Contract



THE ROLE

This is an exciting opportunity to join not only a thriving school but also a very high performing Trust with a national profile. You will benefit from working as part of a dynamic, forward-thinking SLT and benefit from a wealth of support from the United Learning Trust subject association.

There is a unique and exciting opportunity to appoint an Assistant Principal to the senior team at Accrington Academy who will lead on English across the school. We wish to appoint an outstanding individual with a record of impactful leadership in their current role and a strong track record of securing excellent outcomes in English. We are looking for a leader who can support us in our journey towards excellence. The successful candidate will be responsible for the leadership of the English Department alongside other strategic elements of the Quality of Education at a whole-school level. Therefore, we are keen to hear from those candidates who have developed themselves and their expertise in these areas and who believe they can contribute to the leadership of the school at this exciting time.

The role would suit someone who is passionate about improving outcomes for students and wants to develop their leadership skill to take on wider responsibilities in the future. To be successful in this senior post you will be a confident leader. You will be relentless, never satisfied and constantly reviewing what is working and what needs refinement or change. This is an exciting opportunity and one where commitment, ideas and strategic planning will be key in delivering success.

The English team at Accrington Academy is an exciting team to join, the department benefits from leadership including with a TLR holder with responsibility for KS3 and a Lead Practitioner who leads the development of Teaching and learning within the department. The successful candidate will lead a team committed to improving the life chances for our students by improving academic outcomes.

As a senior leader you will be a prominent, visible presence around the academy and will promote strong relationships with all stakeholders. To be successful, you will lead with confidence and conviction and will be passionate about the power of education to transform lives. You will demonstrate impeccable professionalism, unwavering determination, and relentless optimism. Able to lead by example and be a source of inspiration, you will support and guide colleagues and will have the highest expectations of every student in terms of achievement, character, and conduct.

KEY RESPONSIBILITIES

- To support the Principal, and senior leadership team in transforming leadership at all levels of the Academy.
- To lead the English Department effectively.
- To lead on aspects of Academy improvement and development planning across the whole school as directed by the Principal and Vice Principal.
- To work with the SLT in promoting the Academy's vision and aims, developing and implementing policy, and monitoring and evaluating progress.
- To have major line management responsibilities, oversight of the work of other colleagues, and direct responsibility for specific objectives in the School Improvement Plan including carrying out Performance Management reviews.
- Lead and foster a culture where staff are committed to developing their practice to secure excellent progress for students.
- Undertake quality assurance and use the outcomes to support and develop practice for the academy, departments and staff. Reporting on outcomes and addressing areas of underperformance with strategic, timely and impactful interventions/actions.
- Promoting literacy through collaboration with the literacy team to develop student's oracy, reading and written expertise.
- Report on performance to all stakeholders.
- Contributing to academy self-evaluation and development planning.
- Working with cluster and trust colleagues to develop relationships and the sharing of practice to benefit students, e.g. United Learning subject advisor consultation and assessment plans.
- To prepare reports for the Principal, Senior Leadership Team and Governors.
- Collaborate with wider cluster and trust colleagues to share and utilise good practice.

ASSISTANT PRINCIPAL ENGLISH

- To provide strategic leadership to the English Department, articulating and embodying a clear vision for success which is underpinned by a clear strategic improvement plan, to drive continuous improvement in the quality of teaching and learning and student outcomes.
- To lead and implement a Raising Attainment plan for English, including KS4 setting, interventions, tutor time programme, and additional tutoring.
- To ensure all students are consistently and effectively supported to make outstanding academic progress in English through the leadership of outstanding teaching and learning which prioritises the development of student independence.
- To effectively lead the teachers within the English Department, ensuring that teaching is consistently excellent and enables all students to make great progress.
- Develop and implement policies and practices for English which reflect the high achievement culture at the Academy and our commitment to effective teaching and learning.
- Lead the development of the English curriculum, ensuring that it is purposefully sequenced to enable all students to make great progress.



ASSISTANT PRINCIPAL ENGLISH continued

- Establish and review short, medium and long-term plans for the development and resourcing of the English curriculum, ensuring that you are informed by the latest educational research such as subject guidance from the Department for Education.
- To develop effective assessment practices and procedures that monitor progress and inform effective intervention and catch-up strategies, in line with Accrington Academy's assessment and feedback policies.
- Oversee and ensure that subject staff understand and make effective use of data to track student performance in order to raise their attainment.
- Monitor the progress made in achieving subject plans and targets, and evaluate the effects of teaching and learning, undertaking quality assurance regularly.
- Recognise and reward student performance across both key stages, fostering a culture of high achievement and aspiration.
- Ensure planning and delivery meets the needs of all of students within the department, including reading.
- Undertake a teaching commitment commensurate with the level of the post, delivering consistently excellent lessons which ensure that students make excellent progress, acting as a role model for other teachers both within and outside of the department.
- Lead by example and ensure an aspirational culture at all levels of excellence and equality that delivers and promotes high expectations and aspirations for all staff and students.
- To promote English across the wider curriculum, including by ensuring an inspirational and wide-ranging programme of enrichment opportunities linked to English.

LEADERSHIP AND MANAGEMENT

- To effectively undertaken line management responsibilities both within and outside of the English Department, holding a range of staff to account to ensure that they have demonstrable impact in their roles.
- Hold regular line management meetings, providing appropriate challenge to staff, and maintain records of agendas and minutes from such meetings.
- Adhere to all Academy processes around the appraisal and performance management of staff, including implementing appropriate support for staff where underperformance is identified.
- Plan and lead professional development for staff within the English Department, ensuring that this is informed by the emerging picture within the department as identified through robust quality assurance processes. Draw upon the latest educational research and evidence-informed practices relating to English to inform the CPD programme.
- Contribute to the process and completion of any self-evaluation processes, ensuring that robust monitoring is undertaken to provide an accurate reflection of the strengths and areas for development for the department.
- Lead processes for the selection and recruitment of new staff.
- To develop excellent working relationships with colleagues internally, centrally, and externally, contributing to our ethos of bringing out the best in everyone.

SAFEGUARDING

As an educational trust, United Learning Trust is committed to the safeguarding and promotion of the welfare of all children and young people. Therefore, the trust expects all members of staff and volunteers to share in this commitment. To this end, both an 'Enhanced Disclosure and Barring Service' check and a 'Barred List' check will be required for this role.

For a confidential discussion or to arrange a school visit please contact Sandra Chadburn (PA to Executive Principal) on 01254 304300.

Why apply for an Assistant Principal position at Accrington Academy?

MORE PAY:

- As part of United Learning we pay an average of 5% above national scales – the best rates of pay in the sector;
- We offer a health cash plan giving you money towards essential medical treatment - including eyecare and flu vaccinations;
- Our staff discount scheme saves you money on supermarket shopping, gym memberships, holidays, breakdown cover, car leasing, cycle schemes and more.

MORE TIME:

- All our academies start every term with an additional INSET day set aside for your own planning (in addition to the usual five INSET days – giving you eight in total);
- At least one **guaranteed paid personal day each year**, to use as you want; and we offer opportunities for flexible working.

MORE SUPPORT:

- We provide high quality training and development for every stage in your career;
- Every teacher benefits from a bespoke development plan to support your progression and aspirations;
- We give you access to a high quality curriculum with excellent resources and provide support from expert subject advisers;
- We offer access to a comprehensive wellbeing programme, providing support from legal and financial to family and housing and access to free counselling and other wellbeing support.









CULTURE OF EXCELLENCE

We believe that students learn best in a calm and purposeful environment. We set high standards for students, and our disruption free behaviour policy ensures that teachers can teach with clear and simple systems designed to facilitate good teaching and a calm environment. Our students are fantastic, they are polite, courteous and well-mannered. All guests to the academy comment on the warm, welcoming and delightful culture that we have fostered.

FACILITIES AND BENEFITS

- Membership to either the Teachers' Pension Scheme or the Local Government Pension Scheme
- Technology scheme and Vehicle Leasing scheme
- Access to an extensive discount platform
- 24/7 access to an online GP or Advanced Nurse Practitioner for you & your household
- State of the art onsite gym and Gym & fitness discounts
- Free annual flu jab

PERSON SPECIFICATION

Application: A Interview: I

CRITERIA	ESSENTIAL	EVIDENCE
QUALIFICATIONS		
Qualified teacher status	✓	A
Evidence of continuous development	✓	A
A degree or above (2.1 or above) in English or a relevant subject.	✓	A
EXPERIENCE, KNOWLEDGE AND UNDERSTANDING		
Minimum of five years' experience working in secondary setting.	✓	A, I
Ability to teach English effectively up to KS4.	✓	A, I
Track record of leading substantial improvement in student outcomes in English through strategic leadership.	✓	A, I
Excessive clarity around effective pedagogy in English, enabling	✓	A, I
In-depth knowledge of effective curriculum design, implementation and impact in English.	✓	A, I
Demonstrable understanding and impact of effective assessment strategies in English.	✓	A, I
Experience of working in a school in challenging circumstances.	✓	A, I
Evidence of implementation of successful strategies that have had a positive impact in English.	✓	A, I
Experience in mentoring and providing training to colleagues which has had a demonstrable impact on their practice.	✓	A, I
Evidence of strategic leadership and impact on a whole-school level.	✓	A, I
SKILLS AND ATTRIBUTES		
Excellent verbal and written communication skills to collaborate effectively with all Academy stakeholders.	✓	I
Ability to communicate and liaise with a range of stakeholder, including staff, students, parent and governors.	✓	I
Able to keep accurate records of quality assurance, line management and professional development.	✓	A, I
Able to build and maintain constructive relationships with students and parents / carers.	✓	A, I
Ability to analyse and interpret data related to student performance and respond to this in a timely and effective manner.	✓	I
Capacity to adapt support strategies to cater to individual student needs and respond to changing circumstances.	✓	A, I
Able to coordinate and lead a large team.	✓	A, I

CRITERIA	ESSENTIAL	EVIDENCE
WIDER PROFESSIONAL EFFECTIVENESS		
To comply with Academy routines and proto-cols as written and intended.	✓	I
To demonstrate awareness of the need to pro-mote and protect the Academy's profile and reputation.	✓	I
A willingness to be involved in extra-curricular activities.	✓	A, I
Strong organisational and administrative skills.	✓	A, I
PROFFESIONAL CHARACTERISTICS		
Have high expectations of young people includ-ing a commitment to ensuring that they can achieve their full educational potential and to establishing fair, respectful, trusting, support-ive and constructive relationships with them.	✓	A, I
A commitment to undertake all relevant in-service training and continual professional de-velopment	✓	I
A commitment to safeguarding and promoting the welfare of children and young people.	✓	A, I



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**.

CLOSING DATE:

Monday 18th May 2026

SHORTLISTING:

Monday 18th May 2026

INTERVIEWS:

Wednesday 20th May 2026



unitedlearning.org.uk

United Learning's normal terms and conditions of employment apply for the position of Assistant Principal - Attendance. The final detailed terms and conditions are subject to agreement between United Learning and the successful candidate and will be reflected in the formal employment contract.