

*“Leaders are ambitious for the school and its pupils. They have created a positive and warm environment for learning. Higher expectations have helped pupils to make faster progress...”*

Ofsted, September 2017

# Vice Principal Candidate *Pack*



WE BELIEVE IN EXCELLENCE FOR ALL  
BECAUSE THERE IS EXCELLENCE IN ALL

Ormiston  
Six Villages Academy



*“Outcomes for pupils across the school  
are now good and improving.”*

Ofsted, September 2017

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## Ormiston Six Villages Academy



*We believe in the limitless potential of every young person we serve...*

As Principal of Ormiston Six Villages Academy, I would like to extend a very warm welcome to you.

This is a fantastic time to join our small, vibrant and caring learning community at Six Villages. We are committed to ensuring that students are stretched intellectually and that they foster a love of learning, whilst feeling valued, happy and safe. Six Villages has been on a transformative journey in the last two years, and this was recognised in September 2017 with Ofsted granting us a rating of 'Good' in all categories, noting that we are 'a rapidly improving school'.

This outcome is a testament to the hard work and belief of our staff body, the commitment and partnership of our families, the unfailing support from our sponsor, Ormiston Academies Trust, the challenge and constant encouragement of the Governing Body and, most importantly, our wonderful student body who are the epitome of excellence and endeavour.

We provide an inspirational education where every young person is ready for life in our global community. Our students have an appetite for success and our staff are committed to unleashing their potential. Parents are supportive and loyal to the academy. The strong alignment amongst stakeholders makes this Academy a great place to work and take your career on to the next level.

I have enormous pride in being the Principal of such a wonderful academy. We know that academic achievement of the highest order is within our reach and we now look to consolidate this progress and continue to push for further sustained improvement, as we strive to become a truly outstanding academy. With this in mind we are looking for exceptional professionals to join our staff body who demonstrate the ability to achieve outstanding student outcomes, and make a significant difference to the lives of the young people at Six Villages.

This position as the sole Vice Principal at Six Villages is a key appointment. The successful candidate will support me to develop and shape the next phase of our Academy's journey. There will be opportunities to tailor this exciting role to the strengths of individual candidates, to bring about the very best outcomes for both our students and the individual applicant's own career development. The role would equally suit a current Vice Principal seeking a challenging and rewarding position in preparation for their own Principalship, or an experienced Assistant Principal who is ready for the next step in their career.

I would welcome an opportunity to meet with you before interview to enable you to meet our students, share in some of their learning and gain an understanding of our ethos and aims. Tours are strongly encouraged to see the Academy in action. To further your insight into our Academy, please take a tour of our website at [www.ormistonsixvillagesacademy.co.uk](http://www.ormistonsixvillagesacademy.co.uk) and read the September 2017 Ofsted report via the link which can be found on the website under Key Information/Ofsted.

Due to the volume of applications we are anticipating, only shortlisted applicants will be contacted; if you do not hear from us within two weeks of the closing date you should assume that your application has been unsuccessful on this occasion. If you have any further queries or wish to arrange a tour of the Academy, then please do not hesitate to contact Mrs Canadas, PA to the Principal, on 01243 546802 or by email [ccs@ormistonsixvillages.org.uk](mailto:ccs@ormistonsixvillages.org.uk).

I look forward to receiving your application.



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Six Villages Academy





# Advert

## Vice Principal L21-25 (£64,417 - £71,053)

The Governors, Principal, students and staff at Ormiston Six Villages Academy are seeking to appoint a sole Vice Principal who has an accomplished record of successful leadership. You will be a highly skilled practitioner with a proven ability as an influential leader of learning. You will have an intrinsic drive as an educator and be able to inspire and motivate others. The successful candidate will support the Principal in cementing our vision as being the school of choice for the local community.

As sole Vice Principal, you will be responsible for leading on a range of strategic responsibilities, being centrally involved in the overall leadership and management of the academy and helping to maintain a school culture that is both nurturing and ambitious. The successful candidate will share our aspirations and beliefs in the limitless potential of every young person we serve. If you share this moral imperative, we would welcome an application from you.

Ormiston Six Villages Academy is a small, vibrant and dynamic learning community. We are part of Ormiston Academies Trust and the successful candidate will join the OAT family and receive comprehensive CPD through the academy and associated networks. Since the new Principal commenced in role in January 2016 the academy has been on a transformational journey leading to a Good Ofsted rating in September 2017. This is an exciting time to join our team and to be part of building Six Villages as a beacon of educational excellence.

The Principal welcomes an opportunity to meet with prospective candidates. Visits to our academy can be booked through Mrs Canadas 01243 546802 or [ccs@ormistonsixvillages.org.uk](mailto:ccs@ormistonsixvillages.org.uk) and are available at the following times:

- Thursday 25<sup>th</sup> January 9am
- Wednesday 31<sup>st</sup> January 9am
- Tuesday 6<sup>th</sup> February 2pm

Please include a supporting statement with your application (2 sides of A4) that:

- outlines why you are attracted to the role of sole Vice Principal at our academy
- evidences your leadership journey and impact so far
- highlights how you meet the wider person specification

**Location:** Westergate, Chichester  
**Reporting to:** Principal  
**Start date:** May 2018 or September 2018  
**Deadline:** Monday 19<sup>th</sup> February 2018 (noon)  
**All application forms, with supporting statements, to be emailed to**  
**[ccs@ormistonsixvillages.org.uk](mailto:ccs@ormistonsixvillages.org.uk)**  
**Interview dates:** Monday 26<sup>th</sup> & Tuesday 27<sup>th</sup> February 2018  
**Salary:** L21-25 (£64,417—£71,053)

The Academy is committed to safeguarding and promoting the welfare of children and young people/ vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check.



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# Ormiston Six Villages Academy



# Job Description

**Reports to:** Principal  
**Start date:** May or September 2018  
**Salary:** L21-25 (£64,417—£71,053)

## The Role

The overall purpose of the role is to develop and sustain an exceptional educational provision for all students in the Academy.

## Key Responsibilities

The Vice Principal will be responsible for the professional duties of the Principal in the event of their absence.

The Vice Principal will work collaboratively and closely with the other members of the SLT to lead on central aspects of the leadership and management of the Academy.

Specific responsibilities of the post will be agreed on appointment reflecting the experience and expertise of the successful candidate and the needs of the Academy. The general responsibilities are outlined below.

### All members of the Senior Leadership Team are expected:

- to be an excellent classroom practitioner
- to be responsible for the welfare and safety of students and staff
- to participate actively in the full life of the Academy
- to be highly visible and a role model for staff and students alike
- to ensure the day to day management of order and discipline so that high levels of behaviour and courtesies are maintained
- to line manage curriculum areas and pastoral staff

## Strategic leadership

- Work with the Principal and Senior Team to articulate and promote an educational vision for the Academy which reflects the Mission Statement and Aims of the vision; make these a reality in the daily life of the Academy
- Demonstrate commitment to the vision, values and improvement plan of the Academy by modelling and articulating them with all members of the community
- Lead, with the Principal and Senior Team, in creating agreed objectives, priorities and plans of action by means of the Academy Improvement Plan, the annual Self Evaluation Form and department plans and policies
- Ensure that objectives and plans are realised, reviewed and re-formed
- Motivate staff and students to have a shared culture of aspiration consistent with the Academy's commitment to excellence, enjoyment and improvement
- Promote and research creative thinking in all staff to create and implement new ways to achieve our ambitions. Recognise and encourage the gifts of staff and students, with praise for success and help to optimise performance
- Monitor effectiveness of the Academy by tracking key milestones, and take personal responsibility for identifying and implementing further improvements
- Attend LGB meetings as needed to advise, report, and support committees
- Maintain strong working relationships with the community, agencies, and other stakeholders, including parents and the LGB
- Be prepared to meet with the Senior Team as required for planning and review purposes
- Deputise for the Principal if and when required

## Leading of teaching and learning

- Provide an excellent role model of challenging, successful and enjoyable teaching
- Maintain a whole Academy consistent focus on high expectations and excellent student progress which shapes all teaching and learning
- Promote a culture of accountability and engagement in staff and students to foster independence and the taking of personal responsibility for success
- Initiate, encourage and support Action Research and debate to improve practice, harnessing the best of the new technologies to support learning
- Support and help to develop staff, by attending meetings and regularly visiting their teaching areas
- Support the assessment framework and target setting processes across the Academy
- Lead in the monitoring of student progress, using performance data to motivate staff and students to improve and to inform parents of progress in 'real time' reporting, utilising Academy systems

## Assessment and Reporting

- Ensure that staff effectively use a robust tracking and target setting system for students in line with Academy expectations
- Ensure that regular and meaningful student progress reports are written and shared with both students and their families
- Provide information and analysis of data collected according to the requirements of the self-review process each term

## Academy culture

- To create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships by maintaining a presence around the Academy
- To develop an Academy culture and ethos that is utterly committed to achievement
- To demonstrate a commitment to equality of opportunity for all members of the Academy's community
- To actively promote the Academy at all times
- To be active in issues of student welfare and support
- Develop and maintain strong partnerships and ensure regular and productive communication with parents

## Other

- Make a significant contribution to the Academy's Self Evaluation process
- As a line manager ensure all aspects of staff management are effectively carried out in accordance with Academy and Trust HR policy and procedures
- Make a significant contribution to the development, evaluation and review of all policies that relate to learning and teaching across the academy
- To undertake the main professional duties of a teacher as set out in the OAT pay and conditions of service document
- To meet the expectations of all staff as laid out in the Staff Code of Conduct
- To uphold all Academy policies with consistency and diligence
- Undertake any other professional duties as set down in the OAT Academies pay and conditions of service document, and as directed by the Principal



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# Person Specification

Qualifications criteria	Essential/ Desirable	Assessed through
Qualified to degree level and above	E	Application form/certificates
Qualified to teach and work in the UK	E	Application form/certificates
Completed or registered to complete NPQH	D	Application form
Safeguarding qualification	D	Application form/certificates
<b>Knowledge &amp; Skills</b>		
Current and relevant knowledge of best practice in school leadership and management	E	Application/interview
Knowledge of national changes; safeguarding, curriculum, assessment and Ofsted	E	Application/interview
Understanding of effective teaching and learning strategies; ability to observe and assess lessons and identify improvement strategies	E	Application/interview
Knowledge of the barriers to achievement and how to overcome them	E	Application/interview
Knowledge of and a commitment to equality and diversity	E	Application/interview
Ability to gather information, create systems and processes, rigorously monitor, review and analyse outcomes for diverse audiences	E	Application/interview
A skilful communicator with strong interpersonal, written and oral communication skills	E	Application/interview
<b>Experience</b>		
Excellent classroom practitioner	E	Application/interview
Successful leadership at a senior level with evidence of strong student outcomes	E	Application/interview
Experience of having led, or significantly contributed to, the success of a school through its leadership, vision/ethos, teaching and learning and results	E	Application/interview
Experience of having improved and sustained an effective behaviour management policy	E	Application/interview
Experience of raising attainment in a challenging context	E	Application/interview
Experience of developing high achieving teams within a complex school environment	E	Application/interview
Experience of implementing behaviour management strategies consistently and effectively	E	Application/interview
Experience of supporting students of all ages and abilities to make excellent progress and achieve impressive examination outcomes	E	Application/interview
Experience of leading/organising successful projects which inspire and motivate learners	E	Application/interview

<b>Leadership Behaviours</b>	<b>Essential/ Desirable</b>	<b>Assessed through</b>
Unwavering belief that every child can succeed	E	Application/interview
Effective and motivational management style that encourages participation, innovation and confidence	E	Interview
Ability to lead, coach and motivate staff within a performance management framework, including professional development and effective management of underperformance	E	Application/interview
Ability to develop the leadership skills of others	E	Application/interview
Welcomes accountability and takes personal responsibility for their own actions	E	Interview
Resilience and motivation to lead the academy through day to day challenges while maintaining a clear strategic vision and direction	E	Interview
A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision	E	Application/interview
Effective role model, team worker and leader	E	Interview
<b>Leading External Relationships</b>		
Can skilfully manage and maintain effective working relationships with parents and other stakeholders	E	Application/interview
<b>Safeguarding and welfare</b>		
Experience of overseeing robust safeguarding procedures	E	Application/interview
Commitment to the safeguarding and welfare of all students and providing equality of opportunity	E	Application/interview



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**Six Villages Academy**

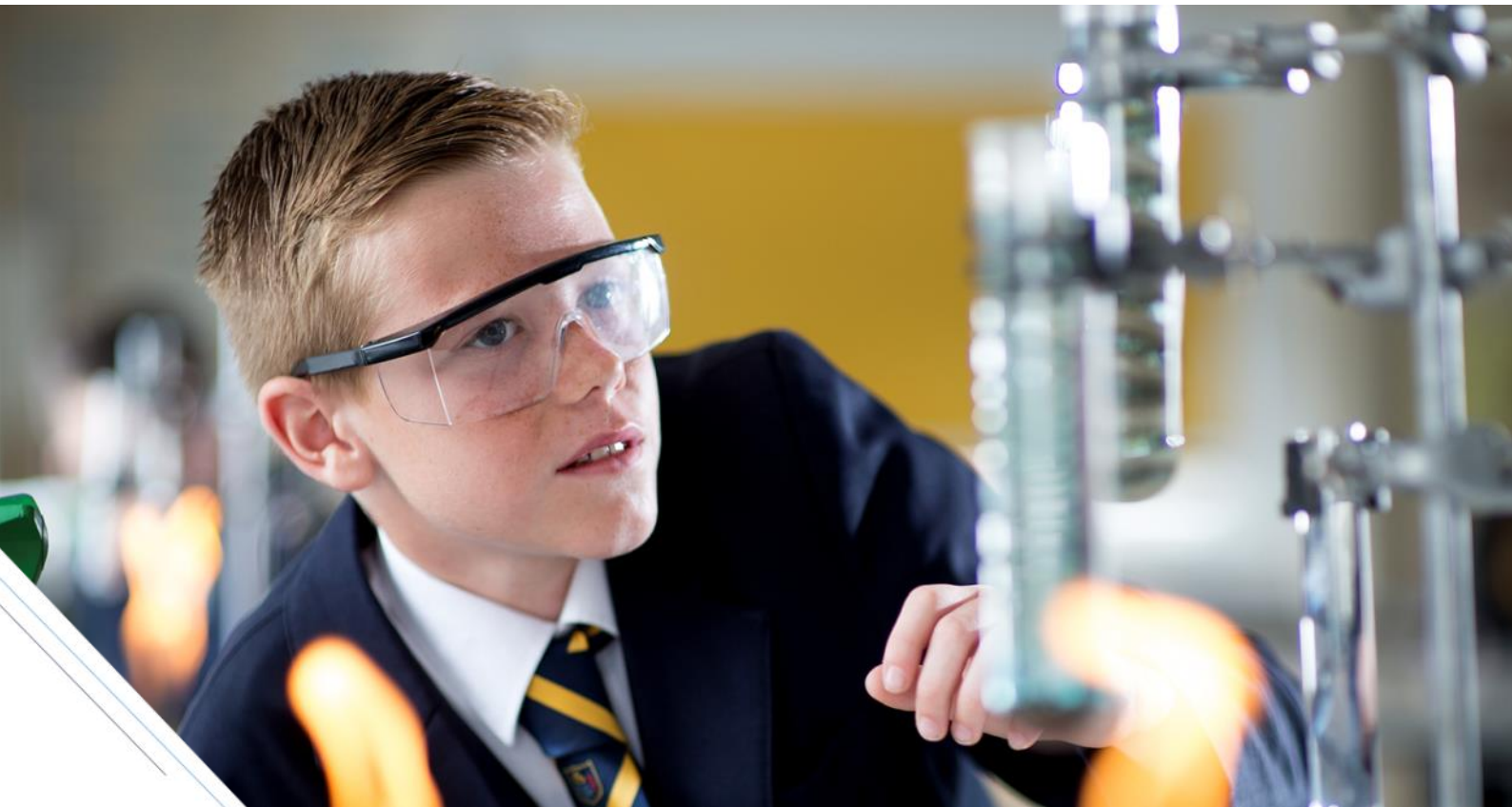




*“...teachers challenge pupils to aim high. One parent noted: ‘The staff seem very conscientious and dedicated to providing a challenging, stimulating and enjoyable education for the pupils.’”*

Ofsted, September 2017

# *Our* Mission & Values



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## Ormiston Six Villages Academy



*We have built a community who strive for excellence in all we do. We stretch, stimulate and grow a love of lifelong learning in our students...*

We believe in the limitless potential of every young person we serve. There is no impossible dream or limit on ambition. As we nurture every student to be leaders of tomorrow we instil in them today the mindset and skills along with the qualifications and experiences to open any door.

Students are taught to be self-reflective and active citizens who contribute to the life of the Academy. Each student models excellent behaviour at all times and wears the Ormiston Six Villages Academy uniform with pride. There are no excuses for poor behaviour. Issues are resolved through dialogue and opportunities to make amends and sanctions enable students to learn from their mistakes. Students follow a code of conduct and are taught how to behave out in the community and within the academy's communal spaces and classrooms. Every member of the community is valued and respected. Diversity is celebrated.

The extended school day allows for students to complete homework, engage in a range of extracurricular activities and attend personalised catch up classes for those who have fallen behind. To ensure intellectual growth, students are expected to spend additional time learning at home.

Community assemblies reflect the soul of the Academy. Led by students, staff, and members of the community they serve as platforms for celebration, recurring forgiveness and aspiration setting.

The school building and classrooms are an extension of our values, vision, ethos and aspirations for young people. Displays are vibrant, reinforce high expectations and promote university and career aspirations. Global figures, past and present, act as visual reminders of the power of education. Reading for pleasure is encouraged and forms part of the termly competitions. The Six Villages reading list for each key stage is advertised widely.

Staff work collaboratively to plan exciting, stretching and engaging lessons. Teachers greet every student at the door and have materials ready for each session. Lessons consist of review, new learning, independent practice and homework setting. There is an open door culture. Staff foster a love of learning and students have a number of learning spaces for independent study. Students continue to develop and learn through trips, residential stays and new experiences.

The Academy works in partnership with parents and expects full commitment in ensuring each student maintains excellence in attendance and punctuality, school uniform, attitude and homework completion. New students and parents take part in a summer induction to learn 'the Six Villages way'. Regular communication and attendance at progress review meetings is obligatory.

All members of the community are role models and have a leadership responsibility. Staff are highly visible at all times of the school day. Through empowerment, training and coaching, we develop a legacy of good practice for longevity of success at Ormiston Six Villages Academy.

**Ms Umbar Sharif**  
Principal



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*“The school works closely and harmoniously with members of the Ormiston Academies Trust. This collaborative relationship is having a marked impact on raising standards.”*

Ofsted, September 2017

# Our Sponsor



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## Ormiston Six Villages Academy





*“[Achieving ‘Ofsted Good’] is a brilliant outcome for Ormiston Six Villages Academy. The staff and students have put in an incredible amount of hard work and I am delighted to see Ofsted recognising how far the Academy has come, as a result of the hard work and dedication. We look forward to continuing to work closely with the academy as it continues on its upward trajectory.”*

**Nick Hudson, Interim Chief Executive  
at Ormiston Academies Trust (OAT)**

**Ormiston Academies Trust (OAT) is a not-for-profit academy trust, sponsoring primary and secondary academies since 2008.**

Our vision is for all young people to have the highest academic, social and practical skills to allow them to lead a fulfilling life. We are determined to become the Trust that makes the biggest difference. OAT academies share the Ormiston Academies Trust ethos of ensuring every child reaches their full potential; being aspirational and committed to academic excellence and being supportive yet courageous in our approach. The principles that lead to our academies’ success are not complicated:

- **Courage** – addressing the challenge where it’s not being addressed.
- **Aspiration** – no ‘can’t’ or ‘won’t’. There’s no place for excuses when a child’s future is at stake.
- **Culture** – insistence on the highest standards of performance and behaviour, without exception. That goes for teachers and students.
- Great leadership and finding the best teachers.

OAT is part of **Ormiston Trust**, which was set up by the Murray family in the name of Fiona Ormiston Murray—a young woman with her whole life ahead of her. She and her new husband were tragically killed in a car crash on their honeymoon in 1969.

Ormiston’s programmes now support thousands of children, young people and their families all over the UK, helping to improve their life-chances so they can fulfil their potential and lead happy and productive adult lives.

Ormiston’s programme of opening new academies continues with further expansion planned in the south of England, making future career opportunities with the Trust in this area within reach.

For more information on all Ormiston Academies please visit [www.ormistonacademiestrust.co.uk](http://www.ormistonacademiestrust.co.uk)



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*“Pupils are encouraged to take on leadership opportunities, and this is a strong feature of the school. This develops their sense of responsibility as well as their interpersonal and leadership skills.”*

Ofsted, September 2017

# *Our Student* Leadership



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## Ormiston Six Villages Academy



## *We would like to welcome you to Ormiston Six Villages Academy.*

Throughout our journey from Year 7 to Year 11 at the Academy, we have witnessed our teachers constantly strive to allow every individual to achieve their very best through their strong relationships with students and how they support them in every lesson. We can truly say that we have valued the many opportunities the staff have given us to allow us to grow and develop and become the best that we can be.

Our Academy is small enough to ensure that every student is known personally by members of the staff; this helps to inspire an active community that welcomes people from all different cultures to work together and create new experiences for one another.

Student leadership opportunities are strongly encouraged and are important to both the students and the teachers. As students, we are given a platform to play an active part in decisions, giving ideas and opinions to make the academy better for the benefit of our whole community. We have a variety of roles, including Heads of Community, Student Leadership Team, Peace Ambassadors and Sports Leaders. As a result we feel we empowered to make valuable contributions to events and changes at the academy.

Our Academy has high expectations for all students—as students, we are proud to set high expectations of ourselves and each other, believing there is “Excellence in All” that can be achieved with the right drive from the students and support from the teachers.



**Joseph Rickman**  
Head Boy



**Lauren Bramley**  
Head Girl



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# Ormiston Six Villages Academy



*“There is a very strong ethos of everyone working together and driving forward in the same direction.”*

Ofsted, September 2017

# Stakeholder *Views*



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Six Villages Academy





## *Staff and parents work together to create opportunities...*

*"I didn't know what to expect when I first stepped into Six Villages but I have never regretted my decision to come here. It's a small school on a delightful site which is well laid out and has excellent facilities. The school has a real community feel where we are all in it together and we have purpose. I feel looked after and valued as a member of staff and was given development opportunities straight away. It's a great place to work."*

**Michael Newman, Head of MFL**

*"We are looking for somebody who will be student-centred, without compromising our high expectations of conduct and academic endeavour."*

**Nicola Gavin, Raising Standards Leader/Director of Learning Year 11**

*"Since our daughter joined Ormiston Six Villages Academy nearly 3 years ago both my husband and I have seen her grow even further into the accomplished and dedicated student she is today. Without doubt the Academy has played a significant role in her achievements, she has found new interests and a continued passion for her chosen subjects. We were delighted to see that the Academy was rewarded for the hard work they continue to put in and the significant results they achieve by Ofsted. The support, enthusiasm and dedication from the Principal and all her staff is heartfelt and genuine; we consider ourselves very privileged to support what will surely soon be an outstanding Academy."*

**Mrs Jane Somner, Parent**

*"When choosing a secondary school I decided that my primary objectives were for my boys to be happy and cared for, that they were known to the staff as a person, not just a number or a statistic and that they would be nurtured and educated as a whole person and allowed to explore their creativity as well as their academic potential. Although my boys are very different, all of their needs, interests and personalities have been nurtured at Six Villages. They have enjoyed academic successes because of the aspiration, inspiration and high expectations afforded to them by a team of dedicated and hard working staff."*

**Mrs R Dack, Parent**

*"Many parents recognise and value the changes leaders have brought about and the effect this is having on improving outcomes for their children. As one parent said, 'I feel that we as parents are very much included as part of the school.'"*

*Ofsted, September 2017*



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Six Villages Academy**





*“Pupils’ wider skills are very well developed through an exciting range of extra-curricular activities...”*

Ofsted, September 2017

# Our Community



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## Ormiston Six Villages Academy



# *There is no impossible dream or limit on ambition...*

**Ormiston Six Villages Academy** is located in Westergate, between Chichester and Arundel, at the foot of the South Downs National Park.

On entering the Academy, students become a member of one of three communities, Wiston, Petworth or Goodwood—named after 3 prominent Sussex estates, reflecting our local heritage and our setting at the foot of the South Downs.

The Academy serves the predominantly rural communities between Chichester to the west, Arundel to the east and Bognor Regis to the south. Many of our students come from the surrounding area known as the 'Six Villages' - Aldingbourne, Westergate, Eastergate, Barnham, Walberton and Yapton - in the district of Arun.

Together, the villages provide a range of shops and services, and good road links together with Barnham's mainline railway station ensure good connections to London and the major South Coast hubs of Worthing, Brighton, Portsmouth and Southampton. There are enviable leisure facilities within easy reach—such as the internationally-renowned Chichester Festival Theatre, the spectacular draw of the Goodwood Estate and its world-class motoring events such as the Festival of Speed and the Revival meeting, as well as its racecourse. The surrounding countryside of the South Downs National Park and plentiful beaches, harbours and marinas provide ample opportunity for outdoor pursuits.

There is good availability of quality housing both in Arun and its neighbouring district, Chichester.

More information about Arun and Chichester districts, their amenities, leisure facilities and housing can be found at:

[www.arun.gov.uk](http://www.arun.gov.uk)

[www.chichester.gov.uk](http://www.chichester.gov.uk)

[www.sussexbythesea.com](http://www.sussexbythesea.com)

[www.visitchichester.org](http://www.visitchichester.org)

[www.zoopla.co.uk](http://www.zoopla.co.uk)



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