



SUBJECT INFORMATION PACK

TEACHER OF ENGLISH

Temporary Maternity Cover

**Full-Time
(Part-Time 0.8
could be
considered)**

Team English: where creativity and innovation thrives!

Our Team

Dare to be different is the motto of our English team, who bring learning to life in the most fascinating and engaging of ways! If an activity is original and fun for the students and helps them to learn you will find it happening in English lessons.

Our team of three full-time teachers and eight part-time teachers is competitive and driven by a desire to be top class: so we share and support one another, thriving in a culture of teamwork and collaboration.

The department is a very busy and forward thinking place to be: somewhere with plenty of pace, opportunity to develop and to contribute to moving forward learning and teaching. We are a pedagogical department who meet regularly to discuss Teaching and Learning strategies and approaches in a collaborative and developmental way.

Our Facilities

Our learning centre recently underwent a major refurbishment, which has provided us with a fantastic, modern learning environment. The department is well-resourced. All rooms have whiteboards and projectors and all staff have their own laptop. All rooms are equipped with a visualizer. We have access to iPads should we need them to support learning. We also have our own rest space and staffroom (a welcome cup of tea is on hand!).

Our Curriculum

We have implemented an exciting curriculum and a culture of praise in the department in order to promote high engagement. English is currently taught in mixed ability groups across both Key Stage Three and Four.

Students in Year 7 and 8 follow the Accelerated Reader and Bedrock programmes. The former has resulted in some amazing improvements in reading ages, while the latter is engaging students and has already seen them expanding their vocabularies.

There are very well-resourced schemes of learning and assessments, which form the basis of all teaching at Key Stages 3 and 4. Resources for staff and students are shared through our online system.

At GCSE, the department offers AQA English Language and English Literature.

At A Level the department currently offers AQA English Literature.

Job Description—Teacher of English (Maternity Cover)

Role: Teacher of English (Maternity Cover)

Line Manager: Head of English (known as Progress Leader)

Direct Reports: None

Scale: TMS

General Responsibilities

- To teach English and carry out the specific responsibilities of the role as contained in the School Teachers' Pay and Conditions document.
- To be a form tutor and to carry out the specific responsibilities of the role.

Specific Responsibilities

Classroom Teacher

To fulfil and maintain the Teaching Standards by:

- Understanding and being fully committed to the duties and responsibilities in relation to child protection and safeguarding young people;
- Demonstrating consistently high standards of personal and professional conduct;
- Setting high expectations which inspire, motivate and challenge students;
- Demonstrating good subject and curriculum knowledge;
- Planning and teaching well-structured lessons to a range of age groups and abilities, ensuring that all students make outstanding progress;
- Managing behaviour effectively to ensure a good and safe learning environment in which students can learn effectively;
- Making accurate and productive use of assessment to track the progress of each individual student in timetabled groups and intervene to narrow the gap where progress starts to fall behind;
- Fulfilling wider professional responsibilities by contributing to department and whole school improvement;
- Communicating and consulting effectively with relevant stakeholders;
- Attending meetings as set out in the published meeting cycle.

Form Tutor

- To lead a tutor group and be responsible for the delivery of tutor time activities in accordance with the published schedule and as directed by the House Leader;
- To encourage tutees to comply with Latimer core values;

Job Description continued

- To encourage the student voice and develop a Form and House ethos that is in harmony with our core values;
- To encourage high levels of attendance;
- To provide relevant information, advice and guidance to tutees.

Other

- To undertake any other reasonable duties as directed by the Principal.

Person Specification—Teacher of English (Maternity Cover)

SELECTION CRITERIA (no priority order)			
Qualifications	Essential	Desirable	Method of Assessment
Qualified Teacher Status (gained or pending) / Degree relevant to the subject	X		Application form/Verified at interview
High standard of literacy	X		Application form
Commitment to Safeguarding	Essential	Desirable	Method of Assessment
Motivation to work with children and young people	X		Application form/Interview
Commitment to, and belief in, the equal value of all students	X		Application form/Interview
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	X		Application form/Reference/Interview
Ability to raise the self-esteem and expectations of children and young people	X		Reference/Interview
Emotional resilience in working with challenging behaviours and attitudes to the use of authority and maintaining discipline	X		Application form/Reference/Interview
Teaching and Learning	Essential	Desirable	Method of Assessment
Proven track record of outstanding English teaching		X	Application form/Interview
Knowledge and understanding of the National Curriculum requirements in English	X		Application form/Interview
Experience of teaching English at Key Stage 3 and 4	X		Application form
Experience of teaching English Literature at Key Stage 5		X	Application form
Proven track record of outstanding outcomes	X		Application form/Interview
Proven track record of strong and effective behaviour management strategies	X		Application form/Interview
Excellent ICT skills	X		Interview
Interpersonal Skills	Essential	Desirable	Method of Assessment
Ability to communicate effectively and relate well to all stakeholders	X		Application form/Reference/Interview
Willingness to contribute to extra-curricular activities	X		Application form/Interview
Ability to work as part of a team	X		Application form/Interview
Personal Qualities / Skills	Essential	Desirable	Method of Assessment
Creativity, energy and enthusiasm	X		Interview
Evidence of working effectively under pressure	X		Interview
Good sense of humour	X		Application form/Interview
A commitment to / interest in the Performing Arts		X	Application form/Interview