



St Mark's
School Bath

Application Pack for the post of:

Teacher of English

WISDOM AMBITION INTEGRITY



St Mark's
School Bath

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St Mark's School Bath

Welcome to St Mark's School, Bath

Thank you for expressing an interest in the post advertised, to start on 25th February 2019. Please find enclosed information that I hope you will find helpful in making your application.

St Mark's School is at an exciting stage of its development. Due to rapidly improving confidence in the school from the local community and as a result of demographic changes in the city of Bath, the student population is projected to increase exponentially over the next five years. If you have the drive, passion and expertise to be able to contribute towards further raising standards in the school and wish to be part of the school's exciting future then please consider applying for this role.

We are seeking an outstanding Teacher of English to join our team on a full time, permanent contract. The post would be highly suitable for a teacher in the early stages of their career.

St Mark's School, Bath, seeks to provide excellence in education as a mixed comprehensive school. Our vision is to inspire students for future success, by developing confidence, ambition and independence, whilst encouraging a strong sense of adventure.

We achieve this through our personalised, dynamic curriculum, our careers and aspirations programme and extensive enrichment opportunities, encouraging our young people to thrive as principled, well-rounded young men and women. We enjoy strong partnerships with businesses and universities, providing students with academic tutoring, an experience of university life and activities to promote personal development.

We are committed to educating and developing young people spiritually, morally, socially and culturally, as well as academically. Everything we do is underpinned by our Christian ethos and core values of: wisdom, ambition and integrity. Our desire to inspire all students is extended through our joint post-16 provision, The New Sixth, as a platform for future success in higher education and the workplace.

Under new management, the English department is being transformed into an engaging and thriving department. Currently, the team consists of two outstanding teachers; we are seeking a third outstanding practitioner to join our hardworking and committed team.

St Mark's is a member of the Bath Education Trust, a partnership and collaboration of key education providers and business in Bath and North East Somerset. The aim of the Trust is to improve the educational experience of our students and prepare them for the opportunities, responsibilities and experiences of later life.



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For an open discussion about this role, or to arrange a visit prior to application, please contact Tracy Vaid, Clerk to the Governors on 01225 312661 or email: clerkgov@st-marks.org.uk to arrange a suitable time.

We are committed to safeguarding and promoting the welfare of children. We follow safer recruitment practices and appointments are subject to an enhanced DBS check.

I do hope that, having read all of the details regarding the position and having studied the job description, you apply to become part of this ambitious, friendly and supportive school.

Yours sincerely,

Barnaby Ash
Headteacher



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Post: English Teacher from 25th February 2019
Contract type: Permanent and full time
Salary: MPS/UPS
Closing date: Midnight on Sunday 9th December 2018

St Mark's School is a 'Good' 11-19 mixed comprehensive school where students thrive and reach their full academic and personal potential through the combination of a personalised, dynamic curriculum, quality teaching, enriching opportunities and high expectations.

The staff at St Mark's School are integral towards achieving our vision of inspiring students for future success. We are looking for a committed, talented and passionate individual to join our team: a teacher who will thrive at the prospect of developing confident, independent-minded learners with a spirit of ambition and adventure.

Our small class sizes mean all students have the opportunity for unrivalled mentoring and individual support to enhance personal development. We encourage personal creativity and welcome innovative, forward-thinking ideas from staff. Teamwork is also at the heart of everything we do and by working together we aim to secure a successful future for all our students.

The Governing Body is looking for an outstanding English Teacher with experience of improving standards at Key Stages 3 and 4. The successful candidate will have a passion for teaching and its impact on learning and ensure that the school's ethos is firmly embedded in all that we do. Applications are welcomed from NQTs.

Applications are invited from talented and enthusiastic individuals who are willing to contribute to the wider life of the school, and who would like to be a part of this ambitious, friendly and supportive school.

Candidates must be able to demonstrate:

- A track record of outstanding English teaching, albeit, in the early stages of development
- Being an enthusiastic and highly motivated professional
- The drive, determination and dedication to be a part of our English, Languages and Humanities Faculty and further improve academic standards across the school

In return, the successful candidate can expect:

- A comprehensive Induction Programme
- Outstanding professional support at every stage of your career
- A tailored Continuing Professional Development programme to develop you as an outstanding teacher
- The opportunity to work in a dynamic and supportive faculty
- A vibrant and dynamic student body that deserves the very best in teaching and support.

WISDOM AMBITION INTEGRITY



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Welcome from our students

St Mark's is a small, friendly school. The teachers all know our names and take an interest in us as individuals. They spend time getting to know us and know how to make us work hard and achieve more at school. Everyone is kind and supportive and it's like we are a part of one big family.

In a teacher, we want someone who cares about those they teach and their success. They should be someone we feel we can go to in times of need and not be intimidated by. In essence, a teacher should feel like a friend, not a foe. However, this does not mean we want someone without an eye for discipline. Exercising both restraint and leniency as they see fit when taking disciplinary action is key to helping us succeed.

Over the past 36 months, our Headteacher, Mr Ash, has led the school's development and has ambitious plans to make our school the best in Bath. We would like our teachers to be positive and caring, firm but fair and for them to challenge us in lessons and help us to gain greater experiences of life. We want a balance between having fun and working hard.

Our **English Teacher** should be:

- Clever
- Kind
- Interested in us
- Not scary or intimidating
- Positive when we are doing things well
- Helpful when we might not understand things
- Strict but fair

Head Boy and Head Girl, December 2018



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About St Mark's School, Bath

Our vision is to inspire students for future success by developing confidence, ambition and independence, whilst encouraging a strong sense of adventure. We achieve this through the combination of a personalised and dynamic curriculum, quality teaching, enriching opportunities and high expectations.

St Mark's School was inspected by 'Ofsted' in June 2015, and was judged to be a 'Good' school across all areas. This inspection highlighted the quality education that St Mark's provides for young people in Bath and the surrounding areas. Further to this, the school has also been recognised as a 'Good' Church of England school in its most recent SIAMS inspection, under a rigorous new framework. The pastoral and academic support, the school's ethos and values as well as a commitment to academic development and well-being, were noted as particularly positive areas.

Following this continued progress, St Mark's will be working closely with the community, through primary schools and local businesses as part of the drive to become the school of choice for local families; establishing connections within the community and building relationships with children in the area from a young age.

St Mark's continues to offer academic excellence rooted in Christian values, providing a personalised and dynamic curriculum, which includes careers and aspirations programmes, strong partnerships with universities, local businesses and a thriving Sixth Form.



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Location

We are located in one of the most beautiful corners of Bath, nestled between rolling hills on one side and the bustling and vibrant village of Larkhall on the other. It has the feel of a semi-rural village with the advantage of being a stone's throw from the centre of Bath.

Our school sits at the heart of Larkhall, a vibrant, creative and thriving community, popular with families and with a wonderful array of shops, businesses, community centres and schools, all on the doorstep.

The World Heritage city of Bath itself needs little introduction. Over four million tourists a year come to visit its many attractions, such as its Georgian architecture, its festivals, theatres, museums, restaurants and shops. It boasts excellent schools, rugby and football teams and Olympic standard training facilities at the University of Bath.

In May 2015, Bath was named as the second safest city in the world. It has also been recognised by the Times newspaper as the best place to live in the UK, offering a very high quality of life.



Person Specification: Teacher of English

| Person Specification | Essential | Desirable |
|--|-------------------------------------|-----------|
| Qualifications: <ul style="list-style-type: none">• Qualified Teacher Status (QTS) or pending• Good honours degree in English or equivalent• Evidence of Continuing Professional Development• Further study or post-graduate work• Other work with young people | ✓ ✓ ✓ | ✓ ✓ |
| Experience: <ul style="list-style-type: none">• Assessment for Learning• Range of teaching and learning styles• Specialist knowledge of National Curriculum at Key Stage 3 and 4• Vision for personalisation• Teaching at Key Stage 5• Experience of teaching other curriculum subjects in addition to English | ✓ ✓ ✓ ✓ | ✓ ✓ |
| Knowledge and Understanding: <ul style="list-style-type: none">• Theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies)• Planning and preparation of lessons• Statutory National Curriculum requirements at the appropriate key stage• Monitoring, assessment, recording and reporting of students' progress• Equalities, Health & Safety, SEN and Safeguarding• The positive links necessary within school and with all its stakeholders• Effective teaching and learning styles• Developing the links between schools, especially partner schools | ✓ ✓ ✓ ✓ ✓ ✓ ✓ | ✓ |



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|---|----------------------------|---|
| Skills: <ul style="list-style-type: none"> • Good ICT skills • Ability to create a happy, challenging and effective learning environment • Ability to promote the school's aims positively, and use effective strategies to monitor motivation and morale • Demonstrate good personal relationships within a team • Ability to establish and develop positive relationships with parents, governors and the community • Demonstrate effective communication skills to a variety of audiences • Able to develop strategies for creating community links • Ability to teach a second subject | ✓ ✓ ✓ ✓ ✓ ✓ | ✓ ✓ |
| Personal Attributes: <ul style="list-style-type: none"> • Sympathetic to the Christian ethos of the School • Emotionally intelligent • Motivated and energetic • Enthusiastic and positive • Committed to progress and well-being of young people • Personable, approachable and courteous at all times • Excellent communicator to a variety of audiences • Resilient and calm in the face of difficult situations • Initiative in undertaking tasks, ability to finish tasks • Flexibility in role when circumstances demand • Ability to build teams and work effectively with others • A strong commitment to contribute to the wider life of the school | ✓ ✓ ✓ ✓ ✓ | ✓ ✓ ✓ ✓ ✓ ✓ ✓ |

**Job Description: TEACHER OF ENGLISH**

Post Holder: **English Teacher**
Line Manager: Head of STEM Faculty
Salary Scale: MPS/UPS

This job description should be read in conjunction with the professional duties and teaching standards as set out in the School Teachers' Pay and Conditions Document, the Pay Policy, the Managing Performance and Appraising Teachers Performance Policies.

1. Core Purpose

- To work with the ENGLISH Faculty and deliver a timetable of KS3 and KS4 lessons including teaching GCSE English.
- To fulfill the role of Pastoral Tutor as required.

2. Key Responsibilities

- To plan and deliver lessons to meet the needs of all students, through differentiation of tasks.
- To actively support and promote the school's vision and values as outlined in the Mission Statement
- To raise standards of student attainment and achievement and to monitor and support student progress.
- To set clear targets, based on prior attainment for students' learning.
- To be accountable for the safety, well-being, development and progress of each student.
- To produce curriculum information as required by a variety of agencies, including the Headteacher, parents, the LA and the DFE.
- To lead, organise and direct within the classroom as appropriate.

3. Monitoring, Evaluation and Planning

- To produce monitoring reports on student progress, effort, behavior and intervention strategies within your classes/faculty as required by the Subject Leader, Pastoral Leader or members of the Senior Leadership Team.
- To contribute to subject meetings and share in the raising of attainment, monitoring, evaluation and strategic planning.
- To make sure that appropriate arrangements are made for classes when staff are absent and to monitor the work carried out by supply or temporary teachers.
- To monitor standards of uniform and behaviour in tutor time and around the school.

To attend directed time meetings.



- To ensure the effective implementation of all School policies, with particular regard to Race Equality, Safeguarding, Equalities, Special Educational Needs, Disabilities and the Behaviour for Excellence Policy.

4. Assessment

- To ensure effective assessment and reporting of student progress to parents and to convene meetings with parents outside of parents' evening when necessary.

5. Student Management

- To share with the Headteacher and all members of the senior management team the responsibility for high standards of behaviour throughout the school.
- To ensure that the curriculum meets the needs of individual students, including challenge for the most able.
- To work closely with the Head of Learning Support to ensure that there is appropriate provision for students with special needs, in particular, by ensuring that the curriculum organisation allows for appropriate arrangements for setting, mixed ability and differentiated work in order to encompass the needs of the most able and the least able.
- To implement the School's Behaviour for Excellence Policy at all times.
- To produce appropriate information for students and parents at the relevant key stages.
- To fulfill the role of Pastoral Tutor.

6. Additional Responsibilities

- To undertake general school duties according to the rota at the start of school, at break and at the end of school.
- To contribute to the school assembly procedures by working with tutor groups on assemblies where possible.
- To work collaboratively with all staff to ensure safe conduct and good order throughout the school throughout the day.
- To contribute to constructive team building amongst teaching and support staff, parents and governors.



7. Qualifications, Knowledge and Experience (see Person Specification)

8. Physical Effort

The post is not subject to any physical effort or strain in excess of work in a day-to-day school environment.

9. Professional Development

There is an expectation that the post-holder will engage in CPD and INSET days.

10. General

- Applications from experienced and newly qualified teachers will be welcome.
- All staff must at all times carry out their duties and responsibilities with due regard to the School's Equalities Policies which have been embraced by the Governing Body.
- The post holder will be expected to undertake any appropriate training provided by the Authority and/or school to assist them in carrying out any of the above duties.
- The post holder will be expected to contribute to the enrichment and enhancement of student experience through extracurricular activities.
- The post holder will be expected to contribute to the protection of children as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to their immediate line manager.
- The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced Disclosure and Barring Service Certificate is required for this post prior to commencement.
- This job description only contains the main accountabilities relating to the post and does not describe in detail all of the duties required to carry them out.
- This job description will be the focus of any appraisal interview which takes place between the Headteacher and other management staff and will be reviewed at intervals in line with any staffing reviews which are being undertaken.
- The job description will be reviewed annually, or more frequently if necessary, by the Headteacher in consultation with the post holder.



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Appointment Process

Date posted: Friday 23rd November 2018

Closing date for applications: Midnight on Sunday 9th December 2018

Interviews will be held week beginning: Monday 10th December 2018

Applicants are asked to submit their application, consisting of an application form and supporting statement to:

Mrs Tracy Vaid, Clerk
St Mark's School, Bath
Bay Tree Road
Larkhall, Bath, BA1 6ND

They may also be submitted by email to clerkgov@st-marks.org.uk

Your application form and supporting statement (maximum 2 sides A4) should be received in the school by **midnight on Sunday 9th December 2018**. Interviews will be held during the week beginning **Monday 10th December 2018**.

Your supporting statement should relate to the school, the details you have received, and in particular to the selection criteria in the person specification. Shortlisting will very much relate to how convinced the panel are that you meet the criteria as stated. Please note that no other material (such as testimonials or CVs) will be considered during the selection process.

If you would like to discuss the role further, or arrange a visit prior to application, please contact the Clerk to the Governing Body, Mrs Tracy Vaid, on 01225 312661 or email: clerkgov@st-marks.org.uk to arrange a suitable time.