



# English Teacher

## Application Pack

Iceni Academy  
Methwold and Hockwold, Norfolk

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Iceni Academy,  
Methwold and Hockwold, Norfolk



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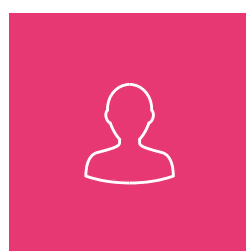


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Improving Education **Together.**



# 01. About Academy Transformation Trust

## We're on a mission

Our mission is to provide the very best education for all pupils and the highest level of support for our staff to ensure every pupil leaves our academies with everything they need to reach their full potential.

## These are the things we hold dear

### Transparency

As a charity founded on strong ethical practices, Academy Transformation Trust takes pride in being open, honest and crystal clear in everything we do. **Innovation**

We are constantly striving to do all we can to make education the best it possibly can be. We are brave in our actions and do everything we can to have a positive impact on whole child development.

### Collaboration

We believe the future of education relies upon effective collaboration between academies, and better collaboration between academies and their local communities.

### Ambition

We are determined to improve education nationwide by encouraging collaboration and giving academies everything they need to realise their full potential.

**We believe every child matters and deserves a first class education.**

Our team knows first-hand how to make education better for schools, pupils and their teachers.

For us, the future of UK education relies upon schools working closely together to share best practices, giving every child the best chance in life. We set up ATT to make this vision a reality.

As a not for profit trust, we work with our growing family of primary and secondary academies, and further education providers in the Midlands, East of England and South East.



## 02. Iceni Academy Information

Iceni Academy is part of the Academy Transformation Trust family of academies.

Rated as 'Good' by Ofsted in July 2016, at Iceni Academy we aim to create a truly personalised learning culture that thrives on aspirational standards, shared values of excellence, respect, success, and enjoyment.

Our innovative learning and teaching, alongside high levels of discipline and engagement, mean Iceni Academy aims to be a centre of excellence that sits at the heart of the community.

We have the desire, experience, and vision to deliver a 'platinum standard' of education to our pupils.

At Iceni Academy, we choose to succeed. This powers everything that we do, characterising the ethos and culture that drives our vision for transformational change and the development of the academy and community.

At Iceni Academy, we believe that pupils, staff, parents, carers, and the wider community have a strong commitment to succeed. We respect the individual needs of everyone and seek to foster an environment that supports and challenges, emphasising a personalised learning journey. We are developing a creative, dynamic environment that seeks to nurture our pupils, academically, socially, emotionally, and physically.

We strive for a first class learning experience for all ensuring continuity between the primary, secondary and further education stages of learning. Our intention is to prepare pupils for the opportunities, responsibilities and experiences of adult life in an increasingly technological society.

We aspire to enrich our pupils' lives and develop a passion for lifelong learning.

To find out more, please visit [www.iceniacademy.org.uk](http://www.iceniacademy.org.uk)





## 03. Job Description

### English Teacher

#### Purpose of the job

- The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the academy Teachers' Pay and Conditions Policy and within the range of teachers' duties set out in that policy.

#### Key Functions

- carrying out professional duties and to have responsibility for an assigned class
- the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities
- promoting the aims and objectives of the academy and maintain its philosophy of education.

#### In relation to students;

- create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning
- plan and prepare lessons in order to deliver the National Curriculum ensuring breadth and balance in all subjects
- identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations
- maintain good order and discipline among the pupils, safeguarding their health and safety.
- organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities
- plan opportunities to develop the social, emotional and cultural aspects of pupils' learning
- maintain a regular system of monitoring, assessment, record-keeping and reporting of pupil's progress
- participate in staff meetings as required
- contribute to the development and co-ordination of a particular area of the curriculum
- promote equality as an integral part of the role and to treat everyone with fairness and dignity
- recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the academy's Health and Safety policy and any school-specific procedures / rules that apply to this role.

## 03. Job Description

### In relation to the Teacher;

- To teach the subjects, classes and groups as allocated by the Director of English and the Leadership Team
- To ensure that high quality teaching and learning takes place in all allocated classes
- To support and participate in the curriculum development work of the Faculty, including the writing of schemes of work and programmes of study
- To assist the Director in the maintenance of high standards of work and behaviour within English
- To be a Personalised Learning Tutor if required and to carry out the specified duties
- To support the Leadership Team in the effective operation of the Academy

### In relation to the School;

- To work as part of a team to support pupils during examinations
- To work as part of the team in relation to individual pupils, liaising, advising and consulting where appropriate.
- To support implementation of school policies and procedures, including those relating to confidentiality and behavior.
- To identify personal training needs and to attend appropriate internal and external in-service training.
- Any other tasks as directed by the Principal which fall within the scope of the post.

### Other

- Confidentiality - Dealing with issues with discretion and observing appropriate confidentiality.
- To provide administrative support for the faculty
- To keep ICT skills up to date and to participate in necessary training session if required
- To hold a relevant First Aid qualification and to provide first aid support with the Faculty
- To undertake general duties of an administrative nature and other duties that are within the scope of the post, as determined by the Director of Faculty, Raising Achievement Manager and the Senior Leadership Team.
- Commitment to Safeguarding

### General Information

- The job description details the main outcomes required and should only be updated to reflect major changes that impact on the outcomes of the job.
- All work performed/duties undertaken must be carried out in accordance with relevant Academy policies and procedures, within legislation, and with regard to the needs of our customers and the diverse community we serve.
- Job holders will be expected to be flexible in their duties and carry out any other duties commensurate with the grade and falling within the general scope of the job, as requested by their Line Manager.

## 04. Person Specification

The person specification provides an outline of the experience, skills, and abilities we expect the successful candidates to process. You should match your own skills, experience, and abilities to those listed below and provide examples of how you have demonstrated the criteria. People with disabilities will be offered an interview where they meet the essential criteria alone.

	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"> <li>Qualified teacher status</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of continuous INSET and commitment to further professional development</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Experience of teaching at KS3/4</li> </ul>	<ul style="list-style-type: none"> <li>Experience of teaching mixed classes</li> <li>Experience of working within an academy</li> </ul>
Specialist Skills and knowledge	<ul style="list-style-type: none"> <li>How to adopt a range of teaching strategies to ensure that students succeed.</li> <li>Can motivate, enthuse and inspire students to achieve.</li> <li>Understand the statutory requirements of legislation concerning equal opportunities, health and safety, SEND and safeguarding children</li> <li>Knowledge of the positive links necessary within the academy and all its stakeholders</li> <li>Promote the academy's aims positively and use effective strategies to monitor motivation and morale</li> <li>Develop good personal relationships within a team.</li> <li>A commitment to making a positive contribution to the whole school community.</li> </ul>	



## 05. How to apply

Iceni Academy,  
Methwold and Hockwold, Norfolk

### Salary:

MPS

### Closing date:

30 April 2018

### Interviews:

TBC

### Start Date:

September 2018

### Visits to the school:

Applicants who wish to visit the academy prior to completing their application should contact Karen Boxall on [kbo@iceniacademy.org.uk](mailto:kbo@iceniacademy.org.uk).

### Applying

Please complete our application form and apply by visiting [www.academytransformationtrust.co.uk/vacancies](http://www.academytransformationtrust.co.uk/vacancies) and selecting 'Apply Now' from the vacancy.



# Forward as one. Improving Education Together.

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