May 2018

Dear Applicant,

**Post of English Teacher (Mainscale) (NQT’s welcome) with the potential of Learning Leader KS5 Language (TLR 2a) – Permanent, full-time - required from September 2018**

Thank you for your interest in the above position at Steyning Grammar School.

Steyning Grammar School is one of the largest and most vibrant comprehensive schools in the UK (2250+ on roll with 450+ in the Sixth Form) – this is an exciting opportunity to join our KS3-5 day and boarding school on our ‘Journey to Excellence’. Our location is semi-rural and situated in the beautiful South Downs countryside, close to Brighton and the south coast. Our students are fantastic – polite, confident and eager to learn. We are also a state boarding school offering 125 boarding places.

I have a determination for us to become one of the most successful non-selective schools nationally, and we have a unique opportunity for this:

Ofsted (March 2017) rated the school Good with Outstanding features and reported:

* ‘Parents, pupils and sixth formers are rightly proud of Steyning Grammar School and all that it achieves’
* ‘The school vision ‘Every person the best they can be’…creates an aspirational culture; Steyning Grammar School is rapidly improving’
* ‘Leaders and Governors are justly proud of the school’s focus on opportunities to build character from Year 7 through to Year 13’
* ‘Parents recognise and value the well-rounded education that the school provides’
* With over 2250 students on roll, our size enables us to offer the widest curriculum with nearly 30 subjects at KS4 and 34 at KS5. Our Church Street KS3 site is acknowledged by feeder primaries and parents/carers to offer the ideal nurturing transition between KS2 and KS4, with a skills focussed Curriculum to support progression. We recently opened a second KS3 site at Rock Road, Thakeham, to mirror our KS3 provision at Church Street, Steyning.
* Our three year KS4 has led to the best results at GCSE in the school’s history; we add “significant value” from KS2-4.
* Our Sixth Form, rated ‘Outstanding’ by Ofsted, is one of the largest ‘attached to a school’ in the South of England – and a highly successful A Level specialist provider (99% overall pass rate for A level students, with 100% pass rate in 34 subjects). We again add “significant value” at KS5.
* Steyning Grammar School has one of the most successful state boarding provisions in the UK, the only one in Sussex, and our boarding provision is rated Outstanding by Ofsted.
* We are a Church of England Voluntary Controlled school – our latest Section 48 inspection was Outstanding. We have a tradition of excellence, care and support. The ‘Steyning Family’ is a strong harmonious community.
* We are committed to both academic excellence and a holistic education through our embedding of learning character.
* We have achieved Teaching School status as part of the Pavilion and Downs Teaching School Alliance (TSA).

Our focus for the future is for every student to realise their full potential through an unremitting focus on learning. We are passionate about the craft of teaching at Steyning Grammar, and committed to collaboratively fulfilling our mission statement – ‘Every Person The Best They Can Be’. As Headteacher I have concentrated this into 4 commitments:

1. Everything is about Learning - this is at the core of all our efforts - academically, socially and emotionally.

2. We all have the highest expectations of every student, and ourselves – ‘being the best we can be’.

3. Steyning Grammar School should be a place that students and staff look forward to coming to every day. The ‘Steyning Grammar School family’.

4. We all share the same set of values - a caring, kind and accepting community, celebrating diversity; values that inspire and underpin all that the school does.

We are delighted that you are interested in joining this ‘Journey to Excellence’. If you would like to apply for this post:-

* Please complete an application form (available on the school website, under vacancies)
* A letter of application should be no longer than 2 sides of A4. Candidates who do not address the following directly in their letter risk being disadvantaged.  Please do not rewrite the information on your application form, but specifically focus on the following, informed by our website and the Job Description:

***How will you ensure that all students in your classes make outstanding progress?***

* Please note that two references are required for all candidates, one of whom must be the Headteacher from your current school or most recent significant employer.

Completed application forms should be e-mailed to Terri Jeffrey (HR Manager) at [HRManager@sgs.uk.net](mailto:HRManager@sgs.uk.net) by **9.00 am, 23 May 2018 (please note due to the current recruitment market that we will be considering applications up until the closing date and would welcome early applications). Please note that we will be interviewing on Thursday 24 May 2018.**

We will acknowledge receipt of your application by email. We will contact you again, only, if your name appears on the short list and apologies in advance for not confirming back to you that you may not have been shortlisted.

Please note, because of the nature of this job, if you are successful in your application you will be subject to an enhanced Disclosure and Barring Service with barred lists check. This will be done by means of applying for a DBS certificate through the Disclosure and Barring Service.  Disclosures include details of cautions, reprimands or final warnings as well as convictions, spent or unspent.

Steyning Grammar School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Yours faithfully

Nick Wergan

**Headteacher**