



Robert Barclay Academy

Education for a changing world

Part of Scholars' Education Trust

#Leadersnotfollowers

Vision:

In our school community, we have high aspirations for every individual. We firmly believe it is our duty to provide the very best all round educational experience and prepare students for a happy and successful life in an ever changing world!



TEACHER APPLICATION PACK

Teacher of English—Literacy Lead

TLR 2a to 2b (depending on experience)

MPS/UPS plus London Fringe Allowance

Further Scholars' Education Trust benefits are also available (see within)



Robert Barclay Academy

Education for a changing world

Contents

Welcome Letter	3
Meet the Team	4
The English Depart.	5-6
The Advert	7
Job Description	8-9
Person Specification	10
Why teach in Broxbourne?	11
How to Apply and Benefits	12
Selection Process	13

Follow us on Social Media!



Twitter:

@RBAcad

@RBAwellbeing



Facebook:

@RobertBarclayAcademyHoddesdon





Dear Candidate,

Thank you for showing an interest in working at Robert Barclay Academy, part of Scholars' Education Trust. We are looking for an enthusiastic Leader to join our very successful and cohesive department and build on the good work in this area. The successful candidate will be dedicated and creative, an effective teacher and have ambition to develop their leadership skills further. We work collaboratively within the school and with the other schools across the Multi-Academy Trust and ensure that, whether you are relatively new into teaching, or more established, **you are fully supported** to ensure that you will be a success.



You will be joining the school at an exciting time: we are continuing our journey of rapid improvement. Since becoming part of the Trust, our Progress 8 Score over the last 2 years has confirmed that our students perform to national expectations. Sixth Form A-Level results also placed us in the **top 25% of all schools nationally** for value-added.

Our students are our biggest asset; they are polite and well-mannered, well presented and take a pride in their school. Teaching and Learning is at the heart of everything that we do. We were particularly pleased with the feedback from a Local Authority Review (March 2016) “**...lessons are exceptionally well planned, with good resources and effective differentiation for various groups of students**”. We continue to challenge ourselves and demand the best from our students in order that every student makes the progress they deserve.

Our ultimate aim is, of course, to be outstanding in every area. Quite simply, we want to ensure that ‘hand on heart’, we are providing the best education for our students. They deserve it, and **we want to ensure it is better here than anywhere else**. It is this mission that drives us to success. Hopefully, this is something you can contribute to and help us to make a difference. If appointed, you will have the opportunity to contribute to a professional and hard-working English Department. Your support and leadership will **make a real difference** to continue the journey of success of the department.

As an ‘outward-facing’ school, we work closely with Sir John Lawes School, Harpenden, Samuel Ryder Academy, St. Albans and the Alban Teaching School Alliance and we are a PiXL school, with the benefits of training, ideas and resources all these strong connections bring. **I believe in the power of collaboration** in school improvement and we are seeing the benefits of this at Robert Barclay Academy through being part of an ‘Outstanding’ MAT.

This pack contains lots of information about the school and the department. If you would like more information, or to visit, please feel free to contact the school by telephone or by e-mail and we will be more than happy to accommodate your requests. Finally, if you are passionate about working with young people and really believe you can join our team in making a difference, then I warmly invite you to apply. This will enable you to take a look at us in more detail and really experience at first hand the friendly and professional environment we have established.

Ced de la Croix,

Headteacher



The English Department are a professional and supportive team of specialist teachers achieving very good results:

Rachel Williams	Head of English
Aisling Cowan	Assistant Head of English
Annabel Hart	Literacy across the curriculum/ Head of Year 8
Richard Saunders	KS5 English and EPQ Coordinator
Sorayah July	KS3 English Coordinator
Judith Ollivere	English Teacher
Hayley Phythian	English Specialist Teaching Assistant
Helen Harrington	Librarian and Accelerated Reader Coordinator
Tom Johnston	Deputy Headteacher/ Teacher of English



The English faculty is a strong and flourishing team and we pride ourselves on being at the heart of whole-school initiatives in teaching and learning. Our results are strong and improving at GCSE and A-level each year. We never rest on our laurels; we strive to inspire students, to improve their achievement in English lessons. Student voice is always positive as a result.

Students and Curriculum

English is delivered across the curriculum as follows:

- Years 7 and 8: banded by ability (eight hours per cycle, including dedicated Accelerated Reader lesson)
- Year 9: banded by ability (eight hours per cycle, including dedicated AR lesson)
- Years 10 and 11: banded by ability (seven hours per cycle)

This year, all GCSE students study AQA Language and Literature.

In Years 7, 8 and 9, students follow a modular curriculum map which caters for a wide range of abilities and text types and has already been completely re-written and resourced to prepare students for the changes to the GCSE curriculum they will be following at KS4. Media, Creative Writing and a wide range of novels are studied.

At Sixth Form, Literature (AQA A) is a popular choice and we have classes in both Year 12 and Year 13. .

Our students are talented, lively, committed and enthusiastic in the classroom, and respond very well to inspiring, creative lessons. Curriculum maps are reviewed at the end of each year to allow for innovative changes and to bring in new and challenging texts to keep the curriculum fresh and engaging.



Resources

We have six dedicated English classrooms. All rooms contain projectors, visualisers and speakers and we use these as standard in our lessons. We also have a trolley of departmental laptops. We run the Accelerated Reader programme and students have reading lessons timetabled in the library. The school library is extensively resourced and forms an integral part of our English lessons.

Extra-Curricular Activities

We run regular competitions during the year and host author visits. We are particularly proud of our students having recently won the Broxbourne Mayor's debate in which our students had to compete with other schools to present on a given topic to be delivered in front of the local Mayor and other delegates.

Our Sixth Formers are encouraged to mentor and support more junior students during a form time reading programme. We have a reading club for lower school students, and we provide numerous opportunities to run trips to theatres and have visiting authors to develop a love of reading. Our most recent trips include a visit to The Houses of Parliament following success at the Mayor's Debate, Year 7 went to see 'Charlie and the Chocolate Factory' in the





Literacy Lead – English Teacher

Full Time — TLR 2a—2b (depending on experience) MPS/UPS *plus* London Fringe allowance

Required from: January 2019

Robert Barclay Academy is part of Scholars' Education Trust (formerly Sir John Lawes Academies Trust). We are looking for an enthusiastic and inspirational English Teacher—Literacy Leader to teach at all age groups.

This is a very exciting time to join a dynamic teaching team who are committed to the continued progression the school is making.

NQT's are welcome to apply for this post as we have an established NQT Trust programme.

The Academy is part of Scholars' Education Trust creating a formal link with Sir John Lawes School (OFSTED Outstanding). We offer an innovative induction programme and professional development programme both at Robert Barclay Academy and across the Trust, recognising that our staff are the key to our success.

If you are interested in joining us at this exciting time, further details and an application pack is available from HR@scholarseducationtrust.co.uk or on 01727 859382.

Closing Date: 9am 17th October 2018

Interviews: TBC

We reserve the right to make an appointment before the closing date, so early applications are encouraged.

Scholars' Education Trust is an equal opportunities employer. 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. Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.



Literacy Lead—English Teacher

Aim and main purpose of the job

To provide: professional leadership and management of Literacy; to secure high quality teaching; effective use of resources and improved standards of learning and achievement for all students.

Teaching and Managing Pupil Learning

The Teacher of English will:

- Be able to teach across the full range of age and abilities
- Possess high expectations of students in relation to standards of achievement and behaviour
- Have an active input in the creation, consistent implementation and improvement of schemes of work which encapsulate key school learning strategies
- Monitor the progress of students including those requiring additional support or challenge to ensure students are engaged in their learning and achieve success

Assessment and Self-Evaluation

The Teacher of English will:

- Implement policies and practices for assessing, recording and reporting on student achievement and to assist in setting targets for further improvement
- In conjunction with the Head of English, use data effectively to identify students who are underachieving and, where necessary, create and implement an effective intervention plan

Relationships with Parents and the Wider Community

The Teacher of English will:

- Establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about the curriculum, targets and attainment
- Communicate effectively, both orally and in writing, with parents and governors



English Teacher

Managing Staff and Own Performance

The Teacher of English will:

- Prioritise and manage their own time effectively
- Take responsibility for their own professional development
- Share good practice resulting in a tangible impact on student learning
- Form constructive relationships with staff including team working and mutual support
- Actively implement the key aspects of the school's behaviour management policies
- Be a form tutor
- Make a contribution to the wider school life including specialist English enrichment activities
- Contribute to faculty planning and developments

Strategic Leadership

The Teacher of English will:

- Contribute fully to a faculty development plan which contributes positively to the achievements of the school development plan
- Contribute to the development of whole school strategic planning and policies through membership of the School Improvement Groups

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the post which are commensurate with the salary and job title.



Personal Qualities	Essential	Desirable
Knowledge and Understanding		
* Good awareness of current educational developments	✓	
* Clear understanding of current issues related to the subject	✓	
* Ability to plan lessons effectively	✓	
* An understanding and commitment to the ethos of the School	✓	
* Evidence of high level classroom skills	✓	
Skills, Qualifications and training		
* Qualified Teacher Status	✓	
* Courses of further study relevant to the post		✓
* Qualification in the relevant subject	✓	
* Evidence of active involvement in professional development		✓
* Excellent organisation skills	✓	
* Excellent ICT skills	✓	
* Clear evidence of leadership		✓
Attributes		
* Excellent record of attendance	✓	
* Ability to work well in a team	✓	
* A sense of humour	✓	
* Ability to think originally and creatively		✓
* Positive attitude	✓	
* Energy and enthusiasm	✓	
* Warmth and sensitivity	✓	
* Excellent rapport with students	✓	
* Commitment to the School and the students we serve	✓	





Benefits of Working for Scholars' Education Trust

There are many benefits of working within Scholars' Education Multi-Academies Trust:

1. The MAT operates Y6-7 entrance criteria for children of staff to the Trust Secondary Schools (Sir John Lawes School, Harpenden; Samuel Ryder Academy, St. Albans; Robert Barclay Academy, Hoddesdon).
2. RBA Professional Bursary of £1500 to support relocation.
3. Childcare Voucher (salary sacrifice) scheme membership.
4. 10% reduction in fees at 'Best Friends' independent Nursery (up to age 4) based in St Albans.
5. Comprehensive training and a commitment to high-quality CPD across the MAT.
6. Support from colleagues from 'Outstanding' and 'Good' schools across the MAT.

How to Apply

Candidates should submit the following:

1. **Completed Application Form**
2. **Personal letter of application** A short letter which indicates your experience and impact to date and what you can offer our Academy.
We regret we cannot accept CVs.



The forms are available in electronic format and can be downloaded from our website:

For further details, assistance or an informal discussion, please contact:

Central HR
Scholars' Education Trust
c/o Samuel Ryder Academy
Drakes Drive
St. Albans
Herts AL1 5AR

Please email completed applications to: HR@scholarseducationtrust.co.uk

Please note that references may be requested prior to interview for those who are shortlisted
Applications should be emailed no later than **9am** on the deadline date - **17th October 2018**

We look forward to hearing from you!



Selection Process

1. Straight-Forward Application Process

Complete the Application Form

2. Short Covering Letter of one or two sides of A4, including:

- * Your experience of English teaching to date and what you have learned
- * Your leadership experience or potential
- * Why you want to teach English
- * How you feel you can make a difference at RBA

Send these documents to:

HR@scholarseducationtrust.co.uk

2. Interview

Interviews will be held shortly after the closing date. You will be asked to:

- Deliver a lesson
- Meet with our students
- Attend a formal interview



Up until 15th October 2018	Potential candidates have the opportunity to visit the school in action or to contact the school in order to have informal discussions, should you so wish.
9am 17th October 2018	Deadline for Applications. All shortlisted candidates will be contacted by email and invited to interview. Details about date and time of final interviews will be given.
TBC	Formal interviews will take place at Robert Barclay Academy. All candidates will be contacted – both successful and unsuccessful.