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**English / Drama Teacher(s) Job Description - St Margaret’s School**

**Full/Part-time tbn**

**Main Responsibilities – English and Drama**

* Co-teach English Language and Literature, and teach Drama to Years 7 to 11, including GCSE English Language, GCSE English Literature, and GCSE Drama
* Form Tutoring for a Senior School class
* To prepare each class for an annual Drama performance
* One lesson of PSHE teaching to Years 6 and 8
* To prepare the girls for internal examinations and assessments
* To help mark the English element of the 11+ entry examinations in January
* To do a lunch duty each week
* Core hours are 8:00am to 4:00pm, with one 8am duty for 5 days (pro-rata) per annum
* To attend staff meetings and parents’ evenings as required
* To write reports for girls
* To set and mark tests and examinations for girls
* To help with the compilation of the school magazine
* To contribute to ‘house’ and other whole school activities (e.g. sports day)

**Ideal Candidate**

The ideal candidate will be empathetic to the girls and contribute to the school’s friendly, enthusiastic atmosphere.

The school adopts a policy of supportive rigour when developing girls’ academic and extra-curricular performance. Small class sizes mean that teachers have the opportunity to pay close attention to their pupils and develop each girl’s skills.

**Main Responsibilities *English Only***

* Co-teach English Language and Literature, including GCSE English Language, GCSE English Literature
* Form Tutoring for a Senior School class
* One lesson of PSHE teaching to Years 6 and 8
* To prepare the girls for internal examinations and assessments
* To help mark the English element of the 11+ entry examinations in January
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* To set and mark tests and examinations for girls
* To help with the compilation of the school magazine
* To contribute to ‘house’ and other whole school activities (e.g. sports day)

**Ideal candidate - English**

Experience of teaching up to GCSE level in English Language and English Literature

Experience of teaching a range of abilities including the more able

**Main Responsibilities Drama Only**

* Teach Drama to Years 7 – 11, including GCSE Drama
* To prepare each class for an annual Drama performance
* To do a lunch duty each week
* Core hours are 8:00am to 4:00pm, with one 8am duty for 5 days (pro-rata) per annum
* To attend staff meetings and parents’ evenings as required
* To write reports for girls
* To contribute to ‘house’ and other whole school activities (e.g. sports day)

Ideal candidate - Drama

Experience of teaching up to GCSE level Drama

Experience of teaching a range of abilities including the more able

**Other Information**

Teacher turnover at St Margaret’s is very low.

St Margaret’s normally adheres to the Standard Salary Scale, according to the scales applicable in Inner London. A St Margaret’s allowance is paid in addition to this.

**Safeguarding**

The school is committed to the safeguarding and welfare of children, and all staff at St Margaret’s are required to commit to the school’s safeguarding protocols and practice.