



Job Pack  
English Teacher

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# The City Academy, Hackney

Values and Success

Homerton Row, London, E9 6EA  
T: 020 8525 5440  
F: 020 8985 3908  
[admin@thecityacademy.org](mailto:admin@thecityacademy.org)  
[www.thecityacademy.org](http://www.thecityacademy.org)  
Principal: Mark Malcolm

Academic Year 2017/18

Dear Applicant,

Thank you for expressing an interest in the post of **English Teacher** at The City Academy, Hackney. We are achieving exceptional results to match our status as an outstanding school. 77% of our students achieved five A\*-C (9 – 4) grades with English and mathematics, and 58% achieved the English Baccalaureate. This has been achieved in an academy with levels of attainment below the national average on entry, and over 60% are entitled to pupil premium. We have also just received our second set of A Level results, with 79% of exams awarded A\* - C grades, and all students securing either a university place or high quality apprenticeship.

This is an exceptional school with high expectations, tight discipline and an exciting curriculum. It is a place where teachers gain experience in a high achieving environment which enables them to quickly develop their practice and progress in their career. I can promise you that this will be one of the most rewarding places to work and that aside from the intrinsic challenges and rewards this post offers, there are many other benefits for staff who work for us. We are committed to creating a professional and supportive workplace for our staff.

We want you to look forward to each day at the academy. We expect hard work, skill and dedication to our ethos, and in return we will provide an excellent working environment, competitive rates of pay and an excellent benefits package. We will also provide outstanding experiences and training opportunities, and simply having worked in our school at some time in your career will enhance your curriculum vitae.

If you feel that you can make a positive contribution to our academy, please apply online via our website, [www.thecityacademy.org](http://www.thecityacademy.org). I look forward to reading your application.

Should you have any queries, please do not hesitate to contact me.

Yours sincerely,

**Mark Malcolm**  
Principal

**Please note applications must be received by 9am on Monday 20<sup>th</sup> November**

## Job description

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<b>Post:</b>	English Teacher
<b>Grade</b>	Inner London Spine
<b>Responsible to:</b>	Subject Leader English and Literacy
<b>Responsible for:</b>	Learning outcomes of students

### Principal Accountabilities

- 1) Provide high quality teaching and learning experiences for students.
- 2) Fulfil the role of Personal Adviser to students.

### Main Activities and Responsibilities

Main duties and responsibilities are indicated here. Other duties at an appropriate level and nature may also be required and will be negotiated.

#### 1. Teaching and Learning

- Teach to all age groups.
- Be a Personal Adviser.
- Monitor and identify underachieving students from performance data.
- Address underachievement through contributing to academy strategies as well as developing and implementing faculty strategies and approaches.
- Provide assessment to students and parents as required.
- Fulfil reporting requirements.
- Liaise with parents to ensure excellent attainment.
- Support extended day activities to enhance students' learning experiences.
- Manage the behaviour of students in classrooms and around the academy.
- Understand and fulfil all the requirements of academy policies as outlined in the *Academy Handbook*.

#### 2. Additional Responsibilities

- Adhere at all times to professional business standards of dress, courtesy and efficiency in line with the ethos and specialism of the academy.
- Attend team and staff meetings.
- Attend and participate in open evenings.
- Uphold the academy's behaviour code and uniform regulations.
- Be responsible for ensuring subject knowledge is developed and participate in staff training and development.

### Key Organisational Objectives

The postholder will contribute to the academy's objectives in service delivery by:

- Following Health and Safety requirements and initiatives as directed.
- The academy is committed to safeguarding and promoting the welfare of children and young people and we expect all staff to share this commitment.
- Ensuring compliance with Data Protection legislation.
- At all times operating within the school's Equalities policies, demonstrating commitment and contribution to improving standards of attainment.
- Adopting Customer Care and Quality initiatives.
- Fulfilling the role of Student Personal Adviser and/or mentor if required.
- Contributing to the maintenance of a caring and stimulating environment for young people.

**Conditions of Service**

Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as agreed by the Trust.

**Special Conditions of Service**

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions and are expected to disclose such information at the appointment interview.

Because this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to Police checks. If candidates are successful in their application, prior to taking up post they will be required to give written permission to the Department to ascertain details from the Metropolitan Police regarding any convictions against them and, as appropriate the nature of such convictions.

**Equal Opportunities**

The postholder will be expected to carry out all duties in the context of and in compliance with the academy Equalities policies.

Date of issue: .....

Signature of postholder: .....

Signature of Principal: .....

## Person specification

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	Essential	Desirable
<b>Qualifications</b>		
Educated to degree level or equivalent	✓	
Qualified teacher status	✓	
<b>Experience</b>		
Ability to use ICT effectively	✓	
Ability to use ICT to raise achievement	✓	
Provide high-quality teaching to students of all abilities	✓	
Ability to use collaborative teaching methods and work with colleagues in the preparation, assessment and monitoring of work	✓	✓ (NQTs)
Demonstrable experience of improving student outcomes	✓	✓ (NQTs)
Ability to provide high-quality outcomes	✓	✓ (NQTs)
Experience as a form tutor and/or pastoral work	✓	✓ (NQTs)
<b>Skills</b>		
<b>Personal</b>		
Well organised	✓	
Well presented	✓	
Excellent communication skills and organisational skills	✓	
Ability to work hard under pressure while maintaining a positive, professional attitude	✓	
Ability to organise and prioritise workload and work on own initiative	✓	
Excellent creative teaching ability	✓	
Commitment to personal career development	✓	
<b>Knowledge and understanding</b>		
Developments in the National Curriculum	✓	
Developing differentiated schemes of work	✓	✓ (NQTs)
Safeguarding	✓	
<b>Equal opportunities</b>		
Understanding of different social backgrounds of students	✓	
Understanding the needs of students and the appropriate strategies to support them	✓	
Understanding the needs of bilingual students	✓	

**The City Academy, Hackney**  
**English Teacher**  
**(Inner London Pay Spine, plus performance related bonuses and other benefits)**

**If you want to be the best, then you should probably join us**

Students in our academy made more progress than in any other school in Hackney and made the best progress of any co-educational school in the country in 2014. In 2015 and 2016 students made exceptional progress with a Progress 8 score above 1.00, one of only seven schools in the country to achieve this. That is great news for our students, the academy and our community, but there is so much more that we know can be achieved and you can help.

We have a relentless ambition to deliver continuing success to the young people we serve. Our approach is based on very simple principles: clear systems and extremely high expectations. We focus on the development of our students, their values and ultimately their academic success. We maximise the impact of teaching by providing clear leadership, minimising bureaucracy and effective support that have tangible results on the quality of teaching and outcomes for our students.

**The Role**

You will be working with the Subject Leader English and Literacy, and will play a leading role in developing English teaching for students in the academy. This exciting and challenging post requires an enthusiastic, hardworking, conscientious and energetic individual, teaching English up to and including A level.

As an English Teacher at the academy, you can be part of a team which enforces high standards of behaviour and pushes students to achieve their very best.

This is a fantastic opportunity for you to shape the lives of young people in Hackney. If you think you can help transform the opportunities for the community we serve then we would like to hear from you.

The City Academy, Hackney is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. An enhanced DBS check is required for all successful applicants.

For details about the role and how to apply please visit [www.thecityacademy.org](http://www.thecityacademy.org).

**Please note applications must be received by 9am on Monday 20<sup>th</sup> November.**

The position is to start in January/Easter 2018.