John Henry Newman
Catholic College

Heart speaks to Heart

Head of English

TLR 1a

September 2018



Information Pack

Welcome to John Henry Newman Catholic College

An exceptional place to work

John Henry Newman Catholic College is an oversubscribed and high performing 11-19 College.

The College serves an area of high economic deprivation and the learning community of governors, staff and students thrives on the opportunity to truly make a positive difference to the young people we serve.

John Henry Newman laid down a compelling vision for Catholic education where each child is created for a 'definite service' and a 'mission not committed to another'. John Henry Newman Catholic College embraces this vision and unashamedly sets the highest expectations for all. Through high quality teaching and learning and exceptional wide ranging enrichment opportunities, the College seeks to cultivate students' motivation, confidence, intelligence and ability. The College's mission is to nurture a determination in each student to never accept second best in their life and a true sense of God's love and self-worth which will enable them to stand up for themselves and for a purpose greater than themselves.

John Henry Newman Catholic College strives to be at the forefront of school improvement and innovation and invests heavily in the creation of a learning community where we all have the responsibility to learn from others and to contribute to the professional development of our colleagues. It is through this collaborative culture that together we can break down barriers to learning and support our students to gain the competitive edge over other applicants to leading Universities, prestigious apprenticeships and the subsequent world of work.

The Governors seek to appoint a committed and well qualified Head of English. You will have the opportunity to work with an outstanding team and open the door to a future some students may never have imagined. The successful candidate will support students to set the highest expectations and to make outstanding progress. This post offers the prospect to make a significant impact and help shape and develop the learning and teaching for the future. He/she will have the motivation and energy to inspire young people and a determination to never settle for second best.

The College Governors are proud of what John Henry Newman Catholic College has achieved to date and are keen to appoint someone who wholeheartedly shares their ambition and commitment to the mission of the College.

Mrs Jennifer McGuirk
Principal



Person Specification

Criteria

Qualification Criteria
- Qualified to degree level and above.
- Qualified to teach (and work) in the UK .
- Qualified and skilled to teach at KS3, KS4 and KS5 desirable.

Knowledge
- Up to date knowledge in the curriculum area.
- Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour.

Experience
- Experience of raising attainment in a challenging classroom environment.
- Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities.

Behaviours
- Passion for the subject.
- High expectations for accountability and consistency.
- Vision aligned with John Henry Newman Catholic College's high aspirations, high expectations of self and others.
- A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision.
- Motivation to continually improve standards and achieve excellence.
- Commitment to the safeguarding and welfare of all students and providing equality of opportunity.
- The ability to enthuse and inspire others.
- The ability to consistently deliver outstanding lessons.
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and recognition.
- Excellent communication, planning and organisational skills.
- Demonstrates resilience, motivation and commitment to driving up standards of achievement.
- Acts as a role model to staff and students.
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- The ability to develop positive relationships with students and adults.
- The ability to work effectively alone and as a part of a team.
- Excellent listening skills.
- Strong interpersonal, written and oral communication skills and ICT skills.
- Strong organisational and time management skills.
- The ability to take personal responsibility, a readiness to reflect and self-evaluate, and the ability to change, develop and improve.
- Confidence and self-motivation.
- The ability to work well under pressure.
- High levels of honesty and integrity.

Other
- This post is subject to an enhanced Disclosure & Barring Service check.
- The post holder must be committed to safeguarding the welfare of children and to providing equality of opportunity.
- To undertake training for a First Aid Certification.

Job Description - Head of English
John Henry Newman Catholic College

Reports to : Head of Faculty / SLT
Start Date : September 2018

Management

The teaching and learning responsibility (TLR) is for ensuring through management and leadership that the following is in place to enable students to gain confidence, have sufficient exposure to a range of variation questions and to master key concepts. The focus on learning and building self-sufficient learners is key to ensuring students make sufficient progress to be successful at all levels. The exact responsibilities will be matched to the successful candidate.

- An outstanding Head of English able to lead the curriculum area and drive forward our agenda for continuous improvement through developing new initiatives and innovative teaching approaches.
- A forward thinking and innovative team player, able to inspire and motivate students and staff to develop their full potential, with a focus on raising attainment and participation rates.
- To design, develop and continuously review the scheme of learning for specific year groups across all key stages.
- Ensure POS and SOW are mapped to ensure success at KS3 and KS4 incorporating opportunities for students to develop both their spiritual and personal enablers set out in our HEART speaks to HEART statement. This includes opportunities for students to learn about possible vocations and employment opportunities within this subject area.
- Ensure there is key terminology and definitions provided for each Programme of Study available on Google Classroom for students to learn.
- Ensure the tracking sheets are up to date for individual teaching groups.
- To oversee interventions and meet regularly with the Head of Faculty and SLT to ensure that the programme is having a positive impact on progress, and progress and attainment gaps are being closed.
- Ensure learners and their parents have digital access to model answers for key concepts.
- Ensure consistently, high quality homework tasks are set to consolidate and extend learning.
- Quality control through regular book trawls and departmental moderation that there is clear evidence of learners' written responses to key questions/practice examination questions and that marking and feed forward is intrinsic.
- To further develop praise and recognition to ensure the promotion and celebration of Geography.
- Enthuse students throughout KS3 and KS4 and secure strong numbers taking English courses at KS4 and 5.
- To oversee and delegate as appropriate the mentoring of ITT students within the department.
- Any other tasks as directed by your Line Manger or the Principal.

Job Description - Head of English
John Henry Newman Catholic College

Key Responsibilities of all Teachers

- To embed the John Henry Newman Catholic College vision, ' Never settle for second best'.
- To plan, resource and deliver imaginative, interactive and inspiring lessons that ensure that effective learning takes place and students make excellent progress.
- To be accountable for student progress and attainment levels in their own classes.
- Ensure that students have access to key terminology and definitions for each programme of study.
- Ensure key concepts are regularly assessed and the tracking sheet for individual teaching groups is regularly populated.
- Ensure learners and their parents have digital access to model answers and key concepts they are expected to learn.
- Ensure quality homework tasks are set to consolidate and extend learning.
- Ensure marking and feed forward is intrinsic and students are given regular opportunities to respond.
- Ensure tracking sheets are updated with both first attempt and second attempt of key concepts students need to know.
- Ensure all assessment tasks are purposeful.
- Use Google Apps to ensure assessment for impact.
- Use KS4 and KS5 specifications at the forefront of planning across all key stages including KS3.
- Ensure that students are given the opportunity to re-visit key concepts through variation of questions and model answers across the year.
- Enable learners to master key concepts before they are moved onto something new.
- To provide a nurturing and stimulating classroom and College environment that helps students to develop as learners.
- To maintain/establish positive behaviour for learning across the whole College.
- To contribute to the effective working of the College.
- To support students in the acquisition and development of both spiritual virtues and personnel enablers as set out in the College 'Heart speaks to Heart' character development.
- To provide stimulating and enriching extra-curricular opportunities for students and potentially for members of the wider school community.

Job Description - Head of English
John Henry Newman Catholic College

Outcomes and activities—Teaching and Learning

- Plan and prepare effective teaching modules and lessons.
- To teach engaging and effective lessons that motivate, inspire and involve students and improve student attainment.
- To use regular assessments to monitor progress and set targets.
- To respond accordingly to the results of such monitoring to differentiate intervention.
- To utilise a full range of AfL strategies including STAR.
- To maintain regular and productive communication with parents, to report on progress, sanctions and achievements.
- To promote reading and teach literacy skills.

College Culture

- To help develop an ethos that is utterly committed to authentic Catholic education. A community where children are not only loved but know they are loved and where our community is guided by the Holy Spirit.
- To actively promote the College at all times.
- To contribute to discussions at meetings.
- To contribute to the writing and implementation of the College Improvement Plan.
- To be active in issues of student welfare and support.

Other

- As a Form Tutor, take responsibility of the faith journey of the tutor group and support their individual paths towards their vocation.
- To undertake other various responsibilities as directed by SLT or Principal.
- To undertake the main professional duties of a teacher as set out in the John Henry Newman Catholic College Pay and Conditions of Service document.
- To meet the expectations of all John Henry Newman Catholic College staff as laid out in the Staff Expectations Policy.
- To uphold all College polices with consistency and diligence.
- To undertake training for a First Aid Certification.

Context



John Henry Newman Catholic College is one of the most rapidly improved schools in the country. The College opened in January 2011 following the closure of a predecessor school.

The College is based in Chelmsley Wood, approximately 9 miles east of Birmingham. We serve an area of economic deprivation and currently over 50% of our school population have free school meals. There are approximately 1200 students on roll, and this is the second year that we are significantly oversubscribed for Year 7 students on entry. There are currently 132 students in the Sixth Form which is undergoing an ambitious expansion programme, and many students achieve places at different universities when they finish their studies with us, including the prestigious Russell Group universities.

The College has a very clear vision which when fully realised, will radically buck current trends recently reported by the Government's Social Mobility and Child Poverty Commission. Our staff have a strong desire to make a difference to our students and go the 'extra mile' to radically improve our students' life chances.

The College is sponsored by Bishop Challoner Catholic College in Birmingham and is part of the very successful Bishop Challoner Catholic College Teaching School Alliance.

We have achieved the prestigious Artsmark Gold, LPPA and Healthy Schools awards.

ARTS COUNCIL ENGLAND ARTSMARK GOLD

LPPA Leading Parent Partnership Award 2017–2020

Healthy Schools Solihull

Teaching and Learning

Learning and teaching at John Henry Newman Catholic College is a major strength and has rapidly improved since the opening of the College in January 2011. In May 2013, the College's self evaluation was endorsed by Ofsted who observed 93% good to outstanding and NO inadequate lessons. However, we are not complacent and to realise our vision for each individual student we strive to take learning and teaching to beyond outstanding. Our learning community meets regularly to share best practice through creative INSET, teacher led workshops and Action Research Groups.

Each member of staff is supported through personalised professional development with a focus on high quality coaching. We are currently focusing on further enhancement of learning and teaching through digital technology. In fact, we are recognised externally as leaders in this field. Our structure of learning coaches in every year group enables students to experience the highest level of personalisation in their lessons.

Every member of the Senior Leadership Team has a significant role to play in the further development of learning and teaching.





Curriculum



The curriculum at John Henry Newman Catholic College is strategically designed to enable all students to achieve the qualifications and attributes required to gain the competitive edge when applying to leading Universities or for prestigious apprenticeships and in the subsequent world of work.

The curriculum offered is based on providing students with a broad range of facilitating subjects. In addition to academic achievement, every opportunity is taken to support students' spiritual development and the development of the 'soft skills' required to succeed in business, industry and commerce.

Student Welfare and Pastoral Support

John Bosco, the Patron Saint of young people said that “children not only need to be loved, they need to know they are loved”. Our approach to pastoral care is underpinned by this philosophy in tandem with our Christian ethos and values. We offer a holistic and enabling nurturing environment to all students where standards are high and participation is encouraged. Student opinion is actively sought and represented by Student Councils across year groups. We offer incentive programmes and initiatives to reward positive behaviours and attendance.

An inclusive community and great relationships are central to our work. As a consequence both students and staff are happy, positive and enjoy their time at the College. The behaviour of our students is outstanding and we have made rapid progress in improving attendance.



Enrichment and Extra Curricular

We have an extensive variety of lunchtime and after school clubs to cater for every taste from chess to cooking. Our students enjoy supporting charitable causes and regularly raise money through cake sales and sponsored events for numerous organisations including CAFOD, Macmillan Cancer Research and Marie Curie to name just a few. Recent field trips have included visits to Valencia, Lourdes, Auschwitz and Kenya. The Duke of Edinburgh Award scheme continues to go from strength to strength at John Henry Newman Catholic College. The programme offers a huge personal challenge to individual students but the benefits that they receive in terms of personal and social development are immeasurable.

We place a high value on performance and the celebration of students’ creativity. A thriving Performing Arts faculty encourages all students to experience life enhancing opportunities for expression, communication and diverse cultural enrichment. Recent productions have included Alice in Wonderland, A Midsummer Night’s Dream and Hairspray.

The art work produced by the students and displayed all around the College is truly stunning and reflects the major talent that exists within our community.



External Links and Initiatives



John Henry Newman maintains outstanding links with the community through a whole host of programmes and initiatives. In recent years there has been a particularly effective programme of partnership working between the College and its key primary feeder schools. As a cluster of schools we have been able to address the needs of children, young people and parents from Foundation stage to KS5 and to identify effective areas for joint curriculum planning.

We are proud to be part of the Bishop Challoner Teaching School Alliance along with over 30 secondary and primary schools. We work in partnership to deliver the highest quality Initial Teacher Training, school to school support and leadership development including middle leader development and NPQH. Already, CPD and Action Research have had a real impact on pedagogical practice and on outcomes for students. John Henry Newman Catholic College is also involved in numerous national Action Research projects working in partnerships to develop the highest quality pedagogy across all curriculum areas, raise standards and widen opportunities.

We are regular hosts of TeachMeet, where teachers from all over the country congregate to share ideas, engaging and inspiring each other in an informal networking environment.



Facilities

Our staff and students benefit from a new state of the art, well equipped College with a theatre, music practice rooms, drama and dance studios, sports block, extensive playing fields, multi use games area, learning resource centre, science labs, Sixth Form area, conference facilities, media suites and our innovative Rainbow Specialist Centre for Autism. We have invested heavily in iPad technology; all teaching staff are equipped with an iPad to promote the use of digital technology in their classroom.











Conclusion

John Henry Newman Catholic College is a vibrant school with a welcoming Christian community. The staff and students have created a wonderful, supportive and nurturing environment in which to work. Visitors to the College remark upon the warmth of the atmosphere and the positivity displayed by everyone. The best way to find out what John Henry Newman Catholic College is about is to see us in action. You are very welcome to come and look around before you submit your application.



Application Procedures

Further information and an application pack for this post can be downloaded from the College website. Applications must be submitted on the Catholic Education Service (CES) application form, also available to download at *www.johnhenrynewmancatholiccollege.org*. If you have any questions about the application process or if you would like to arrange a visit to the College before submitting your application please contact Mrs L Maddison, PA to the Principal, by email at lmaddison@jhncc.org or telephone on 0121 770 5331. Completed applications should be returned to Mrs Maddison.

Safer Recruitment Procedures

John Henry Newman Catholic College is committed to safeguarding and promoting the welfare of children and young people. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below, but can be provided in more detail if requested.

Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding-over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

Long Listing

Only those candidates meeting the right criteria will be taken forward from application.

Interview

1. Those shortlisted will take part in an in-depth selection process.
2. Candidates will be asked to address any discrepancies, anomalies or gaps in their application form.

Reference Checking

References from the previous and current employer will be taken up for shortlisted candidates prior to interview, and where necessary employers may be contacted to gather further information.

Contact Details

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