



Tettenhall College

Appointment of Subject Leader EAL

September 2017/January 2018





Welcome to Tettenhall College

Founded in 1863, Tettenhall College is an independent, co-educational day and boarding school providing continuous quality education from 2 to 18 years. The College is situated in the picturesque village of Tettenhall, Wolverhampton and stands in 33 acres of stunning grounds and woods.

The commitment to providing the very best facilities is matched by the energy and passion of well-qualified staff. Small class sizes throughout the College ensure individual attention for each pupil and the flourishing international boarding houses bring a welcome global multicultural element to our community.

In September 2016 the introduction of a new academic and pastoral restructure with subject leaders and a new House system monitoring pupils' progress ensures that a clear focus is placed on teaching, learning and pupil achievement. The Subject Leader EAL will be an important appointment in supporting our international pupils by delivering high quality lessons and improving their performance in all subject areas.

Although a non-selective school, our academic results are consistently high. Our sixth formers continue not only to gain places at top universities and specialised art and drama schools, but have also achieved sought-after work placements with major companies.

The School equally has a good reputation for supporting those pupils who have additional needs. Teaching such pupils is a whole-school responsibility but there is a dedicated Academic Support Department which assists pupils, not only through direct teaching, but also by co-ordinating provision and giving guidance to the pupils, parents and staff involved.

Mr David Williams
Headmaster

Working with us

This is an exciting time to join Tettenhall College; under the current leadership the School is progressing rapidly. It is the leading independent boarding and day school in the area and is committed to becoming one of the best small schools in the UK. It is a very pleasant school in which to work.

Our mission to maximise our pupils' educational experience has seen numbers increase significantly in recent years. A continuing drive to deliver outstanding teaching and learning has equally included an expansion of the range of extra-curricular activities undertaken by our pupils as well as an improvement in the quality of sport and music provision.

The School is currently embarking on an exciting £3 million investment programme with an extensive development of our boarding and sporting facilities and the creation of a new state of the art Sixth Form Study Centre. We are also introducing site-wide WiFi that will greatly enhance our current ICT provision.

The School is a member of the Society of Heads, the Independent Schools Association and the Boarding Schools Association and we expect all staff to look outwards and focus on continuous personal and professional development. For further information about the school please visit our website at www.tettenhallcollege.co.uk

The School welcomes highly motivated professionals with a passion for excellence to join the staff team. We look forward to receiving your application.

Tettenhall College is committed to safeguarding and protecting the welfare of children. An enhanced DBS check will be undertaken on the successful candidate. Full details of the School's safeguarding policies and procedures are available on the school website.



The Role

We are seeking to appoint an outstanding Subject Leader of English as an Additional Language (EAL).

The Subject Leader will be responsible for the development of the subject area and its teaching throughout the College. The ability to lead, inspire, innovate and offer fresh approaches to learning is essential. The successful applicant will be given genuine scope to develop the College's EAL curriculum and freedom to establish the vision for this important subject area.

There are over 40 nationalities represented within our pupil body, and for the majority of pupils English is a second or even a third language. Whilst many are now fluent, the support that is provided is of paramount importance to the overall success of the school.

Teaching usually takes place in small groups, where necessary lessons may be given on an individual, one-to-one basis. Pupils are given support which helps them to access the school curriculum, as well as practising the key language elements of grammar, vocabulary, reading, writing, speaking and listening.

In Year 9 pupils may have EAL lessons instead of Modern Foreign Languages lessons. In Years 10 and 11 EAL can be taken instead of mainstream English lessons or as an option. Pupils work towards the Edexcel IGCSE English as a Second Language (E2L). Preparation for the IELTS Academic examination is offered to pupils studying in Years 12 and 13.

The EAL Department maintains a strong pastoral emphasis, working closely with other staff to ensure the wellbeing of international pupils and encouraging them to participate fully in the wide range of extra-curricular activities. We are planning the launch of a summer school in 2018 and we envisage that the Subject Leader will be an integral part of this new offering.

The Subject Leader EAL will play an important role in the delivering of a comprehensive EAL programme that advances the academic and cultural education of every EAL pupil. The post would be an excellent opportunity for either an experienced leader looking for a fresh challenge or a teacher seeking a first post of responsibility.

- Ensure that courses of study, schemes of work, teaching materials and appropriate planning are provided within EAL.
- Establish policies and systems for teaching, learning and achievement which are in line with Tettenhall College's ethos and, if appropriate, are implemented by all teachers in the EAL subject area.
- Encourage the on-going development of the teaching of EAL pupils and their achievement throughout the School through good practice, expertise and effective ideas by offering advice, guidance and authoritative leadership as required.
- Seek opportunities for personal and professional development and, where appropriate, support all staff in their continuing professional development in this area.
- Manage formal and informal assessment within EAL to support pupils' progress and high standards of achievement.
- Lead curriculum development within EAL.
- Monitor the marking of assessments by means of annual work scrutiny meetings in conjunction with the Deputy Head (Academic).
- Endeavour to embed ICT in teaching and learning.

Key tasks:

- To teach pupils within the school and to carry out other associated duties as reasonably assigned by the Headmaster.
- To advise the Headmaster and Deputy Head (Academic) on the aims and policies of the subject area and resources required to implement these.
- To regularly monitor the work of the relevant teachers ensuring that they are adhering to policies, including marking and schemes of work.
- To be aware of teaching developments within EAL and to disseminate information to colleagues where appropriate.
- To use data effectively to identify pupil progress, and ensure that achievement is in line with expectations.
- If required, ensure intervention is made to support pupils and staff .
- To monitor pupils' work and outcomes regularly and arrange subject review meetings.
- To contribute to meetings, discussions and management systems necessary to co-ordinate EAL and integrate this into the work of the College as a whole.
- To prepare an annual report, including development targets, for presentation to the Headmaster, Senior Leadership Team and Chair of the Governors' Education Committee.
- To arrange appropriate educational visits.
- To ensure the contribution of EAL to the marketing of the College (e.g. Open Days).
- To contribute to the College's website, periodical magazine and other publications as appropriate.
- To encourage links across the curriculum with other subject areas and schools.

General responsibilities:

- To be fully aware of Tettenhall College's policies and procedures relating to safeguarding of young people and act in accordance with these.
- To contribute to the marketing and promotion of the College.
- To undertake duties and responsibilities of a teacher as directed by the Headmaster (as the international pupils are predominantly boarders this may involve work at weekends and, in the case of the Summer School, in the holidays).

Person Specification and experience:

- A degree in EAL and a PGCE or equivalent.
- Experience of teaching EAL up to and including IELTS.
- An ability to inspire pupils of all ages to participate in, enjoy and excel in EAL.
- An interest in the application of ICT to teaching and learning.
- A teacher interested in progressing his or her career through professional development with a desire to lead and develop others.
- A good communicator with pupils, parents and staff.
- An excellent role model in teaching and professional conduct.
- A clear vision and sense of purpose with a commitment to drive up performance in a non-selective school.
- A willingness to play a full part in a busy independent day and boarding school and make the most of available resources.
- An excellent practitioner with a passion for EAL and an eagerness to share this with our pupils.

The post will ideally suit a teacher looking to gain his/her first experience of academic leadership on a part time basis although we would welcome applications from experienced leaders seeking a fresh challenge in a new environment.

How to apply

Closing date: 9.00am, Monday 3rd July 2017

Interviews: Week commencing Monday 3rd July 2017

Salary: Commensurate with experience

The offer of the position would be made subject to receipt of references, proof of relevant qualifications, prohibition from teaching check, Enhanced Disclosure and Barring check, overseas check if appropriate and pre-placement medical assessment that are all satisfactory to Tettenhall College. Proof of entitlement to work within the United Kingdom will be required.

Anyone wishing to discuss these details further may contact, in the first instance by email, Mrs Raj Samra, Deputy Head (Academic) at rs@tettcoll.co.uk

To apply please complete an employment application form and return to head@tettcoll.co.uk.