

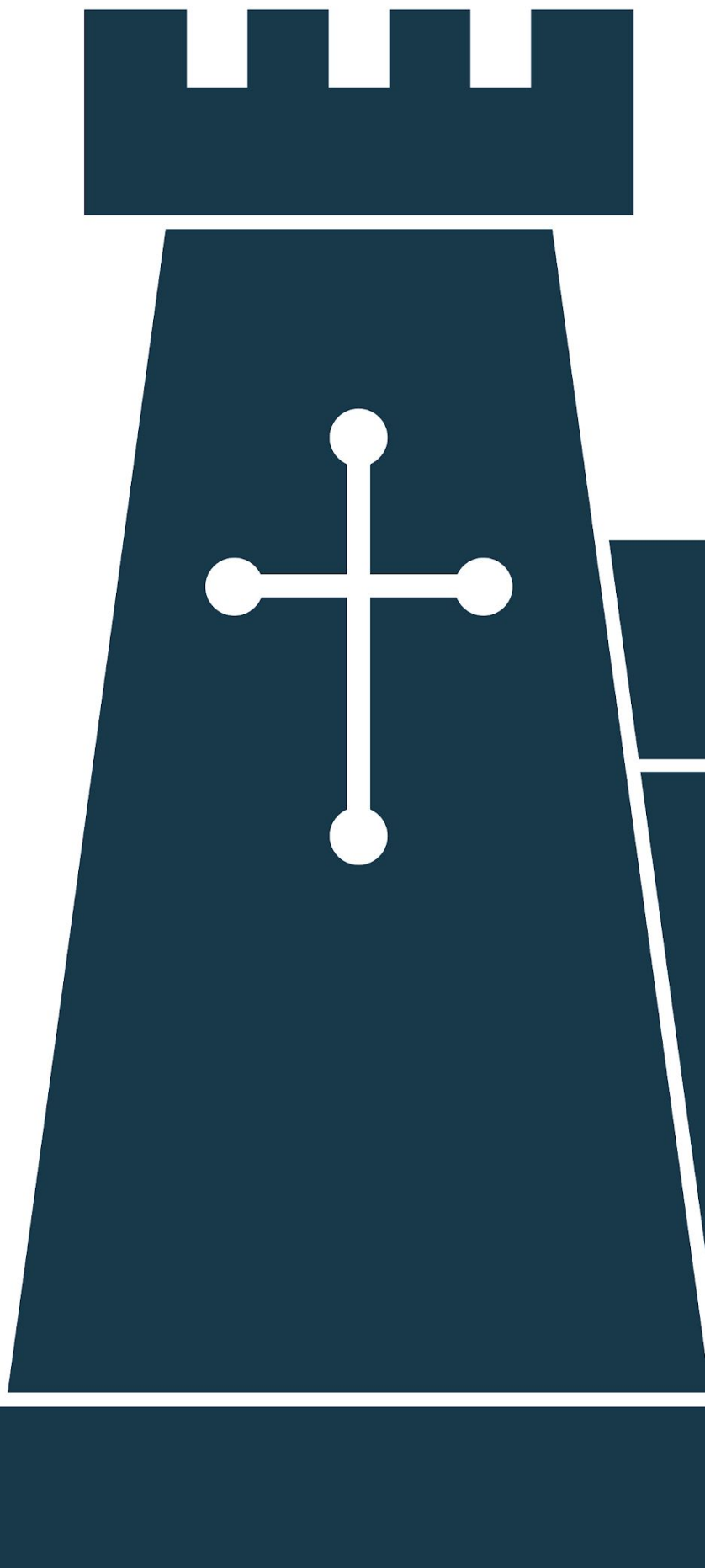


THE BAY CE SCHOOL

Believe • Inspire • Excel

English Teacher

November 2018





THE BAY CE SCHOOL

Believe • Inspire • Excel

November 2018

Dear Candidate,

Thank you for expressing an interest in the English Teacher position.

From September 2018 The Bay CE School opened as an all-through school providing education for students aged 4 to 16 years old. The school has two sites and this role is situated at the secondary site.

The English department at The Bay CE School is dynamic, creative and forward-looking. We pride ourselves on our student-centred curriculum and high expectations for all. Currently, we are looking for an ambitious secondary English teacher to join our visionary team. We are seeking a teacher who believes in the potential of every child, who seeks to inspire students every day, who sees every challenge as an opportunity to be embraced, and whose passion for English is infectious.

How to Apply

Interested candidates can download an application pack from our website: bayceschool.org

Prospective candidates are encouraged to visit the school informally. To organise a visit or if you have any questions, please contact recruitment@bayceschool.org or call 01983 403284.

Closing date for applications: Wednesday 21st November 2018

Interviews: Thursday 29th November 2018

Completed application forms should be e-mailed to recruitment@bayceschool.org or posted

FAO: Mrs L Highmore, The Bay CE School, The Fairway, Sandown, Isle of Wight, PO36 9JH.

All applications will be acknowledged upon receipt.

References will be requested prior to interview and an enhanced DBS check will be required for successful applicants.

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.

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

Yours Sincerely,

Mr Duncan Mills
Executive Headteacher



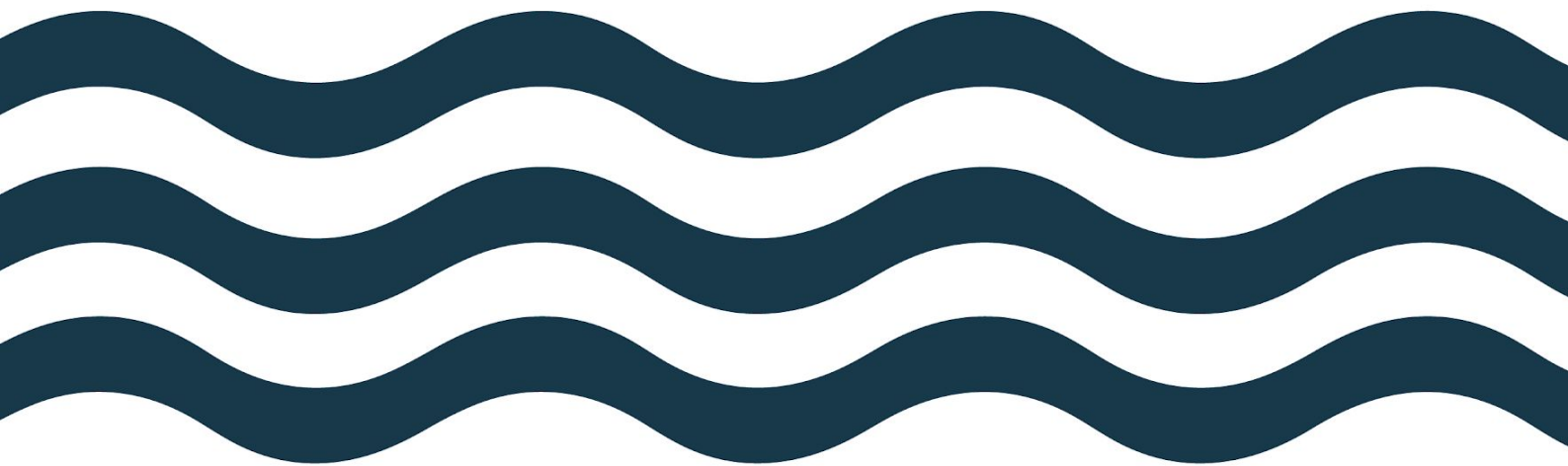
Job Description

Job Title: English Teacher

Scale: MPS

Reports to: Head of Department/Head of School/Associate Headteacher/Executive Headteacher/Cornerstone Federation Governing Board.

Key Responsibilities:

- To plan, resource and deliver lessons and sequences of lessons to the highest standard, thereby ensuring meaningful learning takes place and pupils make rapid and sustained progress.
 - To develop one's own teaching practice to a level of advanced proficiency.
 - To fully implement all school routines and techniques for creating a culture of high expectations.
 - To contribute to the enrichment, extra-curricular and raising aspirations programmes.
 - To provide daily pastoral tutoring.
 - To contribute to the effective daily working of the school.
- 

Outcomes and Activities

Teaching and Learning

- With direction from the Head of Department and within the context of the school's curriculum and schemes of work, to plan and prepare effective teaching schemes and lessons.
- To teach engaging and effective lessons that motivate, inspire and improve pupil attainment.
- To use regular assessments to set targets for pupils, monitor pupil progress and respond accordingly to the results of such monitoring.
- To produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils.
- To develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in pupil achievement.
- To ensure that all pupils achieve at least expected progress and the majority of pupils make more than expected progress.
- To maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications.



- To provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.
- To direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities.
- To implement and adhere to the behaviour management policy, ensuring the health and well-being of pupils is maintained at all times.
- To participate in preparing pupils for external examinations.

School Culture

- To support the school's values and ethos by contributing to the development and implementation of policies, practices and procedures
- To help create a strong school community, characterised by consistent, orderly behaviour and caring, respectful relationships
- To help develop a school/department culture and ethos that is utterly committed to achievement and good discipline
- To be alert and active on issues relating to pupil welfare and child protection
- To run enrichment sessions as part of the timetabled school day
- To support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required.

Other

- To undertake , and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake, within reason, other various responsibilities as directed by the Head of School/Associate Headteacher/Executive Headteacher.



This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements.

Other clauses:

- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
- This job description may be varied to meet the changing demands of the school at the reasonable discretion of the Executive Headteacher.
- This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
- Post holder may deal with sensitive material and should maintain confidentiality in all school related matters.



Generic quality statement – The Isle of Wight Council expects that its staff will adhere to its policies and procedures. All members of staff are expected to be familiar with procedures and undertake appropriate activities to support their learning and development.

Safeguarding – The Isle of Wight Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and operates stringent safer recruitment practices. Diversity and Equality – All employees are expected to treat others with dignity and respect.

Health and Safety – The Isle of Wight Council has a duty to protect employees and all employees have a duty to protect themselves and others from harm as far as is reasonably practicable.

Data Protection and ICT Security – All employees are required to ensure that any information or data collected or input in to a Council system complies with the standards set out and any associated processes that are specific to an area of work.

This job description is correct as at the date given above. In consultation with the postholder it is liable to variation by management to reflect or anticipate changes to the job. As a term of employment the postholder may be required to undertake other duties in this post or, following consultation, any other post in any of the Isle of Wight Council's Directorates.



Personal Specification

JOB TITLE: English Teacher

E = ESSENTIAL
D = DESIRABLE

SOURCE OF EVIDENCE - APPLICATION = A
TEST = T
INTERVIEW = I

	1. QUALIFICATIONS	
E	A graduate in a relevant discipline.	A/I
E	To hold a teaching qualification that is recognised by the DfE.	
E	To have evidence of continuing and recent professional development relevant to the post	
	2. EXPERIENCE	
E	Have taught at all levels of ability up to and including GCSE.	A/I
E	Ability to teach English Language or Literature to GCSE level.	
E	At least 1 years' teaching experience.	
E	Evidence of being, or having the potential to be, an outstanding teacher of the subject.	
D	Experience within more than one school.	
D	Experience as a form tutor.	
E	3. KNOWLEDGE AND UNDERSTANDING	A/I
E	Have a detailed knowledge of the GCSE requirements.	
E	Able to plan lessons effectively, setting appropriate and demanding expectations for students' learning	
E	Able to mark and monitor students' class work and homework, provide constructive oral and written feedback, set targets for students' progress and provide information to parents as required.	
E	Up to date knowledge in the curriculum area.	
E	An understanding of what an outstanding education looks like in the classroom.	
E	An understanding of the strategies needed to establish consistently high expectations.	
E	4. SKILLS	A/I
E	Ability to produce accurate work to tight deadlines under pressure.	
E	Ability to communicate clearly in writing and orally a variety of audiences.	
E	Ability to be able to deal sensitively with pastoral issues relating to staff and students.	
E	ICT skills that reflect the impact of technology on today's classrooms.	
D	Is able to contribute to extra-curricular activities outside own subject area.	
E	5. BEHAVIOURS - MANAGEMENT	A/I
E	Ability to analyse and evaluate data on students.	
E	Ensure appropriate curriculum provision for all students across the faculty.	
E	Managed teams of adults either in pastoral or departmental teams.	
E	Effective team worker.	

Personal Specification

JOB TITLE: English Teacher

[illegible]



BAYCESCHOOL.ORG



cornerstone
federation

The Cornerstone Federation is committed to safeguarding & promoting the welfare of children & expects all staff & volunteers to share this commitment. Successful applicants will be required to obtain an Enhanced DBS clearance.