



Information for Applicants

Teacher of English

0.5 FTE to 1.0 FTE

(more than one post is available)

In your supporting letter, please provide indication of whether you are interested in 0.5-0.6 FTE, 0.7-0.8 FTE or a full time teaching position.

MPR (M1 - M6) Permanent

Commencing September 2024

Apply [HERE](#)

Tadcaster Grammar School
Toulston
Tadcaster
LS24 9NB

Telephone: 01937 833466

Headteacher: Mr A Parkinson

Dear potential applicant,

Thank you for expressing an interest in applying for the post of Teacher of English

At Tadcaster Grammar School [TGS] we put the needs of students at the forefront of our decision making and practice. Our curricular and co-curricular offer responds to the aims and aspirations of individuals and we structure this as a 7-year experience. The school is fortunate to have a highly committed and talented staff and governing body and our students are motivated, articulate and keen to learn. TGS is a larger than average school, but we organise our pastoral systems so everyone is seen, heard and valued.

Several features of the school are likely to be of note to you if you visit. The first is the very open and welcoming nature of the school from both the staff and students. The second, the sheer variety of activities which are offered both within the curriculum and after school hours. TGS is a school with a strong reputation for looking after its students and where high standards of conduct are non-negotiable.

Our ambition for the school focuses on developing a culture where all students achieve highly whatever their background or ability. This relies on providing learning and teaching of the highest possible quality to engage, enthuse and motivate. At TGS we do not limit our definition of achievement simply to traditionally academic pursuits; we believe in developing well rounded individuals and, as such, we make a significant investment in the areas of sport, creative and performing arts.

Our 2022 Ofsted inspection confirmed what we already knew - that our students enjoy their learning, that they feel safe and well looked after, that the school has an ambitious curriculum which is taught exceptionally well, and that we are firmly committed to providing the very best quality of education for every student both now and in the future.

English is a vibrant and highly successful part of the curriculum at TGS. Students tell us that they enjoy their learning and achieve highly. As such, we wish to recruit someone who will contribute something really special to our team. We are looking for a proven and skilled classroom practitioner who can inspire, enthuse and add value.

If you feel you are ready for the challenge and would like to know more about the school and its activities please take a look at our website at www.tgs.starmat.uk. If you would like to speak with a member of the English team, or arrange to visit during a school day, please do not hesitate to contact us on 01937 833466 or contact our Curriculum Team Leader, Charlotte Carson at c.carson@tgs.starmat.uk

If you chose to take your interest in the post further, I would encourage you to pay attention to the following whilst assembling your application:

- The School Vision and Values Statement
- Job description and person specification
- School performance data about the school available in the public domain
- The school and STARMAT websites

I hope the following information shapes your thinking and gives the guidance to help you apply.

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.

I look forward to the possibility of meeting you soon.

Yours faithfully,

Mr A Parkinson
Headteacher

The Selection Process

The STAR MAT is committed to equality and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed. For further details about the school visit our website: [Tadcaster Grammar School](#).

If you wish to apply for the post of Teacher of English:

Fully complete the online application form on our careers website [HERE](#), ensuring all details are accurate and all declarations are signed. Please ensure you include details of two professional referees with one being your current employer (with email addresses).

Your Supporting Statement within the application form should be 2 sides A4 Ariel 12 point, 1.15 spacing maximum, addressing the following:

How your experience to date best fits you to the requirements of the following sections of the person specification:

- Experience
- Training
- Knowledge and skills

Please use *relevant* examples and impact measures from your practice during the last 3 years.

Please make direct reference to your ability to teach or potentially teach the following subjects (ideally in tabular format):

- Key Stage 3 English
- GCSE English Language and GCSE English Literature
- Key Stage 5 (Desirable)

Due to a recent promotion, we have potential to employ more than one person to the English team, with a combination of full time and/or part time contracts. **In your supporting letter, please provide indication of whether you are interested in 0.5-0.6 FTE, 0.7-0.8 FTE, full time, or any combination of these.**

The short-listing process will, in part, assess your ability to communicate effectively and accurately in the written word. Your audience for your written work will be school staff and governors.

Remember when addressing the above, *less is sometimes more*.

Timeline for the selection process

Post advertised within STAR MAT/external media	20th March 2024
Closing time/date for applications:	9am 16th April 2024
Selection day:	w/c 22nd April 2024

Please address all return mail to Mrs R Evans (HR Advisor): tgs.recruitment@tgs.starmat.uk

Appendices

1	The School Vision and Values Statement
2	Job description for the role of Teacher of English
3	Person Specification
4	English Curriculum Team Information

Appendix 1: The School Vision and Values Statement

OUR VISION *(Our cause; our key belief)*

Be your best self	<p>During their 7 years with us at the school, we want all students to maximise their potential through excellent academic and personal development.</p> <p>Each individual should also be:</p> <ul style="list-style-type: none"> ● aware of the needs of others in their thoughts and actions; ● empowered to control their own well-being; ● able to achieve fulfilment in their current and future lives.
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OUR CORE VALUES *(These should be seen, experienced & lived)*

All staff and governors at Tadcaster Grammar School are expected to recognise and uphold the STAR Multi Academy Trust **values** of trust, openness and service. In addition:

All **staff** are expected to consistently model the following **values** which underpin everything we do, every day:

Students considered first	All of our decisions should put the needs of students first, whilst also considering our own and others' wellbeing. All students will be known well, included, valued and heard.
High expectations - no limitations	We do not prejudice potential by preconceptions about individuals or groups of students.
The optimum curriculum experience for each student	We respond to the aspirations and needs of individual students with a stimulating curriculum and diverse co-curricular offer.
The optimum support for each student	Students are individuals with their own needs and requirements; our care and pastoral support systems need to reflect this.

All **students** are expected and supported to show the following **values** in everything they do in school, every day:

Ambition	To show a desire to achieve success.
Resilience	To show a determination to achieve success.
Responsibility	To take ownership for their actions and work in and out of school.
Respect	To be considerate to themselves and others.

Appendix 2: Job Description

Job Title: Teacher of English

JOB DESCRIPTION

JOB TITLE:	Teacher of English
GRADE:	MPR (M1 - M6)
RESPONSIBLE TO:	Curriculum Team Leader
JOB PURPOSE:	To secure and account for effective learning, appropriate achievement and educational, social and personal progress of all students in the assigned area of responsibility, consistent with the aims of the school and the unique needs of each individual learner.

RESPONSIBILITIES AND KEY TASKS	
Specific Responsibilities – All Teaching Staff	<p>Teachers should work with their Curriculum Team Leader, whilst taking direct responsibility for the following:</p> <ul style="list-style-type: none">● To uphold the aims, policies, procedures and ethos of the school.● Work in accordance with the Teacher Standards (2012) Teachers' standards.● Work within the School Teachers Pay and Conditions Document● Teach as directed throughout the school subject to appropriate training.● To be accountable for students' attainment and achievement.● Contribute to and implement the annual School Improvement Plan and agreed policies.● Monitor, expect and improve progress in student learning.● Participate in the pastoral management of the school as requested.● Take part in appraisal procedures outlined in an agreed school policy.● Take responsibility for their own professional development.● Plan and deliver lessons using a range of strategies to meet students' individual learning needs.● Have a thorough knowledge and understanding of their subject, its teaching and place in the National Curriculum and that of the school.● Set and mark homework according to the school and subject policies.● Mark, assess, record and report on students' achievements, setting appropriate targets for improvement.● Meet deadlines for reporting, marking, submission of assessment data, coursework, marks and forecast grades.● Prepare students for examinations, taking part in standardisation and moderation activities required within the subject and by examination boards.● Contribute to the development of schemes of learning, school and subject policies as appropriate.● Attend and contribute to appropriate meetings and professional development activities.

	<ul style="list-style-type: none"> ● Contribute to the process of subject self-evaluation and improvement planning. ● Undertake whatever other duties might reasonably be requested by the Headteacher or Curriculum Team Leader.
Specific Responsibilities – Form Tutors	<ul style="list-style-type: none"> ● Take responsibility for day to day discipline routines and attendance in the form group. ● Review and discuss students’ work and welfare, setting targets as necessary. ● Promote good behaviour and positive attitudes at all times. ● Support form, year, and house activities as appropriate.
Safeguarding and Promoting the Welfare of Children/Young People	<ul style="list-style-type: none"> ● Be responsible for promoting and safeguarding the welfare of pupils in line with policy and legislation, raising concerns as appropriate ● This STAR MAT is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment at the School. We expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children.
Health & Safety	<ul style="list-style-type: none"> ● Be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety responsibilities as defined in the Health and Safety policy and procedure. ● To work with colleagues and others to maintain health, safety and welfare within the working environment.
Data Protection	<ul style="list-style-type: none"> ● Know about data protection issues in the context of your role. ● To comply with the STAR MAT’s policies and supporting documentation in relation to Information Governance this includes Data Protection, Information Security and Confidentiality
Equalities	<ul style="list-style-type: none"> ● Within own area of responsibility work in accordance with the aims of the Equality policy, treating people with respect for their diversity, culture and values ● The STAR MAT is committed to equality and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed.
Customer Service	<ul style="list-style-type: none"> ● The STAR MAT requires a commitment to equity of access and outcomes, this will include due regard to equality, diversity, dignity, respect and human rights and working with others to keep vulnerable people safe from abuse and mistreatment ● The STAR MAT requires that staff offer the best level of service to their stakeholders and behave in a way that gives them confidence. Stakeholders will be treated as individuals, with respect for their diversity, culture and values

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Whilst this job outline provides a summary of the post, it is not a comprehensive list or description and the job will evolve to meet changing circumstances. Such changes would be commensurate with the grading and conditions of service of the post and would be subject to discussion and consultation. All staff are required to comply with the school's policies, procedures and ethos.

Elements of the Job Description may be re-negotiated at the request of either party and with the agreement of both. The post holder may, in addition, be asked to carry out other reasonable duties within the MAT, (which could involve working at other schools), as may be required for the benefit of the school and the students' education and well-being.

In relation to Data Protection, Information Security and Confidentiality, all staff are required to comply with the school's policies and supporting documentation in respect of these issues.

As part of the STAR Multi Academy Trust we pride ourselves on the work that we do supporting young people and welcome all applications. Visit the [website](#) for access to our recruitment policies.

The STARMAT is committed to equality, and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed.

Appendix 3: Person Specification

Job Title: Teacher of English

PERSON SPECIFICATION FOR CLASSROOM TEACHER

Essential upon appointment	Desirable on appointment
Knowledge & Skills	
<ul style="list-style-type: none"> ● Thorough knowledge and understanding of the subject and how it can be effectively taught across the spectrum of age and ability. ● Good knowledge of curriculum development and improvement in your subject area, together with a willingness to contribute to schemes of learning. ● Confident about using data systematically to evaluate performance, together with an ability to monitor and assess progress and provide feedback to students. ● Proven, excellent teaching and classroom management skills and an ability to relate well to and motivate <i>all</i> students. ● An understanding of how students learn and improve their skills, knowledge and understanding. ● Excellent verbal, written and communication skills ● Understanding of current research into teaching and learning, and can demonstrate how this has been used in the classroom 	
Qualifications & Experience	
<ul style="list-style-type: none"> ● Qualified teacher, with a proven track record of good or better teaching ● Excellent classroom practitioner with a relevant degree (or equivalent) and experienced subject specialist to the 11-16 age group. ● Understanding of the importance of the planning, delivery, assessment cycle. ● Able to demonstrate a variety of approaches to teaching and learning. ● To have a clear understanding of the National Curriculum and its application. 	<ul style="list-style-type: none"> ● Evidence of relevant Continued Professional Development or keeping abreast of recent development in teaching ● Experience of working with pupils with additional educational needs and demonstrates an ability to ensure inclusion. Knowledge or understanding of strategies to support children with SEN

Personal Qualities	
<ul style="list-style-type: none"> ● A professional approach to all aspects of the role as per the Teachers' standards ● A willingness to model the core staff values of the school. ● Demonstrates enthusiasm, drive and energy to achieve results. ● Make a positive contribution to the wider life and ethos of the school, including extracurricular activities. ● Commitment to work as part of a team. ● Ability to filter, judge and act decisively. ● Ability to work in a way that promotes the safety and wellbeing of children and young people. ● Flexible, able to cope with change. 	<ul style="list-style-type: none"> ● Good and appropriate sense of humour
Other Requirements	
<ul style="list-style-type: none"> ● Enhanced DBS Clearance. ● Ability to use initiative and take responsibility for own Continuing Professional Development. ● Motivation to work with children and young people. ● Ability to form and maintain appropriate relationships and personal boundaries with children and young people. ● Emotional resilience in working with challenging behaviours and attitudes. ● Ability to use authority and maintain discipline. ● An empathy for equality & diversity. ● The ability to converse at ease with stakeholders and provide advice in accurate spoken English. 	

Appendix 4: Additional information about the English Department

Job Title: Teacher of English

Staffing

Charlotte Carson	Curriculum Team Leader for English
Joanne Alderson	Teacher of English and Leader of Literacy
Laura Boddy	KS3 Leader for English
Natalie Brown	Teacher of English
Helen Brydon	KS5 Leader for English
Anna Cantrell	Teacher of English
Melanie Carroll	Teacher of English, Assistant Headteacher
Helen Cooney	KS4 Leader for English
Victoria England	Teacher of English
Jude Kay	Teacher of English, Associate Assistant Headteacher
Philip Richardson	Teacher of English
Beth Thorp	Teacher of English
Victoria Lightfoot	Teacher of English

Accommodation & Resources

- English is taught in Toulston Lodge Hall and the portacabins on the Year 7 playground.
- Almost all staff have their own classroom.
- We have a Curriculum Support Assistant.
- Tadcaster Grammar School has an excellent library and a full time librarian.

Curriculum Intent Statement

The English department aims to inspire students to be intellectual, curious and instinctive readers, writers and speakers who are empowered to be confident and independent through their encounters with a rich range of texts from different times and periods. We want our students to have the confidence to use their words to explain, describe and articulate their beliefs, knowledge and experiences and to understand the power of their own voices. It is our desire that our students will develop empathy, understanding and appreciation of their own culture, identity and literary heritage, as well as those of others.

Key Stage 3 Curriculum Details

We have a three year KS3 where students have 6 periods of English a fortnight and are taught in mixed ability groups. Students visit our excellently resourced library once a fortnight in an English lesson.

Key Stage 4 Curriculum Details

KS4 students have 8 periods of English a fortnight. Our groups are mainly mixed ability with one top set group on each half of the year.

- AQA GCSE English Language
- AQA GCSE English Literature
- AQA Functional Skills
- AQA Step Up to English

Key Stage 5 Curriculum Details

We currently offer our students 2 A level courses. Students have 8 lessons a fortnight and groups are shared by two teachers:

- AQA A level English Literature B
- AQA A level English Language (students study this at Sherburn High School)

Full Curriculum details can be found [HERE](#)