

**Head of English**

**Required September 2020**

Francis Holland School, Regent’s Park, was founded in 1878 by the Reverend Canon Francis Holland and is regarded today as one of London’s most academically selective girls’ independent day schools. The school is situated next to Regent’s Park and has a reputation for its friendly, cohesive atmosphere. The ISI Inspection Report in February 2014 assessed Francis Holland as ‘Excellent’ in all key areas of school life.

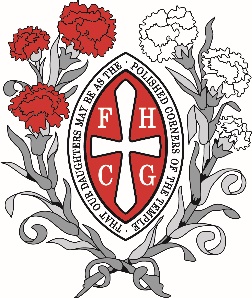
Entry to the school is very competitive and pupils are selected via entrance examinations and interview at 11+ or Sixth Form. Girls achieve exceptionally good results in examinations at GCSE and A Level, and progress to some of the best universities in the UK, as well as to top global institutions such as those in the US. There are close links with our “sister” school at Francis Holland, Sloane Square, which was founded in 1881. The school offers a large number of bursaries, in addition to music, academic and art scholarships, all of which are means-tested, up to 100% fees.

Moreover, the school offers a plethora of co-curricular activities; more than seventy clubs and societies are available every week: before school, at lunchtimes and after school. Music, drama and sport are particularly strong. Community voluntary work and charitable activities are enthusiastically supported by staff and pupils. Achievement beyond academic results is regarded as essential for FHS students and all teachers are expected to contribute fully to extra-curricular activities.

The school places great emphasis on the professional development of its entire staff. Staff at Francis Holland School enjoy a significant range of professional benefits. A comprehensive schedule of continuing professional development and INSET training, both internal and external, is provided for all staff. A three course lunch is available free of charge to all FHS employees and an interest free loan for travel season ticket is offered to all staff, on application to the Bursar. Daughters of staff are offered a 50% reduction in school fees.

Tel: 0207 723 0176

email: [jobs@fhs-nw1.org.uk](mailto:jobs@fhs-nw1.org.uk)



**Head of English**

**Required September 2020**

A well-qualified English specialist is required for a full-time post starting in September 2020. The successful candidate will have the ability and experience to teach English throughout the school, from Year 7 to 13, with experience of teaching Oxbridge candidates an advantage. The candidate should also have a keen and informed understanding of English pedagogy, a willingness to explore different teaching styles and an up to date knowledge of recent curriculum changes. Good ICT skills are important. An understanding of the 11+ process would be valuable. The English department currently comprises the Head of Department and five other teachers, three of whom are part-time. The Head of Drama also teaches some English classes at Key Stage 3.

English is a highly regarded subject in the school with an excellent academic reputation. Girls achieve impressive results, for example: 60% gained grade A\* and 90% gained A\* or A at A Level in 2019. In addition, 45% gained a grade 9 in English Literature at GCSE in 2019. Students regularly go on to study English at top universities, including Oxbridge.

The Department is responsible for various English-related co-curricular activities, including Senior Literary Society and Creative Writing Society. The departments organises speakers as well as trips to talks and to the theatre. The school runs internal writing competitions and encourages student participation in external competitions. The Head of Department oversees the lower school poetry competition which is organised by a member of the department, and supports the Head of Drama where appropriate.

All FHS staff are required to lead least one extra-curricular club and activity, beyond curriculum time.

Application forms, including a statement in support of your application and full contact details of at least two referees (including email addresses) should be sent to [jobs@fhs-nw1.org.uk](mailto:jobs@fhs-nw1.org.uk) by **9am** on **Tuesday 21st January 2020.** Any gaps in career history needs to be clarified in the form or statement.

**Thirds, Lower Fourth and Upper Fourth** (Years 7, 8 and 9)

We follow a KS3 curriculum in line with national guidelines. Girls study at least one prose text, a range of poetry and two drama texts, including a complete Shakespeare play, in each year. Currently the Shakespeare texts are:

* *A Midsummer Night’s Dream* (Year 7)
* *Macbeth* (Year 8)
* *Much Ado About Nothing* or *The Tempest* (Year 9)

Full details are available in the English Department Handbook. There are four lessons per week in Years 7 and 8, and five lessons in Year 9.

**GCSE: Lower Fifth and Upper Fifth** (Years 10 and 11)

We currently follow the CIE IGCSE specification in English Literature and OCR GCSE in English Language. For Literature we tend to choose the more classic texts by Charles Dickens and Henry James, regarding these as better preparation for A-Level study. Currently the chosen prose text is *Hard Times,* the poetry text is *Songs of Ourselves* and the drama text is *The Crucible.* There are six lessons per week in each year.

**A Level**: **Lower Sixth and Upper Sixth** (Years 12 and 13)

We teach OCR English Literature at A Level. This comprises two examinations: Drama and Poetry pre-1800 and Comparative and Contextual Study, and a non-examined unit. Currently the examination texts are: *Hamlet, The Duchess of Malfi* with *The Merchant’s Prologue and Tale*, *Jane Eyre* with *Sense and Sensibility*, and a wide range of ‘unseen’ prose extracts related to our chosen topic area ‘Women in Literature’. For the non-examined unit, the current texts are *Atonement* with *The History Boys* and selected poems by W. B. Yeats or Philip Larkin. There are nine lessons per week in both years with teaching split between two members of the department. Currently, there are two groups in the Lower Sixth and one group in the Upper Sixth.

**The successful candidate will:**

* lead and manage the English department
* act as a role model for the teaching of English throughout the school, imaginative and intellectually challenging curriculum for Mathematics;
* develop a stimulating, imaginative and intellectually challenging curriculum for English;
* ensure that the teaching within the Department is of the highest standard;
* promote English within the school.
* be an experienced and enthusiastic teacher with the ability to teach English to A Level, Oxbridge and beyond.
* be a subject specialist and an outstanding classroom teacher
* be willing to lead and contribute fully to extra-curricular clubs and trips, especially those involving English.
* be expert in the use of ICT to enhance classroom teaching.
* be willing to play an active role in all aspects school life, both pastoral and academic.

**S/he is likely to:**

* be an inspirational and skilful teacher of English from Year 7, up to and beyond A Level;
* be able to prepare students for Oxbridge entrance as required;
* be fully informed of current educational initiatives especially relating to English;
* have experience of developing high quality extra-curricular activities related to English and of promoting English within a wider school context;
* have excellent interpersonal skills and communication skills;
* be willing to lead trips and conferences as required.

Interviews for short-listed candidates will be held at the school between **28th to 30th January 2020**. Candidates will be required to teach a lesson. All appointments at Francis Holland School are conditional upon clearance by the Disclosure and Barring Service (DBS testing).

**Detailed below are the main professional requirements expected of all staff at Francis Holland:**

* to act in accordance with the aims, policies and procedures of the school and department;
* to foster a disciplined and stimulating learning environment and to encourage enthusiasm for learning, and understanding of the subject;
* to teach and prepare carefully allocated lessons using resources and strategies suited to the age and ability of the girls, in accordance with the syllabus; to contribute to planning schemes of work, as appropriate;
* to be responsive to the needs of individual girls and to liaise with the Special Needs Co-ordinator and other staff with specific requirements when necessary;
* to set homework, mark work and keep records as required; to monitor the progress of allocated groups and individual students; to assist in invigilating, setting and marking examinations, and in internal moderation;
* to be punctual and to meet deadlines;
* to attend staff and departmental meetings when in school, and to contribute as appropriate to administration and development; for example, to contribute to discussion and development of teaching and learning strategies;
* to keep up to date with subject and professional developments; to be willing to participate in relevant INSET; to participate in staff appraisal; to undertake continuing professional development;
* to attend parents’ evenings and meetings with parents, write reports and respond to parental inquiries;
* to take appropriate educational visits; to support/contribute to extra-curricular activities as may be reasonable; to attend church services, certain special events and designated assemblies;
* to take pastoral responsibility as appropriate;
* to follow Health and Safety procedures;
* to share in the provision for cover for absent colleagues and other duties;
* to foster good relations within the school community;
* to carry out any other responsibilities which may be reasonably be required or delegated by the Head of Department and/or Headmaster
* FHS is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to DBS clearance.