



Wheatley Park School

Everyone Learning - Everyone Caring

11-18 Academy and member of the River Learning Trust

1090 on roll 184 Sixth Form

Head of English

+TLR1(2) (£9928.00)

From September 2020

Due to the promotion of our previous Head of English we are looking for a new leader to further develop English at Wheatley Park School. You will be working with a skilled department team who have recently enjoyed making significant improvements to English results at the school. We have a truly comprehensive intake, and we work hard to narrow the gap between disadvantaged pupils and their peers. At the same time, we also challenge our high-attaining pupils, ensuring that they have the precise knowledge, and the love of the subject, necessary to thrive at A Level and university.

The ideal candidate will be a confident and successful teacher and leader who has a passion for learning, high standards and the ability to galvanise and motivate a team. You will be a strategic thinker, and you will enjoy drawing on best practice from research and from wider trends in pedagogy to give our pupils the very best teaching in English. You will be someone who can build a team ethos of mutual challenge and support, and a culture of ambition and 'going the extra mile'.

This is an excellent opportunity for the right person: the friendly team has skill, experience and commitment, and our students are engaging and positive. The English Centre, opened in 2008, is a truly stunning centre of learning, where English and our school library enjoy their own dedicated building. The school has recently set up the Accelerated Reader programme, and the library is run by our experienced librarian, growing a vibrant culture of reading and creative writing at the school.

You will be able to make your mark positively and we will help you to develop as a leader, preparing you for a more senior post in time. As the school is part of the River Learning Trust, you will have access to up-to-date training on subject pedagogy and leadership, enabling you to develop your practice alongside the team. In order to achieve this, you will have the time to fulfil the demands of the post, and you will have access to administrative support.

Situated just east of Oxford on a unique parkland site, Wheatley Park School is a successful 11- 18 academy with a stimulating, comprehensive intake. Our vision is to be a sustainably outstanding school in accordance with our values of Everyone Learning and Everyone Caring.

Our school is part of the River Learning Trust; our collective vision is to be a Trust where pupils and staff thrive in schools which demonstrate:

- all-round education, academic success, lifelong learning and strength of character
- sustainable continuous improvement; no school standing still
- all schools being good and outstanding, or improving rapidly
- collaboration that is raising standards, and reducing workload
- where pupils, staff, parents and communities value all we do to support the best possible outcomes and experiences for our children and young people

If you would like to know more, or arrange a visit, please contact Mrs Pat Mason (HR Manager) on 01865 877634 or by email to pmason@wheatleypark.org. Full details can be found on our website [here](#). Applications for this post can only be accepted via the TES website [here](#). To find out more about the River Learning Trust, please visit www.riverlearningtrust.org.

Wheatley Park School and the River Learning Trust are committed to safeguarding and promoting the welfare of all children and young people and preventing extremism. All staff are expected to share this commitment. The successful candidate will be subject to an enhanced DBS check. The River Learning Trust is an equal opportunities employer and we welcome applications from a range of backgrounds to represent diversity in line with our schools' community.

Closing date: 9am Friday 27 March 2020

Interview date: Week commencing 30 March 2020

(depending on the current public health situation)

Wheatley Park School, Holton, Oxford, OX33 1QH

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www.wheatleypark.org



Wheatley Park School

Job Description

Post Title	Head of English
Purpose	<ul style="list-style-type: none"> ● To establish and maintain high standards of achievement across the English department. ● To develop and enhance the teaching of others in the English teaching team. ● To ensure the provision of an appropriate and balanced curriculum in English. ● To manage and deploy teaching and support staff as well as other resources in the team.
Reporting to	Deputy Headteacher
Responsible for	Key stage leads, teaching staff, teaching assistants, librarian and administrator in English.
Salary Level	TLR1(2)
	Main Duties and Fields of Accountability
Strategic Planning	<p>To establish and communicate a vision for the future development of the department with a coherent set of aims and objectives.</p> <p>To undertake self-evaluation activities according to school policy and practice based on evidence and data.</p> <p>To lead the development of appropriate courses and learning opportunities in all Key Stages.</p>
High Standards of Teaching and Learning	<p>To set and meet high standards as a teacher, acting as a role model for others in the team.</p> <p>To establish an ethos of high expectations and rigour throughout the department.</p> <p>To lead in the development of pedagogy/ methodology, including planning and leading training.</p> <p>To monitor the quality of teaching across the department through a range of approaches including regular classroom observation.</p> <p>To monitor marking, assessment and feedback, ensuring that high professional standards are met.</p> <p>To lead in the analysis of performance data for the department.</p> <p>To ensure that the learning needs of all pupils are met and to liaise with the Learning Support team.</p>
Knowledge/Skills	<p>To maintain up to date knowledge of the English curriculum, of good practice and of research and inspection findings.</p> <p>To have knowledge of relevant school policies.</p> <p>To have an understanding of the relevant statutory requirements.</p> <p>To understand the strategic implications of ICT in the work of the team.</p>

Staffing	<p>To lead, direct and manage all staff in the English team.</p> <p>To support, guide and motivate all staff in the department to work to a common vision and purpose.</p> <p>To ensure that all department members participate in a rigorous process of Performance Management linked to the school and department priorities.</p> <p>To participate in recruitment and selection of new staff and their induction.</p> <p>To ensure that meetings are held regularly, recorded and achieve appropriate outcomes.</p>
Student Outcomes	<p>To set rigorous targets for students and groups of students in all Key Stages.</p> <p>To be accountable for standards and achievement in all Key Stages, reporting to the Leadership Group and Governors.</p>
Resources	<p>To deploy all resources effectively and efficiently, including being accountable for spending of delegated capitation.</p> <p>To establish and maintain an environment conducive to high expectations and learning.</p> <p>To ensure that Health and Safety standards are met and that all necessary risk assessments are carried out and documented.</p>
Safeguarding	<p>Wheatley Park School is committed to safeguarding and promoting the welfare of children and young persons; all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring service (DBS) and obtain any other statutorily required clearance. A ‘prohibition from teaching’ check will be completed for all applicants. Employment will also be conditional on the receipt of at least two acceptable references (1 from current/latest employer) and evidence of the formal qualifications required for the role.</p>
Additional Duties	<p>To play a full part in the life of the school, to support its ethos and development.</p> <p>To comply with any reasonable request from a manager to undertake work of a similar level not specified in this job description.</p>
Support	<p>The post holder is expected to continue in his/her own professional development.</p> <p>Support in this role will be available through the leadership group line manager and the Headteacher as well as through the school’s Professional Assistance scheme.</p>

January 2020



Wheatley Park School

POST: Head of English

SELECTION CRITERIA	ESSENTIAL	DESIRABLE
Qualifications/ Training/ Knowledge:	<p>Honours Graduate with PGCE or equivalent in English A strong record of CPD relevant to the post over the last three years. An authoritative understanding of English in terms of pedagogy, curriculum and assessment.</p>	<p>Knowledge of a range of issues in education and experience of school improvement. Knowledge of current AQA spec for GCSE, A Level.</p>
Experience:	<p>At least three years teaching experience in English at secondary school level across a wide range of attainment.</p> <p>Experience of leading initiatives within English and/or developing literacy across the school. A track record of influencing the teaching of others.</p> <p>A clear understanding and successful experience of strategies to raise attainment, particularly (but not solely) at KS4.</p> <p>A clear vision, based on experience, for the development of an innovative and engaging approach to the teaching of English.</p>	<p>Experience of leading a team to raise expectations and standards.</p> <p>Familiarity with strategies to support vulnerable learners so that they achieve well.</p>
Skills:	<p>A confident and effective teacher, able to model outstanding practice.</p> <p>Leadership skills to engage and motivate others, to set a direction for improvement and ensure confident delivery while holding team members to account with high levels of support and challenge.</p> <p>Interpersonal skills with young people and adults, with a balance of sensitivity and purpose.</p> <p>Communication skills, oral and written, to reach a range of audiences.</p> <p>A high degree of competence in utilising a range of data to raise pupil performance</p> <p>Strong personal organisation and administration to meet deadlines and work within school systems.</p> <p>Able to lead and build an engaging climate and positive relationships with young people 11-18.</p>	<p>Skills in leading extra-curricular clubs/directing school events.</p> <p>Coaching for outstanding practice.</p> <p>Creative/innovative approaches to lesson planning and community projects.</p> <p>Confident in embracing the opportunities of new technologies eg Twitter, Google Apps.</p>

<p>Aptitudes:</p>	<p>Committed to the success of every student and to the development of inclusive practice.</p> <p>Reflective practitioner, keen to develop own practice as a teacher and as a leader and able to influence others.</p> <p>Resilient, optimistic and hardworking.</p> <p>Sense of humour and perspective.</p>	<p>Flexible, able to adapt to change.</p> <p>Enthusiastic about making a strategic contribution to school improvement.</p> <p>Interested in further promotion.</p>
<p>Other:</p>	<p>Committed to own professional learning and likely to seek further promotion.</p> <p>An understanding of child protection and safeguarding issues. A commitment to the welfare of every student.</p> <p>A commitment to extra-curricular provision.</p>	<p>Keen to be involved in developing the extra-curricular work of the school and community.</p>

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