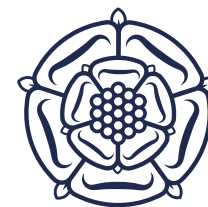




Teacher of Latin

Required for an Immediate Start
or September 2021



Teacher of Latin

About us

Cundall Manor is a thriving co-educational independent school, catering for boys and girls between the ages of 2 and 16 years of age. The school is situated in a magnificent 28 acre site in the Vale of York, between Ripon and Thirsk in North Yorkshire.

We are a community of committed and enthusiastic teaching staff, visionary governors and supportive parents. Our aim is simply to ensure that each and every child who comes to Cundall is fully prepared to embrace the challenges and opportunities that lie ahead.

We are committed to our school values of Resilience, Independence, Responsibility, Friendship, Respect, and Excellence.

About the post

The Governors and Senior Management Team wish to appoint a well-qualified, dynamic individual as a Teacher of Latin.

The position is **0.4FTE**, teaching across KS3 and KS4 will be required within this time. NQTs are welcome to apply.

The post is initially for a fixed term until September 2022.

Required

For immediate start or September 2021 for the right candidate.

Previous applicants need not apply.

We seek a highly committed, professional teacher to join our talented team and contribute to our vision - to provide an excellent, balanced education to every child.

Cundall Manor School is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children. Applicants must therefore be willing to undergo child protection screening appropriate to the post, including checks with past employers and the DBS.

Please contact PA to the Headmistress, Mrs Judith Jay, for an application pack:

Judith Jay
Cundall Manor School,
Cundall,
York
YO61 2RW

Tel: 01423 360 200
e-mail: head@cundallmanor.org.uk

Closing date: Friday 5 March 2021 @ 5.00pm
Interviews: Thursday 11 March 2021

Visit our website at
www.cundallmanorschool.com.

Job purpose

To take responsibility for the teaching of Latin, providing a high quality educational experience for all pupils. To be an effective professional, who possesses thorough curriculum knowledge, can teach and assess effectively, is a reflective practitioner and whose students who make rapid and sustained progress.

Accountable to:
Head of Languages Department

We can offer:

- A commitment to Continuous Professional Development;
- A supportive Senior Leadership Team who are passionate about education and welcome ideas;
- Small class sizes of up to 18 pupils, in a happy and busy environment where pupils behave well and enjoy their learning;
- Small tutorial groups at GCSE;
- An innovative approach to ICT where all students have access to Chromebooks, and;
- A friendly, supportive environment where all staff and pupils are known to each other.



Key Accountabilities

Teaching and Learning

- To teach students by planning teaching to achieve progression through:
- Identifying clear teaching objectives and specifying how they will be taught and assessed;
 - Setting tasks which challenge students, ensure high levels of interest and are appropriately differentiated;
 - Setting clear and personalised targets that build on prior attainment;
 - Making provision for students who have special education needs or disabilities, are gifted and talented or who have other specific individual needs;
 - Providing well-structured lessons that have pace, motivation and challenge;
 - Maintaining discipline in accordance with the school's Behaviour Policy and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
 - Using a variety of teaching methods to create a dynamic, engaging and enjoyable learning environment;
 - Ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
 - Evaluating own teaching critically to improve effectiveness;
 - Use ICT and Google Apps platform to effectively support teaching and learning.

Development of the subject

- To actively promote your subject area through contributing to events, trips, assemblies, the extracurricular programme and school website;
- To be aware of current curriculum developments in regard to the subject area.

Planning

- To ensure that all lessons are thoroughly planned;
- To produce dynamic, detailed schemes of learning for current and future cohorts based on guidance from SMT;
- To plan how subject specific trips and other opportunities to learn beyond the classroom can be built into schemes of learning;
- To ensure planning effectively uses the potential of the Google apps platform;
- To review medium and long term plans in collaboration with other staff, taking into account school policy and advice, together with guidance and directives from Department of Education.

Assessment

- To systematically assess, monitor, record and report on the learning needs, progress and achievements of students to ensure each student has the opportunity to maximise their potential;
- To diagnostically mark and monitor students' work and set targets for progress in line with the School's Marking Policy;
- Assess how well learning objectives have been achieved and use this information to inform planning and improve specific aspects of teaching;
- To contribute to developing a school specific assessment framework;
- To provide the SMT and Director of Studies with relevant information relating to pupils and progress;
- Undertake assessment of students as required by examination bodies and school procedures;
- Prepare and present informative reports to parents;
- Work with the Director of Studies and SMT in formulating a school wide approach to how assessment should be used as a tool to improve learning.

Other Responsibilities

- To secure a good standard of student behaviour and manage behaviour in a firm but caring way, taking into account the personal, social and emotional needs of pupils;
- To encourage good manners on and off-site;
- To be a point of contact for pupils and parents in regards to subject related issues;
- To work with other staff to identify relevant school improvement issues and continue to develop the curriculum;
- To participate in arrangements for the review of own performance and in opportunities for professional development;
- To have a working knowledge of teachers' professional duties and legal liabilities;
- To establish effective working relationships and set a good example through personal and professional conduct;
- To liaise effectively with SMT, staff, parents and governors;
- To cover for absent colleagues if required.

General School Duties

- To contribute to the development, implementation and evaluation of school policies, practices and procedures to support the school's values and vision;
- To be responsible for promoting and safeguarding the welfare of students and liaising with the Designated Safeguarding Lead as required;
- To carry out break and supervisory duties as designated by the Senior Management Team;
- To attend school staff, parent and other meetings outside normal school hours as required;
- To take part in marketing and liaison activities, such as open days and Carol Services and Speech Day;
- To participate/lead off site activities including residential trips as required;
- To participate in the wider life of the school;
- Behave appropriately at all events where staff, pupils and/or parents are present;
- To have a commitment to equality of opportunity and inclusion.



Person Specification

Aspects	Essential	Desirable
Qualifications and Professional Development	<ul style="list-style-type: none">• Qualified Teacher Status• A good undergraduate degree relevant to subject specialism• Experience of recent professional development	<ul style="list-style-type: none">• Evidence of commitment to continuous professional development
Experience	<ul style="list-style-type: none">• Experience of teaching subject specialism in an Independent or state secondary school at KS3 & KS4 level• Knowledge of what constitutes high quality teaching and learning in the subject area• Experience of using data effectively to raise achievement	<ul style="list-style-type: none">• Experience of working in an Independent School environment• Experience of teaching OCR J282 Latin• A track record of achieving outstanding GCSE results• Knowledge of the current ISI framework for schools• Experience of developing subject specific SEN and Gifted and Talented provision• Knowledge of ICT software relevant to subject area
Skills and Abilities	<ul style="list-style-type: none">• Able to plan and prepare effectively• Ability to communicate effectively, both orally and in writing with all stakeholders• Proficient IT skills able to demonstrate the effective use of ICT to enhance learning and teaching• Able to regularly deliver high quality, differentiated and challenging lessons that meet the specific needs of students and facilitate good progress	<ul style="list-style-type: none">• Has the skills to engage with parents and members of the wider community• Has knowledge of G-Suite and Google Classrooms
Personal competencies and qualities	<ul style="list-style-type: none">• Adaptable and Flexible• Innovative• Collaborative• Hardworking• Positive attitude• Good interpersonal skills• Believes that all students can achieve• High expectations of students• Organised and conscientious• Energetic and willing to contribute in a range of ways to a busy school• Commitment to own professional development• Able to work with all members of the team able to share good practise, skills and knowledge.• Approachable for both pupils, parents and staff• Proactive, with an ability to enthuse and motivate others.• Commitment to excellence• Strong commitment to extra-curricular activities	
Safeguarding	<ul style="list-style-type: none">• Demonstrates a clear knowledge and understanding of relevant legislation and guidance in relation to working with, and the protection of and promoting the welfare of children and young people• Displays a strong commitment to the protection and safeguarding of students• A satisfactory enhanced DBS check	





CUNDALL MANOR SCHOOL

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