

# HIGHGATE

## Teacher of English

### September 2021



An inspiring and well qualified English graduate is required to teach English in this academically selective coeducational North London day school. Both experienced and newly qualified graduates are encouraged to apply for this post. There are eighteen specialist teachers in the English Department which is at the forefront in setting the highest academic standards and fostering cultural awareness in all our pupils. Highgate has a long and distinguished literary tradition: the poets Nicholas Rowe (Laureate 1715-18) and Gerard Manley Hopkins were educated here, and John Betjeman was taught by T.S. Eliot in 1915. We seek to emulate them by continuing to cultivate creativity and literary scholarship. In September 2012, the Department moved into the School's Charter Building, a new purpose-built teaching block. The Sir Martin Gilbert Library opened in September 2013.

Applicants should be specialist English Literature graduates of the highest calibre, accustomed to guiding and interacting with the most able pupils, who are also spirited and articulate. There will be opportunities to assist with a variety of departmental activities, including a wide range of theatre and literary trips, Sixth Form extension classes and English Society events. There are also opportunities to contribute to the pastoral and co-curricular life of the school, both aspects of which are valued at Highgate, as well as an encouragement to continue one's own professional and academic development.

All pupils at Highgate study English Language GCSE (OCR 9-1) and English Literature IGCSE (CIE 9-1). We maintain an emphasis on the solid virtues of grammatical precision, lexical elegance, and knowledge of the big canonical texts, alongside creativity and innovation. There is also plenty of scope for exploring the newer canon and the best of contemporary writing. In addition, there is a strong focus on creative writing, with the publication of the termly *Windhover* magazine.

Teachers in the Department also play a prominent role in some of the partnership programmes with local schools. Meanwhile, we oversee a range of cultural events within the school including the annual Lyttelton Competition for the declamation of poetry, which attracts a large entry and diverse offerings from all age groups. English colleagues have worked with the autonomous Drama Department, including taking a number of Shakespeare productions to the Edinburgh Fringe Festival in recent years. The department also runs an annual Sixth Form extension day for pupils, led by academics from a range of universities including Oxford, Cambridge and Yale.

## Working at Highgate

The School has DfE- recognised arrangements in place for the Induction Year and the confirmation of NQT status and has considerable experience of and success in guiding entrants to the profession to qualified status. For all teachers new to Highgate, regardless of experience, there is a strong and supportive framework of induction to the School.

Teachers at Highgate enjoy a welcoming, comfortable and exceptionally well-resourced



environment and are provided with significant assistance from a range of support staff. Salaries are competitive. The School pays the employer's contribution to the Teachers' Pension Scheme. Terms are shorter than in the maintained sector. Staff have free access to the School's sports facilities.

Highgate is strongly committed to inclusion and is an equal opportunities employer. We aim to create a welcoming, respectful and

safe environment for all members of our community, from every ethnicity, gender, sexual orientation, age, ability/disability, religion and background. We know that more diverse teams are stronger teams, and that the more inclusive we are, the more our staff and pupils will feel a sense of belonging and will thrive. To enable us to make any reasonable adjustments, please let us know when you submit your application whether you have any special requirements.

Highgate is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (formerly the Criminal Records Bureau).

Tom Barfield and Odette Orlans, the Heads of English ([thomas.barfield@highgateschool.org.uk](mailto:thomas.barfield@highgateschool.org.uk) and [odette.oralns@highgateschool.org.uk](mailto:odette.oralns@highgateschool.org.uk)) or James Newton, the Deputy Head (Academic) ([james.newton@highgateschool.org.uk](mailto:james.newton@highgateschool.org.uk)) are very happy to answer any questions.

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## APPLICATION PROCEDURE

Please complete the on-line application form on our website (<https://www.highgateschool.org.uk/work-with-us>)

**Closing date 8:00am on 14 April 2021 but applications will be considered as they are received.**

**Criteria for the post of Teacher of English**  
*(to be read in conjunction with the details of the post)*

**1 Essential professional criteria**

<b>Criteria</b>	<b>How will these be tested or verified?</b>
A good honours degree in English or a joint degree including English and excellent subject knowledge	Original degree certificate(s) Questions about subject specialisation (and course content for more recent graduates) Opportunities at interview to discuss techniques for teaching set topics
Experience of teaching GCSE, AS and A2 or Pre-U English Literature and GCSE English Language successfully, either as an employed teacher or during a teaching placement, and an understanding of effective assessment	A 50-minute lesson to be taught to one of the current post-holder's classes Opportunity to comment on and grade pupils' written work
Excellent communication skills	Two panel interviews; lesson (as above)
The ability to adapt quickly to a new environment, establish good relations with pupils and gain their confidence	Opportunities at interview to recount experiences where these skills have been demonstrated Questions which referees will be asked as part of the confidential reference request
Sympathy with and knowledge of fundamental British values	Question at interview to test this
Awareness and understanding of safeguarding and welfare of children	Questions at interview to test attitudes towards and knowledge of children's safeguarding and welfare Questions which referees will be asked as part of the confidential reference request

**2 Desirable professional criteria**

<b>Criteria</b>	<b>How will these be tested?</b>
A teaching qualification (eg PGCE, GTP)	Original certificate
Experience of teaching successfully in an academically selective school	Questions which a referee from an academically selective school will be asked as part of the confidential reference request Verification of a candidate's employment history
Knowledge of, and experience of teaching, the authors currently studied at GCSE, AS and A2	Opportunities at interview to recount experience of teaching and of successful strategies used in teaching these topics
A willingness to be involved in the wider life of the department (eg book clubs, theatre visits)	Opportunities at interview to recount experience of running or participating in such activities or to give ideas for these

## Person specification for teaching posts at Highgate

Highgate seeks to appoint teachers who will have the following proven qualities, or the potential to develop them. At interview, candidates will have the opportunity to demonstrate or give an account of these attributes.

- The energy, dynamism and stamina to contribute fully to the life of a busy co-educational independent day school.
- Willingness to contribute to the extensive range of activities provided for pupils and to support them in their co-curricular pursuits.
- Capacity for industry and initiative in both independent work and as part of teams of colleagues in academic work, pastoral care, sports and co-curricular activities.
- Profound and continuing interest in the academic subject / s to be taught.
- The depth of knowledge and agility of mind to allow flexibility in lessons, adapting delivery as appropriate in the light of pupils' responses.
- Empathy with pupils across the age and ability spectrum at Highgate and the ability to implement a range of teaching strategies to cater for each individual pupil.
- Awareness and understanding of matters relating to the personal, social, health and emotional development of Highgate's pupils.
- General knowledge of Child Protection issues and good practice, particularly relating to professional obligations on safeguarding the welfare of each child and avoiding guarantees of confidentiality in any disclosure.
- Capacity to deal sensitively with problems raised by pupils, in line with Highgate's pastoral policies and sanctions system, working in partnership with Highgate's designated staff i/c pastoral care.
- Ability to create effective rapport and a sound relationship with pupils, earning their respect and trust but maintaining proper professional boundaries by not deliberately courting popularity or friendship.
- Willingness and ability to liaise effectively and professionally between pupils, staff and parents when required, making accurate records of these exchanges.
- Patience and thoughtfulness to see any issues that may arise with pupils, parents or colleagues from a variety of perspectives.
- The ability to de-fuse difficult situations using different strategies such as careful listening, sensitive use of humour, praise and recognition where due, utilising the School's reward system.
- Retention of a sense of perspective and, on occasion, the invaluable ability to laugh at oneself.

AS Pettitt  
Head