



# SOUTH DARTMOOR COMMUNITY COLLEGE



# TEACHER OF ENGLISH





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Dear Applicant,

Thank you very much for your enquiry regarding the post of English teacher at South Dartmoor Community College.

This is an exciting opportunity for someone to join the department as it develops a new team. Attainment within the department has been broadly in line with average but we need to continue to improve our progress scores and are looking for teachers with high expectations of what our students can achieve. We want you to be enthusiastic about your subject and also keen to continue to develop your pedagogical skills and share good practice with colleagues within your department. We have a very successful sixth form with strong outcomes at KS5 and English is a popular choice for our students.

The role could also entail teaching some English at Atrium Studio School. This school sits within the grounds of South Dartmoor and draws students from years 9-13 with approximated 34 students per year at KS4.

South Dartmoor Community College sits within the historic town of Ashburton and we have one of the largest catchment areas in the country as many of our students live within the stunning Dartmoor National Park. We have supportive parents and the pastoral provision at the school is extremely strong as well as our creative arts and sporting departments. This is an exciting time in the life of the school as we will be embarking on a strong school improvement journey with the opportunity to work in collaboration with other schools.

Informal visits are welcomed. Please contact [cedworthy@southdartmoor.devon.sch.uk](mailto:cedworthy@southdartmoor.devon.sch.uk) to arrange a time.

The closing date for completed application forms is 9am on Monday 24<sup>th</sup> June.

Thank you for your interest in the post and we look forward to receiving your completed application form.

Yours faithfully,

Rachel Shaw  
CEO/Executive Principal.



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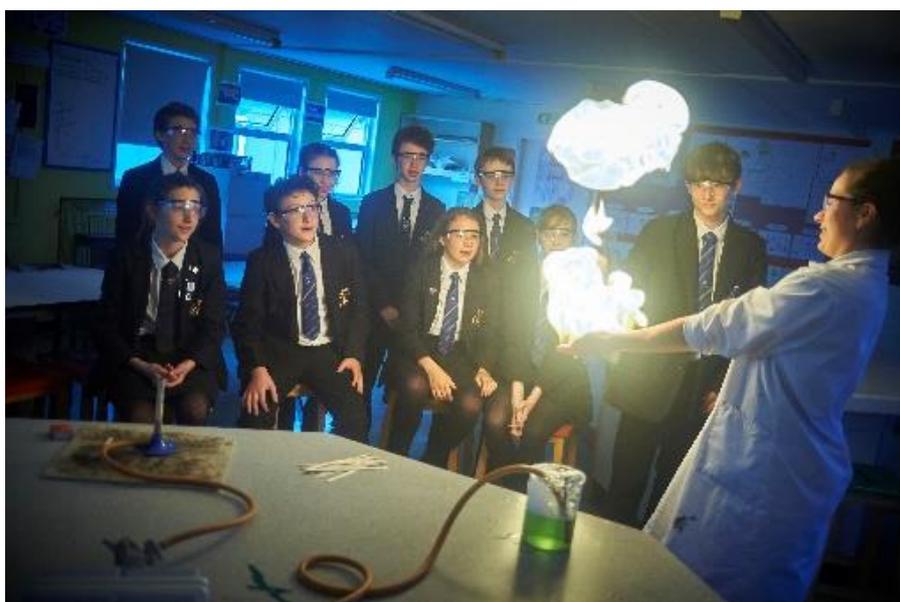
## About South Dartmoor Community College

### OUR VISION

The core guiding principle that lies at the heart of everything we do at South Dartmoor Community College is to encourage and develop personal responsibility among all members of our community. We believe in empowering students to take control of their own learning and their own lives so they know how to make good choices and also have the ability to thrive in a fast moving, ever changing world. By creating a learning environment that has high expectations of everyone - and by modelling the behaviour that we expect from our students - we can provide the stepping-stones that bring dreams closer to reality.

### OUR SCHOOL

South Dartmoor Community College has approximately 1250 students on roll, including the 6<sup>th</sup> Form College. The school is split into 5 houses named after local Tors on Dartmoor and the pastoral care of students is very strong. The school also has a CAIRB (communication and interaction resource base) that supports 12 students with communication and interaction needs in accessing mainstream education. The school has a strong reputation for the quality of its arts and sports provision. We also run the school sports partnership which engages with over 50 primary schools and their local secondary schools to provide both competitive and non-competitive sporting opportunities for primary pupils.





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## Ashburton

Ashburton is a small rural town situated within the Dartmoor National Park, and often described as a gateway to the Moor. The town's history is largely built on the wool and tin trade and it has maintained the role of Portreeve for 1198 years, leading Medieval courts. There are many cultural and sporting opportunities within the town.



Ashburton has easy access to the A38 and is less than half an hour from both Exeter and Plymouth, affording an easy commute. Our unique location makes it ideal for pursuing many leisure activities including moor walking, mountain biking, caving, rock climbing, white water kayaking and sea related sports/activities. In addition to this, the university cities of Exeter and Plymouth both offer cultural experiences with theatres, respected venues and contemporary restaurants.





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## About South Dartmoor Multi Academy Trust

South Dartmoor Multi-Academy Trust was formed in April 2011 and consists of 7 local schools: Ashburton Primary, Atrium Studio, Buckfastleigh Primary, Ilsington C of E Primary, Moretonhampstead Primary, South Dartmoor Community College and Widecombe Primary.

At SDMAT we want all of our schools to have their own identity and sense of purpose that reflects the needs and ethos of their community. We also recognise that we are stronger when we can work together and share the best practice within our schools to benefit the education of all of our children. All schools within our MAT ensure:

- **We put children first** - we care deeply about all of the children in our schools and are committed to combatting disadvantage by ensuring children achieve the highest standards;
- **Staff are valued** and have a common sense of purpose – staff have clear roles, a work/life balance and the opportunities to develop and grow and become experts in their profession;
- **Our communities feel proud** of the school their child attends and benefit from our work in helping children enter the adult world as valued members of society who have much to contribute.

These principles underpin all that we do and are often a focus for our next steps of development as a group of schools. We are extremely united and dedicated in wanting to achieve the highest quality of education for all our pupils and all school leaders within the academy are invested in wanting all the schools to succeed. There is a huge amount of transparency within the schools as we can only work effectively together by fully understanding the challenges each school faces.

### Academy Governance

Each school has retained a local governing body which is focussed on monitoring the quality of provision within their school and providing challenge and support to school leaders. The directors of the academy set the strategic direction for the Trust and monitor performance and the members are guardians of the vision and ethos of the Trust.





## Job Description

### TEACHER OF ENGLISH

#### RESPONSIBLE TO: HoD, PRINCIPAL, LOCAL GOVERNING BODY & DIRECTORS

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below. The job description of teacher also applies.

#### MAIN PURPOSE OF THE JOB

- Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the School Teachers' Pay and Conditions Document.
- Raise standards of student attainment and achievement within English and monitor and support student progress.
- Be responsible for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact. To adhere to and ensure compliance with the relevant SDCC Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Principal or to the CEO so that a referral can be made accordingly to the relevant third party services

#### Teaching responsibilities

- To teach English groups of students from all abilities across years 7 – 11 (and KS5 if skills and experience are suitable)
- To ensure that all lessons are planned with clear aims and objectives.
- To ensure that all lessons are delivered in line with the departmental schemes of work and school policies.
- To take into account the differing ability lessons of students and differentiate work accordingly.
- To encourage all students to be actively engaged in their own learning and in reviewing their progress against targets.
- To ensure that all students are known by name and that the classroom atmosphere is positive at all times.
- To encourage and foster intellectual curiosity.
- To deal with inappropriate behaviour quickly and effectively according to the school behaviour policy.



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- To check that all subject matter is effectively communicated and understood by all groups of students.
- To set appropriate tasks and challenges for homework and ensure that it is regularly marked with constructive feedback.
- To keep careful records of student progress in line with departmental and school policy.
- To ensure that there is a high standard of display work in the classroom, which is changed frequently.
- To keep work areas tidy and well organised.
- To attend scheduled meetings in the English Department and school.
- To work with colleagues in the English Department to formulate plans which have coherence and relevance to the needs of the individual students and to the aims and objectives of SDCC.
- To ensure that all work in the English Department reflects the distinctive ethos of SDCC.
- To help develop English resources for the school.
- To participate in English events such as trips and primary liaison.

## Staffing

- To continue own personal development in accordance with the School's Performance Management cycle.
- To undertake Performance Management according to the school's PM schedule.
- To set appropriate work for classes within English during any periods of absence and make sure that the work is thoroughly reviewed on return.
- To promote teamwork within the English Department.
- To participate in the School's ITT programme if required.
- To act as a positive role model and promote the aims, values and ethos of the school and uphold all rules and policies.
- To carry out the normal duties of teachers as set out in the Teachers' Pay and Conditions Document.
- To read and adhere to all procedures as set out in the Staff Handbook.
- To carry out a share of supervisory duties in accordance with normal school schedules.
- To participate in appropriate meetings with colleagues and parents.
- To carry out any other duties which may be reasonably required by the Principal.
- To enforce the school's behaviour, high expectations and uniform policies on a daily basis



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## Management information

- To ensure the maintenance of accurate and up-to-date information on all classes taught.
- To make use of analysis and evaluation of student data.
- To identify and take appropriate action on issues arising from data, systems and reports.
- Produce reports, when necessary, for the department on assessment data, including examination data.

## Communication

- To ensure effective communication and consultation with parents and carers of students and other staff within the College.
- To liaise with other schools, higher education, industry, local community groups etc. as appropriate.
- To contribute to the delivery of SDCC English liaison activities

## Pastoral responsibilities

- To act as a Form Tutor and carry out all of the responsibilities linked with that role.
- To monitor and support the overall progress and development of students within your Tutor Group.
- To monitor student attendance in lessons and ensure that follow-up procedures are put in place where necessary.
- To contribute to the delivery of PSHE and participate in deep impact days and activities week.

## School Ethos

- To play a full part in the life of South Dartmoor Community College; to support its ethos and to encourage all students and staff to follow this example.
- Actively promote the School's policies at all times.
- Comply with the School's Health and Safety Policy at all times.

***To model the behaviours of a professional at all times.***

## Person Specification

The following outlines the key skills and experience required for this position. The selection panel will assess each candidate against the criteria listed below, expecting candidates to demonstrate knowledge and understanding of each area and show evidence of having applied (or awareness of how to apply) this knowledge and understanding in the school context.

Experience		
<i>Essential</i>	<i>Desirable</i>	<i>How assessed</i>
<ul style="list-style-type: none"> <li>• Experience of teaching English at KS3 and 4.</li> <li>• Evidence of excellent classroom practice. This may be demonstrated by a successful teaching practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching English at Key Stages 3, 4 and 5.</li> <li>• Experience of the use of ICT to enhance the teaching and learning process.</li> <li>• Ability to teach English Literature or Language at A Level</li> <li>• Experience of leadership within an English department.</li> </ul>	Application form  References

Qualifications and training		
<i>Essential</i>	<i>Desirable</i>	<i>How assessed</i>
<ul style="list-style-type: none"> <li>• A good honours degree or equivalent.</li> <li>• Teaching qualification.</li> </ul>	<ul style="list-style-type: none"> <li>• Qualified teacher status.</li> <li>• Evidence of continuing professional development.</li> </ul>	Application form  Interview  References

Qualities		
<i>Essential</i>	<i>Desirable</i>	<i>How assessed</i>
<ul style="list-style-type: none"> <li>• Ability to communicate effectively.</li> <li>• High expectations.</li> <li>• An effective and supportive team member.</li> <li>• Ability to work under pressure and to deadlines.</li> <li>• High level of integrity.</li> <li>• Energetic, hard-working and reliable.</li> <li>• Committed to inclusive practice and achieving the very best for all students.</li> <li>• Commitment to safe school culture.</li> </ul>		Application form  Interview  References



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Skills and knowledge		
<i>Essential</i>	<i>Desirable</i>	<i>How assessed</i>
<ul style="list-style-type: none"> <li>• Engaging and innovative classroom teacher.</li> <li>• Ability to plan lessons and sequences of lessons with clear objectives to ensure progression for all students.</li> <li>• Excellent subject knowledge</li> <li>• Good understanding of formative assessment strategies.</li> <li>• Evidence of improved student outcomes.</li> <li>• A love of literature and a commitment to promoting reading.</li> <li>• Ability to set consistently high expectations for all students.</li> <li>• Ability to sustain positive relationships with staff, pupils, parents and governors.</li> <li>• Ability to manage time effectively, meet deadlines and prioritise work.</li> <li>• Willingness to work as part of a team.</li> <li>• Strong ICT skills.</li> </ul>	<ul style="list-style-type: none"> <li>• An interest in drama.</li> <li>• A willingness to be involved in extended curriculum opportunities in the subject area.</li> </ul>	Application form Interview References

***The Local Governing Body and Directors are committed to safeguarding and promoting the welfare of children and young person and Headteachers must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an enhanced DBS.***



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## The Application Process

### Application forms:

Application forms and the recruitment pack are available from the school website (News/vacancies) or you can contact the school directly via phone or email.

### School Visits:

Visits to the school are welcomed. Please contact the school directly to arrange to be shown around the school.

### Closing Date:

Please send completed applications directly to the school (hr@southdartmoor.devon.sch.uk) by **12 noon on Monday 24<sup>th</sup> June**. Applications received after this time will not be considered.

### Shortlisted candidates invited for interview:

Shortlisted candidates will be invited for interview and informed of requirements and timings on **Wednesday 26<sup>th</sup> June**. References will be taken up and proof of identity and qualifications will be required.

### Interviews:

Interviews will take place on **Monday 1<sup>st</sup> July** and will be at South Dartmoor Community College.

## Contact details

### South Dartmoor Community College

Balland Lane, Ashburton, Devon TQ13 7EW

Telephone: 01364 652230

Email: [hr@southdartmoor.devon.sch.uk](mailto:hr@southdartmoor.devon.sch.uk)

Web: [www.southdartmoor.devon.sch.uk](http://www.southdartmoor.devon.sch.uk)