



Information for Applicants

Teacher of English

For September 2020

The Role

Department:	English
Responsible to:	The Head of English
Grade/Salary:	The starting salary will be at a point on the St Peter's salary scale, related to, but above, the National Scale.
Start Date:	September 2020

Overall purpose of the post

Founded in 627AD, and located close to York's attractive and historic city centre, St Peter's is one of the oldest schools in the world, educating around 1,150 boys and girls aged 3-18 across the pre-preparatory, preparatory and senior tiers of our foundation. We are one of the leading schools in the north of England, performing at a high level academically and across our broad and exciting co-curriculum. The senior school has around 580 pupils, including 120 boarders.

The post will involve teaching KS3, KS4 (Literature and Language) and KS5 (Literature). The successful applicant would be expected to work collaboratively and enthusiastically, be a highly effective practitioner interested in all aspects of teaching and learning and offer a significant contribution to curriculum development and co-curricular life within this subject area. We teach Cambridge IGCSE at KS4 and OCR for English Literature A Level. Experience and/or knowledge of both would be useful, although not essential.

The Department

The department currently has seven English specialist teachers. We are housed together in seven classrooms, with a well-equipped workroom and store. Each classroom has its own projector, internet access and two rooms have an interactive whiteboard. We also have a conveniently situated computer suite. A vast range of texts and study materials are available and stock is updated each year.

We thrive upon new ideas and inspiration, varied teaching methods and the introduction of new authors to counterbalance old favourites. We are lucky to have a superbly stocked school library and work closely at all times with the Head of Library and Research. We start teaching in year 9 with mixed ability groups and our priority is to ensure that pupils are well prepared for what the future holds; our schemes of work prioritise a love for and appreciation of reading, supported by a timetabled reading lesson outside of the allotted English timetable.

English and English Literature are studied by all pupils at KS4 with class sizes at approximately 20 in two bands; in the third band of classes, smaller groups of 10 – 15 ensure that all needs are catered for at this crucial stage. Our results are excellent but we are always wary of complacency. We wish to continue fostering not only exam success but enthusiasm for and value of our subjects. KS5 groups are set up to encourage a seminar-style environment (of 10-12 pupils) and we are committed to preparing pupils of this age for further study by insisting on an increasingly independent approach to learning and decision making. These groups are of mixed ability and we would encourage any pupil, regardless of their GCSE achievement, to take the subject to A level. Whilst we are not concerned with a minimum grade to start in the sixth form, we do insist upon a willingness to work hard and an open-minded approach to literature.

Key responsibilities:

Teaching and Learning

- 1 Planning and preparing courses, lessons and activities that ensure appropriate challenge and high expectation for all learners.
- 2 Teaching lessons according to the educational needs of the pupils and as required by the school timetable.
- 3 Setting, marking and recording work carried out by pupils in accordance with the school marking and presentation policy.
- 4 Liaising with other teachers, as necessary, to ensure consistency across the curriculum.
- 5 Periodically reviewing programmes of work and methods of teaching.
- 6 Maintaining good order and discipline among pupils and safeguarding their health and safety at all times.

Assessment and Reporting

- 1 Assessing and reporting upon the progress of pupils in line with school policy, including producing written reports as required and those on request (e.g. for school transfers).
- 2 Maintaining and updating appropriate and accurate records of pupils' marks and progress.
- 3 Attending and contributing to parents' evenings to discuss pupils' progress with parents.

Pastoral Duties

- 1 Taking responsibility for the academic and pastoral oversight of pupils as a Mentor as appropriate and full involvement in School's house system.

Other Professional Duties

- 1 Sharing in the overall responsibility for the academic progress, personal development, health and safety, discipline and well-being of all pupils.
- 2 Participating in meetings to discuss curriculum, pastoral and other issues including staff meetings, departmental and whole school meetings as required.
- 3 Attending school events and activities as necessary.
- 4 Making an appropriate contribution to the planning and management of the subject area and to share departmental responsibilities as required.
- 5 Providing supervision or cover for classes / absent colleagues as necessary.
- 6 Participate fully in the school Review and Development process and engage in appropriate continuing professional development.

All staff at St Peter's School are required to observe all relevant Health and Safety, Equality and Data Protection legislation and procedures.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to

undergo checks with the Disclosure and Barring Service. The post holder will be required to take care to safeguard their own safety and that of others with whom they work and to cooperate with those designated with responsibility for health and safety.

Note: This job description is not a comprehensive definition of the post and the post holder will be expected to undertake any other tasks commensurate with the duties and responsibilities of the post. The job description will be reviewed as part of the cycle of appraisal, and it may be subject to modification or amendment at any time after consultation with the post holder.

Person specification

Criteria	Essential	Desirable	Assessment
Experience	Relevant classroom teaching experience		Application Interview References
Qualifications	A degree or equivalent qualification in English	Evidence of continuing professional development Qualified teacher status	Application
Specialist Knowledge	<p>A thorough, up to date knowledge of a range of teaching, learning and behaviour management strategies and how to implement them effectively</p> <p>A thorough understanding of the national curriculum assessment requirements</p> <p>Knowledge and understanding of computer technology and its ability to enhance the curriculum</p> <p>Thorough knowledge of the legal requirements and national guidance on the safeguarding of children</p>	Use of local and national statistics to evaluate the effectiveness of teaching	Interview References
Skills / Abilities	<p>Effective teaching skills with the ability to prepare and plan effectively</p> <p>Ability to prioritise and manage time effectively</p> <p>Excellent communication skills with the ability to develop and maintain good relationships with colleagues, pupils and parents</p> <p>Willingness to lead and participate in a range of co-curricular activities</p>		Application Interview References
Personal Attributes/Competencies	A commitment to safeguarding and protecting children and young people		Application Interview References

	<p>A passion for teaching and the ability to motivate and inspire students as well as acting as a role model</p> <p>Commitment to the ethos and values of the School and willing to make a positive contribution to all aspects of school life</p>		
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How to Apply

To apply for this post, please submit a completed application form with a covering letter. Please do not send CVs, either in place of or as an attachment to the application. Covering letters must be addressed to Mr Jeremy Walker, Head Master.

The closing date for applications is Friday 17th January 2020. Interviews will be held on Thursday 30th January 2020.

Please return this application form and accompanying letter by post to:

Mr Paul Hewitt, Human Resources Manager, St Peter's School, York, YO30 6AB

or by email:

P.Hewitt@stpetersyork.org.uk

About St Peter's

Background

St Peter's School, York comprises three schools: St Peter's School (pupils aged 13 – 18), St Olave's School (pupils aged 8 – 13) and Clifton School and Nursery (pupils aged 3 – 8 years). The school is fully co-educational with 1,150 pupils, of whom 120 are full time boarders and 250 are in the Sixth Form. There are over 300 teaching and support staff. It is one of very few schools in the North of England to offer three distinct phases of education, each sharply identified and focused towards the needs of its pupils at each age group and set within an overall context of trust, confidence-building, inspiration and opportunity.

St Peter's is the fourth oldest school in the world, founded in 627AD, and is ranked in the top 100 schools in the country for its academic results. The school is located within a short walk of York city centre, with its thriving cultural, educational and commercial life. Many of St Peter's facilities are modern and spacious, with playing fields adjacent to the main building that stretch down to the River Ouse.

An Independent Schools Inspectorate Report in 2017 found the school to be 'excellent' in all areas. The School has been awarded The Sunday Times North Independent School of the Year 2018.

The school's website can be visited at www.stpetersyork.org.uk. The most recent inspection report is available on the

[ISI website](http://www.stpetersyork.org.uk)



Clifton School and Nursery

Clifton School and Nursery, for day girls and boys aged rising 3 to 8 years, has its own building with use of extensive play areas, sports hall and swimming pool. Under the leadership of the Head, teachers use the attractive buildings and play areas to maximum advantage, teaching a broad and balanced curriculum which gives a wide variety of experiences, and emphasises the importance of basic skills. The curriculum is based on the National Curriculum and Primary Strategy, but goes far beyond this, both within the school day and during the wide range of co-curricular activities and visits outside of School.

Clifton enjoys separateness, a clear identity and its own House system. It allows smooth academic progression and provides tailor-made approaches and facilities for each age group.

Clifton School and Nursery was named by the TES Awards as the Prep/Pre-Prep School of the Year in February 2018.



St Olave's School

St Olave's School (pronounced 'olives'), for girls and boys aged 8 to 13 years, is adjacent to the main campus of St Peter's and introduces boarding as an element of the School. Under the leadership of the Master, the teaching staff provide expertise in the 8 to 13 range, guaranteeing subject specialism to challenge and support every pupil.

The curriculum is wide and challenging with expert teaching from the earliest age. There are many opportunities for recreational and competitive sport with girls' and boys' teams enjoying success both regionally and nationally. There are numerous co-curricular activities to choose from on a weekly basis. Music plays a central role in school life, involving the full range of orchestral instruments.

Boarding is an integral element of the School and is accommodated in Wentworth, a boarding house on the main school campus.

St Olave's has retained its own identity – a school within a school – giving all pupils a sense of pride and identity. It is recognised as a school in its own right, playing a vital role in the success of Clifton and St Peter's.



St Peter's School

St Peter's School, for children aged 13 to 18 years, is underpinned by academic rigour and challenge. Through outstanding teaching, first rate facilities, high expectations and pupils' hard work and enthusiasm, St Peter's achieves considerable success across a broad curriculum.

The four vibrant and successful boarding houses for boys and girls lend vitality to the pastoral life of the School. Inspiration from living in close proximity to a cultured and historic city adds further richness to the pupils' lives.

The School Chapel stands at the centre of the campus and regular services (three mornings a week) give pupils and staff the opportunity to reflect together on the spiritual values of the community and on the meaning and significance of what is happening locally, nationally and globally.

Music, Art and Drama are central to the cultural and academic depth of the School. The Sports programme is extensive, providing a wide range of choice for both girls and boys. Results are excellent, and St Peter's pupils' co-curricular achievements are considerable. The excellence of the teaching and facilities allows pupils to thrive.

About York

St Peter's School is situated five minutes' walk away from York's compact city centre. York is one of the oldest and most beautiful cities in Europe, famous for its gothic Minster and winding medieval streets. York has won a number of tourist awards and further details are available on [the Visit York website](#). York is regularly voted as one of the best places to live in the UK. Such is the size and layout of York, walking and cycling are ideal ways to get around, including taking in the famous sights of this historic city; an ancient Roman and Viking capital.

York is a central rail hub between Edinburgh, London and Manchester. The main railway station is only a 15 minute walk from the School. In addition it has a large variety of restaurants, pubs, theatres, cinemas, parks, museums and galleries, and life in York is always interesting, by day or by night.

Finding somewhere to live is also comparatively easy. York's rental sector is in good health, though demand remains high. If you are trying to buy you will find York prices are around the national average.

York is a family friendly city. Attractions such as the Jorvik Viking Centre, the Barley Hall, the York Dungeons, the National Railway Museum and the York Chocolate Story are immensely popular with people of all ages.

The city lies in the Vale of York, a valley that runs north to south between the heathery North Yorkshire Moors to the east and the famous Yorkshire Dales to the west. Both areas offer an excellent escape for walkers, cyclists, climbers – indeed anyone with a love of fresh air and rolling countryside.

A guide to the City of York can be found at <http://www.visitthecityofyork.org/>

Employee benefits

Our vision is to be a happy, thriving 3-18 co-educational day and boarding school community that combines a classical, high quality, all-round education with a forward-looking and exciting approach to learning.

Our staff are the key to our success. It is their expertise, enthusiasm and commitment that is reflected in our high standards and continued success. In return, we offer all our colleagues a competitive reward package from day one of their employment with us.

Annual Leave

Teachers will normally be entitled to take as annual leave all school holidays except for such time as may be reasonably required to carry out additional duties during the school holidays. This includes staff INSET training. Public holidays occurring when the School is in session are working days.

Cycle to Work Scheme

Eligible employees can join our Cycle to Work Scheme (also a salary sacrifice arrangement) that allows tax and National Insurance savings on the purchase of a bicycle (and related equipment).

Discounted school fees

A discount on school fees is offered to eligible staff for a maximum of two children at a time, if a place is available and entry requirements are met. The discount is offered for children at St Peter's and St Olave's Schools only.

For part-time staff the discount would be pro-rata based on the employee's working hours.

Free School Lunches

Staff can enjoy a free meal during the lunch period in the School Dining Room. Lunch is provided on normal working days during term time. A selection of hot and cold food, beverages and sandwiches are available.

Parking

There is extensive free parking available to staff on the school site.

Pension

Teacher's employment with the School is pensionable under the Teacher's Pension Scheme. Teachers are automatically enrolled when required by law. Both the teacher and the School will make the appropriate contributions based upon the teacher's pensionable salary.

School Chapel

School Chapel is available to former pupils, staff and people connected the school for weddings, christenings and other appropriate events. Extensive grounds and gentle green lawns provide an excellent location for a marquee or

champagne reception. The School is licensed for regulated entertainment and the Memorial Hall is ideal for evening functions.

Sick Pay

Where employees are unable to attend work due to sickness, there is a provision for sick pay. The amount of sick pay increases according to the employee's length of service and current contract.

Sports Facilities

All staff can use the school sports facilities free of charge when they are not in use by the pupils. This includes a modern gym and swimming pool.

Training and Development

Our employees are encouraged to continually develop their skills and knowledge. Training and development opportunities may include gaining a professional qualification and other learning opportunities.

How to find us

You can find St Peter's School, York, at YO30 6AB. The School is less than fifteen minutes on foot from York Railway Station.



By car:

From York City Centre: Take the Thirsk Road (**A19**) at the Bootham Bar traffic lights. The school is 700m on the left, immediately after the footbridge.

From the A64: Take the Northern Ring Road (**A1237**). At the **A19 roundabout** turn towards the city centre. The school is two miles on the right, 300m after Clifton Green. Turn right into the school immediately before the footbridge that crosses the road.

Parking is available on site.