

INFORMATION FOR PROSPECTIVE CANDIDATES

Team Leader of English

Full Time/ Permanent / UPS + TLR 1.2

to start: 1 January 2020



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The School

At Chilton Trinity School our aim is for students to work hard and be kind. We want every child to fulfill their ambition in life, engagement in their learning and enrichment and have resilience when challenges come their way. I make no apology in believing we have an absolute moral responsibility to equip students with the best possible exam results. This, we know, sets them up for the rest of their life and opens doors to a fulfilling job. We balance this academic focus with opportunities for our students to have genuine life enriching experiences, underpinned by the highest expectations and an unconditional commitment to provide the best education possible for our students.

It is hugely important to me that every student in this school feels happy and safe. As we know this is how students learn best combined with a sharp focus on learning. We constantly remind students that there are no limits to what they can achieve if they have the right mindset. We aim to support and nurture students to develop confidence and resilience through a wide range of learning and enrichment activities, both in the classroom and in sport, music and the arts.

Chilton Trinity School is a mixed comprehensive school for students aged 11 – 16 in Bridgwater, Somerset. The school was established in 1966 but in November 2014 moved into a brand new state of the art PFI building on the same site. The old school building was then demolished and a new car park sits in its place. We can admit up to 210 students in each year group. Our overall number at present is 938.

The House system supports our aims by creating a family atmosphere that supports each child. Our House system divides the school into four smaller families. We call them Jupiter, Mars, Neptune and Venus, each led by a Head of House and a House Learning Manager who both focus on academic monitoring and pastoral care. We ensure no student is invisible. The House System also encourages a highly competitive atmosphere, inter-house competitions throughout the year, promoting success, resilience and team spirit. Smaller Tutor Groups also help to establish strong links with tutors.

Trinity Leisure (1610) Sports facility is also located adjacent to our site and used by the local community throughout the day. On 1st March 2013 a new swimming pool opened for the first time to complement the fitness suites and Sports Hall that opened in 2012.

The school is popular and highly regarded in the local area. In our most recent Ofsted Inspection (September 2018) we were delighted to be judged to be "good". We joined the Clevedon Learning Trust on the 1 October 2019 which will make us even stronger in the future and will allow us to continue to develop strong links with our primary schools.

I am delighted you have taken the time to find out about our school and it is a privilege to be the Headteacher at Chilton Trinity School as we move into an extremely exciting time for the school. We are hugely proud of our school and of the achievements of our students. We have a beautiful building and excellent facilities, but our greatest asset is our students.

Please do not hesitate to call us if you would like to look around before deciding whether to apply or if you would like clarification on any matter.

If you do decide this post is for you I look forward to receiving your application.



Mr J Lamb - Headteacher

Leadership Team

Headteacher	Mr J Lamb
Deputy Heads	Mr T Newell
Assistant Heads:	Mr R Suik
	Ms K Wood
	Mr R Payne
Associate Assistant Head:	Mr R Hopes



About our students

There are numerous opportunities for students at Chilton Trinity School to participate in all aspects of school life.

Our students play a big part in supporting Year 6 students with their transition from Primary School. Each Year 6 student has their own Ambassador from Year 9 who helps and guides them through the transition process.

There is a strong element of Student Leadership in the school with students involved in decision making at all levels, such as in staff interviews, reviewing policies and planning fundraising events. Recently students have been successful in changing and improving the eating areas within the school, introducing more charity events and in the design and implementation of our new school uniform.

House competitions, ranging from football to public speaking are held weekly throughout the year. Students compete to win the Croad Trophy, which is presented to the House with the most points at the end of the year. Sports Day is very competitive with all students cheering on their House. Students from all Houses have the opportunity to become a House Leader.

Students take part in a variety of Music and Drama activities. There are opportunities for them to participate in concerts and assemblies. We have recently staged a fabulous Winter Wonders Christmas Concert which is followed by our school musical 'Legally Blonde' this term.

Students take part in a variety of sports activities, in lessons, in House competitions or by representing the school. Our school teams are hugely successful at both local and county level. Individual students have also represented the County and the South West in hockey, basketball, swimming, rugby and football.

Our students value the way the school works restoratively and recognise the positive impact this has on behaviour and relationships of students. We also work closely with parents to ensure they are fully involved in school life.

There are various opportunities for students across all year groups to participate in trips abroad. For example, a trip to Berlin, the Africa Expedition, Ski Trip and the Language Study visits to either France or Spain are always extremely popular.

Year 7 Students also have the opportunity to go camping for the week in Porlock and participate in a variety of outdoor activities. For many students the Camp is a highlight during their time at Chilton Trinity School.

Advert

The Clevedon Learning Trust (CLT) was launched on 1st January 2015. The CLT is currently formed in two geographical areas, Clevedon and Bridgwater. The CLT brings with it a new, innovative and student focussed approach to education within local communities. The CLT will provide high quality education and experiences for children and families. We will achieve this through our formal school partnership, using the most effective teaching and learning strategies, the best resources and facilities and the clearest progression routes for our children from the age of 0 to 18.

Chilton Trinity School is a 11 – 16 Secondary School (940 on roll). We want every child to be ambitious and make progress academically, socially and emotionally. Students are engaged in school life and play a full role in their own and others learning. Students will show resilience by overcoming setbacks and learning from them. We have a strong vision and a well-designed school improvement drive, based on secure values and the idea that at Chilton Trinity School our students will always work hard and be kind.

Team Leader of English at Chilton Trinity School

Required: 1 January 2020

Permanent – Full Time

Salary: UPS + TLR 1.2

We are looking for an enthusiastic and committed Team Leader with a passion for English. We are a rapidly improving 11-16 comprehensive school situated just 5 minutes from Junction 23 of the M5 in Somerset and within easy access of Bristol, Taunton and Exeter. We have recently joined the Clevedon Learning Trust.

We offer:

- Amazing students who value positive relationships and clear boundaries
- Continual Self Professional Development (CSPD) as soon as you start
- Leadership development and coaching
- A relentless focus on Teaching & Learning
- Centralised Detentions
- The opportunity to be part of a school that is developing rapidly
- A Trust committed to excellence that values students and staff
- A Trust committed to professional development for all staff through the Learning Hub.

You offer:

- Patience, a good sense of humour, enthusiasm and professionalism.
- A commitment to be part of a forward thinking school where standards, personal success and self-development matter
- Ambition for yourself and others
- Commitment to be part of a Multi-Academy Trust that can support a variety of professional development opportunities

We are happy to arrange a visit to the school if you are interested in this post. Please contact Mrs E King, Head's PA, on 01278 425222.

An application form and further details are available from the school website: www.chilton-trinity.co.uk.

All applications and covering letters (addressed to the Headteacher, Mr J Lamb) should be emailed to: Recruitment@chilton-trinity.co.uk

Tel: 01278 425222

CLOSING DATE FOR APPLICATIONS: Friday 18 October 2019 at 12 noon

Interview date: Week commencing 21.10.2019

Clevedon Learning Trust is committed to safeguarding and all applicants will be vetted through DBS check

Job Description

Team Leader of English at Chilton Trinity School

Grade: UPS + TLR 1.2

Line Manager: Deputy Head

Other Stakeholders:

- Headteacher/Head of School
- Governors/Trust Board
- CLT Finance Managers
- CLT Business Unit
- School Staff
- School Site Team
- CLT payroll provider
- Trade Unions
- School ICT Team
- External and Internal Audit Teams

Responsible for: A team of 8

CONTEXT

It is expected that all staff agree with, abide by and promote the aims and objectives of the School within which they work and the Clevedon Learning Trust (CLT).

The Trust's vision statement is: Children, Choice, Collaboration
Chilton Trinity School's vision statement is: Work Hard and Be Kind

Staff are expected to interact on a professional level with all stakeholders and to abide with the CLT's Code of Conduct.

ROLE OVERVIEW

- To have overall responsibility for Teaching, Learning and Assessment within the department

MAIN DUTIES

- To have overall responsibility for Teaching, Learning and Assessment within the department
- To liaise with senior staff, other Team Leaders and Heads of House to ensure that school policies are implemented
- To lead and involve all departmental staff in development planning
- To represent the department through the school's consultative structure and to consult with the Deputy Head on matters concerning their department
- To monitor all aspects of the English curriculum and the quality of teaching within the department to maximise student progress
- To lead and manage the English department to secure the best possible outcomes for students
- To lead the development of departmental staff in accordance with whole school, department and individual needs
- To represent the department as necessary within the school and at meetings with other leaders, governors, parents, inspectors, feeder schools, other secondary schools etc.
- To promote a purposeful, disciplined and creative learning environment within the department which aims to raise student aspirations and self-esteem

DATA PROTECTION AND SAFEGUARDING

- Work within the requirements of Data Protection at all times
- Understand your responsibilities in relation to Safeguarding and child protection and how to highlight an issue / concerns
- Remain vigilant to ensure all students are protected from potential harm

GENERAL

- The post-holder will be expected to undertake any appropriate training provided by the CLT to assist them in carrying out any of the above duties
- The post holder will have access to highly confidential and sensitive information in the course of their duties and must maintain the confidentiality and security of such information at all times
- The post-holder will be expected to contribute to the protection of children and young people, as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to their immediate line manager
- The post-holder will be required to promote, monitor and maintain health, safety and security in the work place. To include ensuring that the requirements of the Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order. <https://www.gov.uk/government/collections/dbs-filtering-guidance>

NOTES

This job description only contains the main accountabilities relating to the post and does not describe in detail all of the duties required to carry them out. The post holder may be required to undertake other duties and responsibilities that are commensurate with the nature and level of the post.

The CLT will endeavour to make any reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

PERSON SPECIFICATION – Team Leader of English

AREA	ESSENTIAL	DESIRABLE
Education/ Qualifications	<ul style="list-style-type: none"> • Degree (or equivalent) • QTS • Enhanced DBS 	
Experience & Knowledge	<ul style="list-style-type: none"> • An effective teacher with at least 2 years experience of teaching across the full age and ability range • A strong classroom practitioner • An understanding of the characteristics of high quality teaching & effective leadership • Experience of successfully managing student improvement 	<ul style="list-style-type: none"> • Understanding needs and strategies for effective differentiation • Experience of a range of teaching and learning styles • Experience of teaching Media
Skills and Abilities	<ul style="list-style-type: none"> • Ability to teach English and Media to GCSE • Evidence of leadership skills and an ability to translate an idea into curriculum delivery • Able to demonstrate clear understanding of educational assessment issues • Able to effectively manage administration • Able to motivate colleagues and to support and improve classroom practice • Ability to use a range of teaching approaches including individual work, group work, self-support study • Good ICT skills • Ability to teach mixed ability classes, meeting the needs of all students including those with SEND 	<ul style="list-style-type: none"> • Ability to manage a budget
Behaviours	<ul style="list-style-type: none"> • Commitment to promoting the ethos and values of the school/Trust and getting the best outcomes for all pupils • Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school. • Professional and approachable. 	
Other	<ul style="list-style-type: none"> • Able to display an awareness, understanding and commitment to the protection and safeguarding of children • • Commitment to maintaining confidentiality at all times. 	

How to apply:

The closing date for this vacancy is: Friday 18 October 2019 at 12 noon.

Potential applicants are welcome to telephone 01278 425222 if they have any questions about the post. The Headteacher, Mr J Lamb, can be contacted through his PA, Mrs Emma King, should you wish to discuss any details about the post or the school, or if you would like to arrange to visit before submitting an application.

Please complete and sign the Clevedon Learning Trust Application Form – only applications submitted on this form will be considered. Accompany the completed form with a letter of application – maximum of two sides of A4 (font size 12). In your letter please explain how your experience to date matches the person specification and equips you for this post. Also outline in brief what you feel you can bring to this school and how you can contribute to its future development.

Please email completed applications to Recruitment@chilton-trinity.co.uk.

We will contact your referees for a reference before the interviews and for shortlisted candidates the references will be taken into account in deliberations at the conclusion of the final panel interviews.

Chilton Trinity 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 candidate will be subject to an enhanced DBS check.

Candidates are asked to bring to interview some type of photographic identification, this could be either a passport or driving licence.

The school is an equal opportunities employer. Our policy is to ensure that no job applicant or employee receives less favourable treatment because of race, colour or nationality, sex, marital status, religion or disablement. We have a smart dress code for all staff. The site is non-smoking.



Local Area

Somerset is a stunning county, full of varied landscape and thriving market towns, there are also some amazing places of natural beauty including Exmoor, the Blackdown Hills, the Quantocks and the Somerset Levels.

Bridgwater is in easy distance of Exeter, Taunton and Bristol, ideal for shopping and entertainment.

If you are looking for a place to bring up your family, pursue a more active lifestyle, or both, Bridgwater and the surrounding area is situated perfectly.

An unmissable event every November is Bridgwater Carnival, which regularly attracts more than 130,000 visitors. Bridgwater also provides an attractive location for businesses, with two motorway junctions within three miles of the town centre, this is reflected in the growing number of industrial parks around the town.

You can visit the town website on: www.bridgwater.net

You can visit the Somerset tourism website on: www.visitsomerset.co.uk

