

**TEACHER OF**

**ENGLISH**

**APPLICATION PACK**

**TEACHER OF ENGLISH**

**MPS/UPS**

**From January 2020**

**APPLICATION PACK**

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**Introduction from the Principal**

Thank you for the interest you have shown in the post of Teacher of English at our school. This is an excellent opportunity to work with our dynamic English Department.

Pudsey Grangefield School is a heavily oversubscribed mixed comprehensive secondary school located in the heart of the market town of Pudsey. Situated between Leeds and Bradford the town has valued its independence from its two larger neighbours. The school has 1200 students with a thriving Sixth Form of 200 students all taught in a state of the art building. The innovative and unique style of the building creates a calm atmosphere very different to many secondary schools.

I was appointed in 2014 and since then we have received a letter from Amanda Spielman (HMCI Ofsted) which stated you ‘have transformed all aspects of the school.’ This assertion was further underlined in 2018 when the increase in our exam results has resulted in the school being the most improved school in Leeds and one of the most improved in the country. We are proud of this achievement and are clearly focused on reaching new heights in the years ahead. The school had a highly successful full Ofsted inspection in April 2019 and was judged as good in all areas including our sixth form. We were delighted to follow these achievements up with our best ever GCSE exam results this summer.

Ofsted – April 2019:

“The Principal leads the school with passion and determination.”

“Behaviour, both in lessons, and about the school, is good. Pupils treat each other and adults with respect.”

“Strong leadership, at all levels, is at the heart of this school’s success. The Principal is very ably supported by an effective team of senior leaders. The Principal describes the middle leaders as the ‘engine room of the school’ and they are indeed a real strength.”

“Staff morale is high. Staff, at all levels, have embraced the changes and are proud to be part of a successful school.”

The school has a long tradition in the town, being established as Pudsey Grammar School in 1908. Although the school is taught in a state of the art building, our core values of respect, resilience, integrity, compassion and ambition are highly traditional and are based on the goal of ensuring that every student reaches their true potential.

Our school is not just about the students gaining knowledge and qualifications although these are extremely important. We believe in teaching young people core values of decency, social skills and how to be a good citizen in an ever changing world. We want their character to develop and grow and for them to leave us with an inquiring and independent mind. We want our students to gain the best qualifications they are capable of whilst experiencing a range of opportunities which are second to none. As a result, the school is extremely popular with our community and is significantly over-subscribed every year.

Our Sixth Form which is rated as good by Ofsted, has grown in recent years and we now have 200 Post-16 students studying at Pudsey Grangefield. All key measures at Post-16 have increased and we have a strong tradition of ensuring students access the best universities including Oxford and Cambridge. The rate for our A level facilitating subjects (those recommended by the Russell Group of universities) is 19%. This is 6% above the national average and significantly higher than the large Sixth Form colleges in the city.

Our staff show exceptional dedication and commitment to our students. Relationships in the school are extremely strong and this underpins the ethos of the school. We pride ourselves in the care and support that we give our staff and as a result there is a real team spirit in the school where people enjoy being part of our school community. Teaching and learning is the key focus of the organisation and everything that we do is designed to ensure that the classroom experience for the students is excellent.

We offer fantastic support and professional development to staff which ensures that they are equipped with all the necessary skills to deliver excellent lessons to the students on a daily basis.

The school is a foundation Trust school and our partners include global companies such as M&S, HSBC bank alongside leading local business and training provider, Appris. These high quality links allow our school to offer excellent careers opportunities to students across the ability range. As a result the school has 0% NEETs at Year 11.

We are currently part of the Red Kite Teaching Alliance which is providing outstanding opportunities and CPD for all of our staff. Subject Leaders attend their Collaborative Learning Groups, which allows them to network and share best practice. This is further disseminated through the school via regular department meetings and weekly Teaching & Learning briefings.

This clearly is an exciting time to join our school.

If you have a desire to be part of one of the most rapidly improving schools in the region which will also provide you with excellent development opportunities please complete the application form. Any further details can be obtained directly from the

school (Helen Frost: [h.frost@pudseygrangefield.co.uk](mailto:h.frost@pudseygrangefield.co.uk)) or our website [www.pudseygrangefield.co.uk](http://www.pudseygrangefield.co.uk)

**Mark McKelvie**

**Principal**

**Pudsey Grangefield School**

**Details of advert**

We are seeking an exceptional English teacher to join a strong and creative subject team, which is committed to achieving excellent outcomes for all our students and developing in students a real passion for the subject. The team works collaboratively to share good and innovative practice and has a relentless focus on ensuring that teaching and learning is effective across the department. The department’s clear vision for excellence has ensured that for the past two years progress made by students for English Language and Literature A Level and GCSE has been in line with national average with current pupils making even better progress. In April of this year, Ofsted noted that ‘particularly strong practice was seen in English’ around teaching and learning.

The team currently consists of nine full-time teachers with a range of experience and expertise and is also supported by two English HLTAs who provide literacy support for students both in the classroom and through small-group intervention. We are extremely fortunate to have six examiners for AQA within the department, with five staff marking GCSE English Language or Literature and one marking English Language A Level.

In Years 7 – 11, students are grouped according to ability. The department follows detailed and challenging schemes of work at KS3,4 and 5 which are reviewed regularly to ensure that they meet the needs of our students. These are placed on the shared network drive together with all relevant resources.

Year 11 follow the AQA specifications for both English Language and English Literature. At GCE Advanced Level, students follow the AQA English Language and OCR English Literature specifications. The success of the department at Key Stage 4 means that English continues to be a popular choice for study at A Level which is reflected by the large numbers of students who choose to study this subject at this level.

The English team runs a number of enrichment activities such as GCSE after-school support, short-story and poetry competitions, a weekly book club and events on World Book Day. We regularly take students to the theatre to see texts in performance.

**Why work at Pudsey Grangefield School?**

* Be a part of our rapidly improving school
* The opportunity to play a key part in the continuing transformation of the school
* The successful candidate will join a dynamic and enthusiastic team of staff who are ensuring our students are successful in every way
* Have the opportunity to work alongside hub-schools in the Yorkshire and Humber region and University College London, with access to high quality Teaching and Learning training, networking events, CPD and national teacher meetings held annually in London.
* Be part of a supportive organisation which prides itself on high standards for staff and students
* Work in an award-winning state of art building

Appointments made are subject to an enhanced DBS check.

This school is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff, visitors and volunteers to share this commitment.

**Application Process**

Should you wish to apply for this position, please send the following:

* A completed application form. Applications should be made electronically in Word or PDF format to Helen Frost at [h.frost@pudseygrangefield.co.uk](mailto:h.frost@pudseygrangefield.co.uk). Please be aware that we do not accept Curriculum Vitaes.
* In support of your application you may include a covering letter. This should be in addition to the completed application form.

**Visits to the school are warmly invited. To arrange a visit please contact Helen Frost either by telephone on 0113 2558277 or by email at h.frost@pudseygrangefield.co.uk**

**We would welcome applications from NQT candidates.**

**Closing date for applications: Tuesday 15th October 2019 at 12.00 noon**

**Interview date: Friday 18th October 2019**

**General School Details**

### **Background**

We are an 11-18 ‘Trust’ School (ie a Foundation School supported by an educational Trust) of 1200 students near the centre of the town of Pudsey, positioned between Leeds and Bradford.

At post-16 we are an equal partner in the Pudsey Confederation, formed by the three Pudsey secondary schools. The Confederation supports around 500 students in total. We have an excellent reputation locally and are always heavily oversubscribed.

### **Building**

### The school was completely rebuilt for September 2008, under the national Building Schools for the Future programme. The transformational design supports the growth of both independent and collaborative young learners. Photographs of the facilities are available on our website.

### **Pastoral Structure**

All staff belong to a Year team and of course a subject team. Pastoral and academic monitoring and guidance are provided through Form Time at the start of each day. The pastoral structure is led by the Deputy Principal assisted by further Senior Leadership Team colleagues, Year Managers and Directors of Studies.

**Curriculum**

Students in Years 7 and 8 are organised into ability-based teaching groups and follow the full national curriculum.

From Year 9 students follow a curriculum which enables them to focus on particular strengths and interests in their choice of GCSE and BTEC courses, whilst studying the statutory core.

The Sixth Form offers a range of A level and BTEC National courses. The Confederation arrangement between the three Pudsey secondary schools ensures greater choice and flexibility. Many students progress to Higher Education, or access the range of employment opportunities available in Leeds and Bradford.

**Job Description**

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| Post Title: | Teacher of English |
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| Post Purpose: | * To facilitate and encourage learning which enables students to make progress and achieve high standards; to share and support the corporate responsibility for the well-being, education and positive behavior of all students. * To contribute to the positive ethos of the school. * To be responsible for the health and safety of themselves and those around them. * To implement the school’s policies and procedures. * To work as part of curriculum and Form to effect the school’s mission statement, ensure a strong commitment to Every Child Matters, as well as provide effective high quality teaching and learning. |
|  |  |
| Reporting to: | Subject Leader |
|  |  |
| Working time: | Permanent full time from January 2020 |
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| Salary/Grade: | MPS/UPS |
|  |  |
| Main (Core) Duties: | |
|  |  |
| Teaching & Leading Student Learning | * Ensure effective learning of whole classes, groups and individuals so that teaching and learning objectives are met, momentum and challenge are maintained, and students’ learning targets are achieved or exceeded. * Utilise teaching methods and learning styles which engage students, including stimulating intellectual curiosity, effective questioning and discussion, clear presentation and good use of resources. * Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and learning experiences and through positive and productive relationships. Lead this process in accordance with school policies and procedures. * Gather regular feedback from students regarding their views on the subject content, teaching and learning styles employed, and their progress in the subject. |
|  |  |
| Planning and Setting Expectations/Student Achievement | * Identify clear learning objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught. * Set appropriate and demanding expectations for students’ learning and motivation. Set clear incremental targets for students' learning, building on prior attainment. * Plan appropriate learning programmes for students who have special educational needs, and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs). |
|  |  |
| Assessment and Evaluation | * Assess how well learning objectives have been achieved and use this assessment for future teaching. * Mark and monitor students’ class and homework providing constructive oral and written feedback, setting targets for students’ progress. * Where applicable, understand the demands expected of students in relation to the National Curriculum, KS4 and post-16 courses. |
|  |  |
| Relationship with Parents/Carers and the Wider community | * Prepare and present informative reports to parents. * Provide opportunities to develop students' understanding by relating their learning to real and work-related examples, recognising that learning also takes place outside the school context. * Liaise with agencies responsible for students' welfare. |
|  |  |
| Manage Own Performance and Development | * Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach. * Share corporate responsibility the implementation of school policies and practices. * Provide a role model to all students they encounter, in their presentation and their personal conduct. * Evaluate their own teaching critically and use this to improve their effectiveness. |
|  |  |
| Managing and Developing Staff and Other Adults | * To establish effective working relationships with professional colleagues including, where applicable, associate staff. |
|  |  |
| Managing Resources | * Select and make good use of ICT and other learning resources which enable learning objectives to be met. |
|  |  |
| Any Special Conditions of Service: No smoking policy | |
|  | |
| Statement:  Pudsey Grangefield School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.  This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade in line with the school’s changing needs.  Dated: 8th October 2019  (Principal) | |

Person Specification

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| --- | --- | --- |
| **ATTRIBUTES** | **CATEGORY 1** | **HOW IDENTIFIED** |
| Qualifications, Training & Knowledge | * Degree (or equivalent) in English * Qualified Teacher Status; * Good knowledge of current educational developments, especially in English; * Ability to teach English at Key Stages 3 & 4. * Good knowledge of the requirements of the National Curriculum;   Know strategies for raising attainment. | * Application Form * Interview |
| Experience | * Success at teaching English at Key Stages 3 & 4. * Experience at teaching A-level English is desirable but not essential. | * Application Form * Interview * References |
| Skills | * A good team member; * Flexible and able to use own initiative; * Ability to inspire and motivate students; * Good ICT skills; * Good written and spoken communication skills. | * Application Form * Interview * References |
| Personal Qualities | * Evidence of effective organisational and communication skills; * Evidence of being a successful teacher; * Capable of inspiring students; * Able to form good working relationships with colleagues; * A willingness to become fully involved in the wider life of Pudsey Grangefield School. | * Application Form * Interview * references |

**School Location and Travel Information**

### Pudsey Grangefield School

Mount Pleasant Road

Pudsey

Leeds

LS28 7ND

### Tel: 0113 2558277

### [www.pudseygrangefield.co.uk](http://www.pudseygrangefield.co.uk)

Twitter - @PudseyGS

