



THE GRANGE
SCHOOL

Recruitment Pack
Teacher of English



Welcome

Thank you for your interest in the position of Teacher of English at The Grange School in Hartford. We are an independent, co-ed school for children aged 4-18 located in the heart of Cheshire and we are looking for passionate and dedicated staff.

We are committed to providing a rigorous and engaging curriculum that meets the needs of all learners. The curriculum is aligned to the latest standards, and it is designed to challenge students and help them reach their full potential. We also believe that it is important for teachers to be lifelong learners themselves, so the school offers a variety of professional development opportunities for teaching staff to stay up-to-date on the latest teaching practices. These opportunities can help you improve your skills and knowledge and be more effective in the classroom.

The school has a supportive and collaborative school community. Teachers and support staff work together to create a positive learning environment for students. They also provide support and resources to each other, which helps everyone to be more effective in their work. The Grange School is committed to providing a high-quality education for all students, and we are constantly striving to improve.

If you are a passionate and dedicated teacher looking for a school that is committed to providing a first-class education for all students, then The Grange is the place for you.

If you would like to discuss this vacancy please contact Mrs Lynn Geary, HR and Governance Officer by email to: recruitment@grange.org.uk, or call 01606 539039.

Dr Lorraine Earps
Head



Hartford, Cheshire

Hartford is a village in Cheshire West and Chester, 2 miles to the south west of the town of Northwich and surrounded by Weaverham to the north, Kingsmead and Davenham to the east, Whitegate and Marton to the south and Cuddington to the west.

The village was recorded in the Domesday Book of 1086, when the Manor was held by Gilbert de Venables as part of the Barony of Kinderton. In 1644 during the English Civil War a battle was fought at Hartford Green when Royalists from Chester encountered the Parliamentary forces from Northwich.

Hartford has a number of Grade II listed buildings including Hartford Hall Hotel which dates from the 16th century and Vale Royal Railway Viaduct, built in 1837. There are also a number of local shops including a hairdressers, dry cleaners, florist, a cafe and a butcher. The village is also home to Hartford Tennis Club, Hartford Cricket Club, a bowling club, and a golf course with a driving range.

The A556 bypasses the village as part of the Northwich bypass and the bridge that carries the road over the River Weaver is known as Hartford Bridge or Blue Bridge, and was built in 1938.

Hartford is served by Hartford railway station on the West Coast Main Line between Liverpool and Crewe and by Greenbank railway station on the Mid- Cheshire Line between Chester and Manchester Piccadilly.



Teacher of English

The Opportunity

Role: Teacher of English (with the possibility of Second in Department)

Reporting to: The Head of English

Qualifications: A recognised teaching qualification e.g., Degree plus a PGCE or equivalent

Salary: Dependent on experience includes membership of the Teacher Pension Scheme

The Grange is seeking to recruit a Teacher of English on a full time, permanent contract commencing on Monday 5th January 2026. If the successful candidate is available to start on Thursday 28th August 2025, this earlier start date is available. In addition, each applicant can apply for the additional responsibility of Second in Department.

The English Department is one of the largest departments at The Grange School with colleagues working closely with each other, sharing good practice and contributing to the development of the department.

Our students follow the Pearson Edexcel specifications for iGCSE English Language and English Literature. English Literature is also an A Level option in the Sixth Form. The school follows the AQA Specification A for the A Level course. Examination results reflect the high standards that are expected. In 2024, the

Department achieved the following results:

- GCSE English Language: 67% of entries were awarded grades 7-9
- GCSE English Literature: 67% of entries were awarded grades 7-9
- A Level English Literature: 50% of entries were awarded A*-A

There will be the expectation that the post holder will also offer co-curricular enrichment.



A young girl with long brown hair and glasses, wearing a grey school blazer over a striped shirt, is smiling at the camera. She is in a classroom setting with other students and a teacher visible in the background. The background is slightly blurred, showing a classroom with a bulletin board and other students.

Teacher of English Responsibilities

The list of professional duties below is set out in addition to the expectations that The Grange School has of any member of the teaching staff, as detailed in the Job Description for Senior School Teacher.

Teaching Responsibilities

- planning and thoroughly preparing courses and lessons;
- establishing and preserving a positive atmosphere for learning within the classroom;
- teaching all pupils assigned and regularly setting and marking of work to be carried out by the pupils;
- maintaining knowledge of those assigned pupils on SEND/EAL register and putting into practice strategies suggested by the SEND/ EAL Coordinator.
- assessing, recording and reporting on the development, progress and attainment of all pupils, according to the school's policy and schedule;
- preparing pupils for public examinations and assessing pupils for the purpose of such examinations;
- ensuring appropriate differentiation in work set;
- promoting independent learning;
- assisting individual pupils to maximize their potential;
- in each case, having regard for the curriculum of the school.

Pastoral Responsibilities

- promoting the general purpose and well-being of the pupils assigned to them;
- providing guidance and advice to pupils on educational, social, moral and spiritual matters;
- participating in meetings of staff and parents to discuss pupil's progress as required,
- including Parents' Evening of all pupils taught;
- acting as a Form Teacher when required to do so.

Teacher of English Responsibilities

Professional Responsibilities and Duties

- maintaining good order and discipline;
- safeguarding the pupils' welfare and safety at all times, both on school premises and elsewhere, while under supervised school activities;
- having due regard for the health and safety of all members of the school community, and following the school health and safety policy;
- exercising responsibility for preventing damage to property and for looking after teaching rooms;
- supervising and, if practicable, teaching other pupils whose teacher is absent;
- participating in organizational, administrative and supervisory tasks, such as staff duties.
- attending Morning Assembly;
- invigilating internal (and some external) examinations;
- making teaching areas attractive by providing display material;
- participating in arrangements for their further training and professional development;
- helping to train student teachers who have been accepted by the school for training;
- all teachers are encouraged to attend and support those school events that involve pupils for whom they have pastoral responsibility;
- giving a good impression of the school when in discussion, inside or outside the school, with individuals and outside agencies.

Enrichment Responsibilities

- participation in the extra-curricular programme;
- participation in the activities of the assigned House (and its section), as directed by the House Leader, including attendance at House meetings.





Teacher of English

The Person

Key to recruitment activity: A = Application, I = Interview, E = Experience, T = Task, R = Reference

Qualifications:	Activity
A recognised teaching qualification e.g. Degree plus a PGCE or equivalent	A
Knowledge and Understanding:	
To understand the requirements of the English curriculum across all Key Stages	E
To understand and be able to lead on the principles of assessment for learning, a full range of assessment techniques, recording and reporting requirements consistent with whole school policy	E, I
Knowledge of the Health and Safety and safeguarding requirements relating to all aspects of English provision	I
To know the characteristics of high-quality teaching and the variety of teaching and learning styles and how they impact on the quality of learning and student achievement	I, T
To be able to articulate a vision for English at The Grange School	I, A
To know and understand how to use comparative data to set realistic and challenging targets, track student progress and evaluate achievement outcomes	I
Experience:	
Substantial, recent and successful teaching experience across the age and ability range	A
Ability to teach GCSE	A, E, I
Teaching and Learning Skills:	
To be an effective teacher able to deploy a range of teaching and learning styles and manage the learning environment to promote excellence and high achievement for students of all abilities	I, T, R
To inspire students in their study and enjoyment of English	T, R
To be able to relate well to students in a professional manner in a variety of contexts	I, T
To be committed to leading a range of inclusive extracurricular activities, adding breadth to student experience	E
Qualities:	
To be able to support the wider aims of the school	I
To be committed to the safeguarding and wellbeing of every student in your care	I, R
To be committed to the entitlement of all students to a broad and balanced curriculum	I
To be able to support the school's mission and values	I
To be able to demonstrate excellence in one's professional work and the achievements of students	I
To be committed to continuous professional development at all levels	E, I
To be able to maintain effective and professional relationships with colleagues at all levels	I, R
To be able to work effectively as a member of a team	E, I, R
To be resilient and cope with periods of pressure effectively with good humour and a sense of proportion	I
To be committed to the philosophy of inclusive education	I, R
To participate wholeheartedly in evening and weekend activities as appropriate	I

Employee Benefits

Here at The Grange School we offer a competitive package of employee benefits, including:

Employee Assistance Programme: with Health Assured

Healthcare: We have partnered with Benenden Health to look after your health and wellbeing. Healthcare membership gives employees access to healthcare services such as Medical Diagnostics, Medical Treatment and Surgery, Physiotherapy, 24/7 GP and Mental Health helplines. You can also take advantage of exclusive offers on other products including discounted health assessments, health, cash plans, travel and home insurance and discounts on self-funded treatments.

Pension: Teacher Pension Scheme

Fee discount: Up to 50% Discount on Student Fees

Use of on-site facilities: Staff have free membership to the school's onsite gym, outside of school hours and use of the sports hall. All staff can also take advantage of discounted ticket prices to shows at The Grange Theatre.

Social events: All new staff are invited to join us for a welcome meal and we also host an annual summer BBQ and Christmas party. A variety of wellbeing activities are also planned around school INSET days.

Staff discounts: The Grange has partnered with 'Benefit Hub' who offer discounts and money- saving deals on shopping, holidays, insurance etc. We have also partnered with local businesses who offer discounts on car maintenance and local gym memberships.

Subsidised lunch: in dining hall

Electric vehicle salary sacrifice scheme: with Octopus

Cycle to work scheme: Cycle scheme is an employee benefit that saves you 26-40% on a bike and accessories. You pay nothing upfront and the payments are taken tax efficiently from your salary.





Teacher of English

How to apply

To apply for the position of Teacher of English, please complete and return an application form and write a covering letter for the attention of the Head, Dr Lorraine Earps and send to: recruitment@grange.org.uk.

Applications can also be returned to us by post, to: The Grange School, Bradburns Lane, Hartford, Cheshire CW8 1LU.

The closing date for applications is Monday 23rd June 2025. Interviews will take place on Friday 27th June 2025.

The Grange 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 a DBS check.

This post is exempt from the Rehabilitation of Offenders Act 1974.



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Bradburns Lane, Hartford
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