SIR THOMAS BOTELER
CHURCH OF ENGLAND HIGH SCHOOL
THROUGH GOD, WE CARE

EXPERT READER AND LEARNING RESOURCE MANAGER

CANDIDATE PACK



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SIR THOMAS BOTELER CHURCH OF ENGLAND HIGH SCHOOL
THROUGH GOD, WE CARE

HIGH EXPECTATIONS
HIGH ASPIRATIONS
HIGH STANDARDS
YOU WILL SUCCEED

PROUD TO BE PART OF TCAT

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WELCOME FROM THE HEADTEACHER

Dear Applicant,

Thank you for taking the time to apply for the Expert Reader and Learning Resource Manager vacancy.

High Expectations, High Aspirations and High Standards are what we firmly believe in and it is 'Through God, We Care' about each and every individual young person, to ensure that they will succeed. As a school, we are on an exciting journey where we provide colleagues with many opportunities to develop and grow. We are 'The Boteler Family' and in joining our school you will be working with a team of committed, dedicated professionals who live our vision and values in everything they do.

We are looking for a Teacher who is passionate about improving the life chances of the young people in our community and who will go above and beyond to ensure that our students get the best possible education. Hope, Compassion and Endurance are the three Christian Values which are at the centre of everything we do. We are looking for someone who will contribute to our high standards and outcomes with these core values as the foundations of policy and practice.

The students will always come first and they are the 'heartbeat' of our school. We pride ourselves on excellent relationships and we foster these to always ensure our students achieve.

Our ideal candidate will be an inspirational Teacher who has real impact and is committed to changing lives on a daily basis. They will be fully committed to our ethos, vision and values and be a proactive member of 'The Boteler Family' having a love of learning and that determination to see students flourish.

We were graded 'Good' by Ofsted in 2021. Click here to read the report.

If you share our commitment to educational excellence and improving the outcomes and life chances for our young people and you want to be an integral part of our success, then I look forward to hearing from you.

Yours faithfully

Beverley Scott-Herron
Headteacher



SIR THOMAS BOTELER CHURCH OF ENGLAND HIGH SCHOOL

Sir Thomas Boteler Church of England High School was founded in 1526 and became a Voluntary Aided Church of England High School in 2002. We are part of the Diocese of Liverpool and Chester and have a Christian Ethos founded upon Anglican beliefs and practices.

We are a founder member of The Challenge Academy Trust (TCAT) and converted in June 2017. TCAT is made up of 6 Primary Academies, 7 Secondary Academies and one 6th Form Academy/College.

- Appleton Thorn Primary School
- Beamont Collegiate Academy
- Bridgewater High School
- Broomfields Junior School
- Dallam Community Primary School
- Great Sankey Primary School
- Meadowside Community Primary School
- Padgate Academy
- Penketh High School
- Penketh South Primary School
- Priestley College
- Sir Thomas Boteler Church of England High School
- South Wirral High School
- The Sutton Academy

TCAT continues to go from strength to strength and there are a vast range of opportunities for staff from the separate academies to get involved in CPD and or leadership opportunities and development.

We have many strengths as a school and the most important one for us is the relationship with have within the school community and those with our families. We also are extremely strong in Performance Arts and especially Music. We are recognised nationally for our World Music programme and we are skilled in spotting and nurturing talent. We are a "Good Church School with Outstanding Leadership and Management" (OFSTED 2021 and SIAMS 2017) and our ethos, vision and values are extremely powerful. We lead with a strong moral purpose and the students are at the very centre of all our decision making. Our positive relationships are always visible and we have Highest Expectations, High Aspirations and High Standards in everything we do.

We place our young people at the heart of everything we do, investing in them so they feel confident, encouraged and motivated to excel. Success looks different for every individual, we harness, and we celebrate this at every opportunity

Our ethos underpins every aspect of school life; we seek to provide each student with the opportunity to attain their full potential and provide them with an essential toolkit of skills and qualifications to achieve their goals, fulfill their aspirations and succeed on their chosen pathway.

We are a vibrant school community who want all our young people to succeed at the highest level.

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HIGH EXPECTATIONS
HIGH ASPIRATIONS
HIGH STANDARDS
YOU WILL SUCCEED

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"THROUGH GOD, WE CARE"

WE CARE ABOUT THE 4CS

- **CHRIST** we live by our Christian values of Hope Compassion and Endurance
- **CREATION** we encourage everyone to respect and become stewards of God's creation
- **COMMUNITY** we respect all members of the school and wider community and celebrate our differences. We strive to serve the needs of others
- **CHILD** we show that every child is loved by God and valued by all. We strive to meet their social, spiritual, educational and physical needs

As Headteacher I live by these words of scripture "I am the good shepherd, the good shepherd lays down his life for his sheep" John 10:11. There is nothing I will not do for 'The Boteler Family' to secure its happiness and success. We have a very strong moral purpose and pride ourselves on our three Christian values of Hope, Compassion and Endurance. We will always stand firm in our beliefs and remain resilient, always being positive and focusing on solutions.



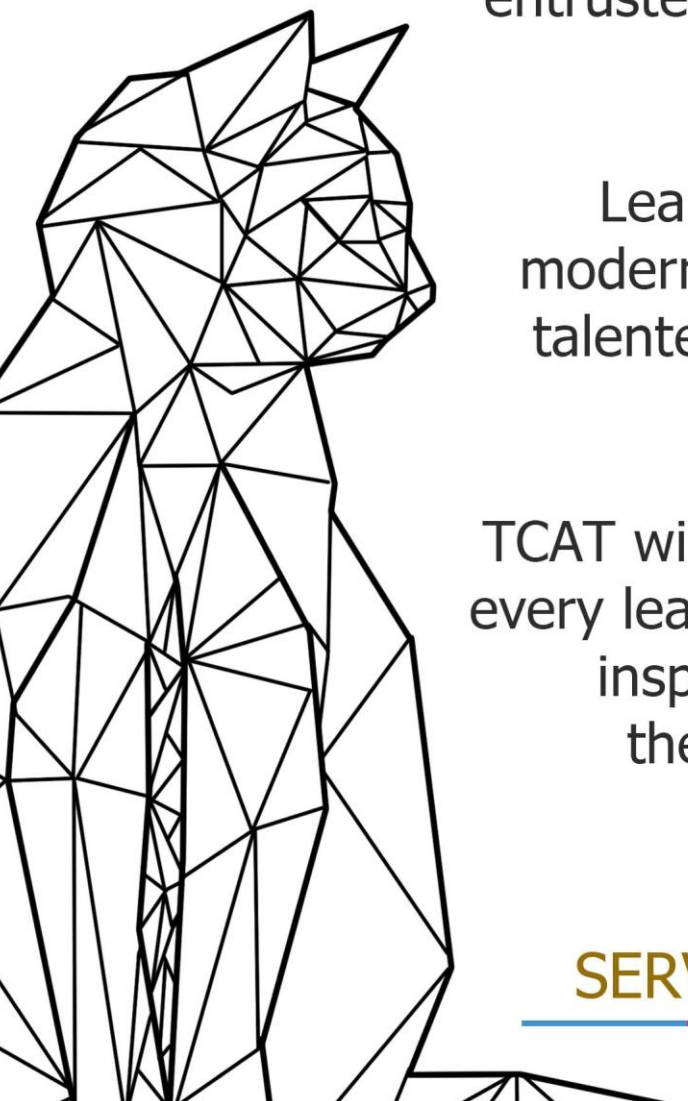
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PART OF THE

TCAT
THE CHALLENGE ACADEMY TRUST



OUR VISION



TCAT will provide exciting and inclusive opportunities for every single learner entrusted into our care, from early years through to adulthood.

Learners will receive an outstanding modern education, from motivated and talented staff, supported by innovative and collaborative partnerships.

TCAT will provide an environment where every learner is nurtured, challenged and inspired to achieve the very best for themselves and their communities.

WWW.TCAT.UK.COM

SERVE | CHALLENGE | EMPOWER

JOB DESCRIPTION

POST: **Expert Reader and Learning Resource Manager**

SALARY RANGE: **Grade 7 points 23-27 £35,570-£39,481 (FTE)**
Term-time only + five INSET days £30,594-£33,958

RESPONSIBLE TO: **Literacy Lead**

PURPOSE:

The core purpose of the role is to raise the academic and social achievement and progress for students who are weaker readers. The role will require the identification of weaker readers across the school and to provide intervention to individual children and small groups. This additional support will result in students becoming more confident readers who are better equipped at articulating and expressing their thoughts and ideas. The role will also require the sharing of classroom strategies with teachers and support staff to support students in the classroom with their reading across the wider curriculum. This will mean our students who are weaker readers are able to engage with, enjoy and be successful in the rest of the curriculum available to them. The role will also require managing the day-to-day operations of the Learning Resource Centre, including lunchtime supervision, resource management, and curriculum support. This will maintain the already strong profile of the library to support a love of reading for pleasure and utilise resources and technologies to support students in their reading and wider learning.

GENERAL RESPONSIBILITIES:

- Promote the values and aims of the school
- Follow all relevant school policies
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies
- Create and maintain effective partnerships with parents and carers
- Treat students, parents and colleagues fairly, equitably and with dignity and respect.
- To comply with the school's Health & Safety policy and statutory requirements

SPECIFIC RESPONSIBILITIES - READING

- To baseline students on entry using Sparx Reader so all students have a chronological reading age accessible by all teaching and support staff.
- To maintain up to date records of chronological reading age, including twice annual testing of KS3 and Year 10 so teachers and support staff know which students need additional support with their reading.
- To provide teaching and support staff with appropriate strategies to use in the classroom so weaker readers can access the full curriculum.

- Deliver effective programmes of evidenced based intervention, following baseline assessments, for those students who need extra help with their reading.
- To track and monitor the progress of the individual students to measure the impact of their reading intervention.
- Developing and delivering an action plan for each child who needs particular support.
- Liaising with parents, external agencies and colleagues to support identified students.
- Supporting identified students to build their decoding skills, working with them until they are fluent readers.
- Using and adapting the resources available to precisely support the individual needs of students.
- Supporting the wider school focus on literacy through the support of the identified students.
- Regularly review own practice, set personal targets and take responsibilities for own personal development.
- Create and maintain an effective partnership with parents and carers to support and improve young people's achievement and personal development.

SPECIFIC RESPONSIBILITY – LEARNING RESOURCE CENTRE

- Responsible for managing the day-to-day operations of the Learning Resource Centre, including lunchtime supervision, resource management, and curriculum support.
- Promote reading, literacy, and information literacy skills among students and staff.
- Work with teachers and support staff to identify and acquire resources that support the curriculum and to develop and deliver library lessons.
- Encourage a love of reading and literacy, promoting reading for pleasure, and developing strategies to support student literacy development to increase academic attainment and culture capital.
- Working with teachers and curriculum leaders to identify and provide relevant resources to support teaching and learning across the curriculum.
- Managing the Library Resource budget, selecting and acquiring resources (books, materials, technology), cataloguing and organising materials, and maintaining a welcoming and functional learning space.
- Organising and managing events, author talks, and activities to promote reading and learning.
- Supervising the Library, students, and volunteers who assist with Learning Resource operations.

EVENTS TO ATTEND:

- Staff meetings
- TCAT Literacy and Reading events
- Open Evenings
- Transition Evenings
- Other school events and meetings as directed by the Headteacher

WORKING RELATIONSHIPS:

Internal – Students, Teaching and Support Staff, Governors
External – Parents/Carers, TCAT Staff, Other Agencies

The duties outlined in this job description are in addition to those covered by the latest Pay and Conditions Document. It may be modified by the Headteacher to include responsibilities commensurate with the salary and job title.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
TRAINING AND QUALIFICATIONS		
Five GCSE's Grade A-C (Grade 4+)	✓	
Minimum 2 year experience of working with children in an educational setting (within specified age range/subject area)	✓	
Willingness to participate in relevant training and development opportunities	✓	
FAITH STATUS		
Committed to implementing the school's Christian vision and values	✓	
Actively involved in the life and worship of a church, as recognised by churches Together in England		✓
EXPERTISE		
Ability to work effectively within a team environment, understanding classroom roles and responsibilities	✓	
Ability to build and maintain effective working relationships with all pupils and colleagues	✓	
Ability to promote a positive ethos and role model positive attributes	✓	
Ability to work with children at all levels regardless of specific individual need and identify learning styles as appropriate	✓	
Ability to adapt own approach in accordance with student needs	✓	
Excellent personal numeracy and literacy skills	✓	
Taught small groups 1-1	✓	
PERSONAL SKILLS AND ATTRIBUTES		
Excellent attendance	✓	
Excellent punctuality	✓	
Enthusiasm and passion for teaching young people	✓	
Empathy for and understanding of young people	✓	
Committed to inclusive education	✓	
Willingness to contribute to the wider life of the school	✓	
Excellent communication skills	✓	
Excellent interpersonal skills	✓	
Has integrity	✓	
Is reliable	✓	
Able to reflect on and improve own practice	✓	

Has resilience in all circumstances	✓	
Has a sense of humour	✓	

APPLICATION PROCESS

Please visit our school website vacancy page to apply online www.boteler.org.uk/vacancies

If you have any questions regarding the vacancy, please contact:

Miss Jenny Muckley
HR Manager/Headteacher's PA
Sir Thomas Boteler Church of England High School
Grammar School Road
Warrington
Cheshire
WA4 1JL

Telephone: 01925 636414
Email: jmuckley@boteler.org.uk

WWW.BOTELER.ORG.UK/VACANCIES

'ALL SCHOOLS SHOULD BE LIKE BOTELER.

I HAVE WITNESSED/EXPERIENCED WHAT IT TRULY MEANS TO ENABLE ALL STUDENTS TO ACHIEVE SUCCESS; TO MAKE REAL, GENUINE CHANGE THAT STARTS WITH A COMMITMENT NOT TO LET ANY CHILD SLIP THROUGH THE NET.' - LIZZIE HAZELDINE, STUDENT TEACHER

SIR THOMAS BOTELER

CHURCH OF ENGLAND HIGH SCHOOL

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