



**HASTINGS**  
**HIGH SCHOOL**

An 11-16 Academy

# **TEACHER OF ENGLISH (PT)**

**STARTING AUTUMN 2019**





# **HASTINGS HIGH SCHOOL**

## *Care and Excellence for All*

June 2019

### **TEACHER OF ENGLISH (PART TIME 2 DAYS)**

Thank you for your interest in this post. This is a permanent, part time (2 days per week), contract which begins in August 2019.

The school was judged Good with Outstanding features at our recent Ofsted inspection, but we are not resting on our laurels. We are committed to further improvement to ensure that we provide "Care and Excellence for All" and expect to be outstanding at our next inspection.

We achieved record GCSE results last year with an overall progress 8 score of 0.34 and a very strong progress 8 for English of +0.35. Our predictions for the current Year 11 suggest that we will achieve even better results this year. These continuing improvements are down to our focus on the basics; an orderly climate for learning, engaging teaching and highly effective intervention systems.

We have a comprehensive induction programme for new staff to help you settle in and provide very high levels of support. We are a school which strives to bring out the best in our staff by investing heavily in staff development and wellbeing.

I have included some information about the school with this letter and also the requirements of the post. If you would like to apply, please include a short letter of application (no more than 2 sides of A4 in font size 11) to support your completed application form. Send your completed application to Anna Murphy (HR) [am10@hastings.leics.sch.uk](mailto:am10@hastings.leics.sch.uk).

The closing date is 9am on Monday 17 June. Shortlisting and interviews will take place during the following 2 weeks. If you do not hear from us by 28 June please assume that you have been unsuccessful on this occasion.

Should you require any further information about Hastings please visit our website at [www.hastings.school](http://www.hastings.school) or contact our HR administrator, Mrs Anna Murphy, who will endeavour to answer your questions. We are also always happy to show prospective candidates around if you would find that helpful. We are proud of our school and enjoy showing it off!

The school takes its safeguarding and child protection responsibilities very seriously and the post will be subject to agreeing to our ICT staff user policy, two supportive written references and an enhanced DBS clearance.

I very much hope you will apply and look forward to receiving your application.

Yours sincerely,

Nick Goforth  
Headteacher



# HASTINGS HIGH SCHOOL

## *Care and Excellence for All*

### AN INTRODUCTION

Hastings High School opened in 1956 and is an oversubscribed, very high achieving community school within Burbage. We have recently expanded to become an 11-16 school and our first ever year 11 took their exams in 2017.

- Our pupils achieve exceptionally strong results at GCSE level, amongst the best in the county. *"The proportions of pupils who achieved both a standard pass and a strong pass in English and mathematics was considerably higher than the national average in 2017"* (Ofsted, 2017).
- We are a small, friendly school with a caring atmosphere and we work hard to ensure that every child feels valued and respected. *"Pupils are very well cared for and individuals' needs are well met."* (Ofsted, 2017).
- The behaviour of our pupils is exceptional. *"The behaviour of pupils is outstanding. Their conduct is excellent, both in lessons and around school. Pupils are polite and welcoming to visitors"* (Ofsted, 2017).
- We have a broad and varied curriculum which includes *"an extensive extra-curricular programme which ensures that pupils' experiences are rich and varied."* (Ofsted 2017).
- Improving teaching and learning is central to our mission to be the best school we can possibly be.
- We invest considerable resources in high quality staff development and have strong school improvement links with a number of other local schools.
- Rigorous analysis of progress data and highly effective intervention systems lie at the heart of our mission to ensure that all pupils achieve their potential. *"Pupils' attainment is significantly higher than the national average in most subjects."* (Ofsted, 2017).
- We see ourselves as being at the centre of the local community and have strong links with other local schools. We also strive to maintain excellent relationships with the families of our pupils.
- Over 90% of the pupils from our 3 main feeder schools typically choose to come to us in Year 7 which facilitates the building of very strong links with Key Stage 2.
- We promote the traditional values of doing one's best, striving to succeed, the importance of good behaviour and manners and the need to show respect for others. *"...pupils are proud to be members of the school and all are keen to succeed."* (Ofsted, 2017).

Nick Goforth

Headteacher



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## ENGLISH DEPARTMENT

GCSE RESULTS 2016-17	
KS2 APS	29.8
Progress 8	+0.1
Level 4+	88%
Level 5+	70%
Level 7+	27%

GCSE RESULTS 2017-18	
KS2 APS	28.5
Progress 8	+0.35
Level 4+	85%
Level 5+	69%
Level 7+	25%



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## **THE ENGLISH DEPARTMENT**

The English Department is a well organised and mutually supportive team of 7 specialist staff. The department are forward-thinking, enthusiastic, committed and highly effective.

Pupils are taught in sets, based initially on Key Stage 2 results, with each group being taught for 7 x 1 hour lessons per fortnight in KS3 and 9 lessons per fortnight in KS4. Achievement and progress are regularly reviewed by the whole department to ensure individual pupils are placed in the correct group for their ability.

The aims of the Department are to ensure that our curriculum caters for all levels of achievement, to increase the confidence of individuals and to foster an enthusiasm for the subject. We pride ourselves on our pupils' exceptionally high standards, which enable us to build on the strong Key Stage 2 results.

The department is housed in 7 well-equipped classrooms, closely situated on one staircase. We have access to a well-developed resources area, a newly refurbished library, a computer media suite and other ICT facilities.

Transition is a key focus for all members of the department, as we aim to provide the best experience for every child, building on Key Stage 2 skills and preparing pupils for Key Stage 5 study. We have well-established links with local primary schools and post 16 provision. The department often hosts students from local universities in order to challenge and enrich both staff and pupils.

The department has strong links with the school's SEND team and selected pupils receive extensive help in terms of class support or withdrawal. We constantly strive to adapt our learning styles to accommodate all pupils and the person appointed will need to fully support this.

H Pettingill  
Head of Department



# HASTINGS HIGH SCHOOL

## PERSONNEL SPECIFICATION - TEACHER OF ENGLISH

Criteria	Essential	Desirable	Evidence
<b>Qualifications &amp; Professional Development</b>	Qualified Teacher Status.	ICT qualification	Application Form
<b>Application</b>	Well-constructed and well-written application, addressing the specific requirements of this post.		Letter
<b>Teaching and Learning</b>	Evidence of consistently good/excellent classroom teaching.  Knowledge of the relevant National Curriculum requirements.  Teaching experience at KS4.	Active participation in curriculum development in current post or placement.  Evidence of successful pastoral involvement.	Letter / References.  Teaching Task at Interview
<b>Professional skills</b>	Well organised.  Proven ability to develop good relationships with colleagues, pupils & parents.  Evidence of commitment to our main aim of providing "Care and Excellence for All".	Use of ICT for own administration and record keeping.	Letter / Interview / References
<b>Professional Development</b>	Commitment to continuing professional development.	Awareness of Leicestershire and national educational initiatives / issues.	Letter / Interview / References
<b>Personal Qualities</b>	Good attendance and punctuality record.  Ability to work to deadlines.  Ability to self-motivate and accurately evaluate own performance.  Evidence of a sense of humour, enthusiasm and commitment.		References / Interview
<b>Safeguarding</b>	Evidence of knowledge of current child protection procedures.  Commitment to sign and adhere to our staff ICT user policy  Commitment to promoting the welfare of our pupils		Interview
<b>Extra-curricular activities</b>	Understanding the importance of the extra-curricular dimension of our school.  Willingness to contribute to our enrichment programme, including activities week	Experience of participating in pupil residentials	Letter / Interview



# HASTINGS HIGH SCHOOL

## JOB DESCRIPTION - TEACHER OF ENGLISH

### JOB TITLE

Subject Teacher

### JOB SUMMARY

To exercise responsibility for the teaching, care, control and guidance of pupils in their lessons in accordance with national legislation and school policy and practice.

### OBJECTIVES

- To raise continuously standards of pupil achievement in your classes
- To foster enjoyment and satisfaction in the participation of learning by pupils
- To deliver well prepared lessons that meet the needs of the class and national curriculum content

### PRINCIPAL RESPONSIBILITY AREAS

#### A. Teaching

- To use and implement subject/department curriculum policies and in co-operation with colleagues, work toward the achievement of the school's goals and targets within the subject area.
- To set and mark homework as per homework timetable and encourage the use of planners.
- To promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to you, expecting the highest possible standard for each pupil. This includes responsibility for pupils identified in the Code of Practice and implementation of the IEPs and responsibility for liaising with learning support staff to ensure the needs of all children with SEN are met within the SEN Code of Practice.
- To communicate and consult with the parents of pupils when appropriate and to communicate and co-operate with persons or bodies outside the school when appropriate, taking account of any departmental or school policy.
- To participate in meetings as determined in the school and departmental meeting cycles.
- To participate in the arrangements made for professional development, review and appraisal.
- To participate in staff training and development activities as required.
- To ensure that, whenever possible, appropriate work is set to cover absence. This should always be done when absence is known in advance.

#### B. Pupil achievement

- To develop appropriate learning experiences for each group using a variety of teaching styles (keeping abreast of current developments) and maintaining the level of discipline essential for learning to take place.
- To assess, record and report on the development, progress and attainment of those pupils for which you have a responsibility in accordance with any agreed departmental and school policies, providing or contributing to oral and written reports as required.
- To attend parents' evenings as required.
- To report on pupils' progress as required, in line with reporting procedures and time frames.

#### C. Individual needs

- To teach according to their educational needs, all the pupils assigned to you, including provision for pupils with
- Special Educational Needs ensuring that pupils' work is regularly monitored, marked and recorded, in accordance with department and school assessment policy.
- To maintain, record and mark books as required (including electronically).
- To advise the Head of Department on recommendations for changes of group/set as and when appropriate.
- To advise and co-operate with the Head of Department on the preparation and development of courses of Study, meeting N.C. requirements, teaching materials, teaching programmes, methods of teaching and assessment arrangements.
- To contribute to the drawing up of IEPs for pupils.

- To ensure that the school's Child Protection Policy is followed at all times and any safeguarding issues are immediately reported to the appropriate senior member of staff.

**D. Miscellaneous**

- To oversee the general tidiness and condition of furniture and fabric of, and equipment in, the teaching base, including where appropriate the display of pupils' work, thus creating an environment conducive to learning (reporting to the Premises Officer any issues of health and safety or damage requiring repairs).
- To carry out the duties placed on employees by the Health and Safety at Work Act 1974.
- To adhere to all policies relating to Health and Safety as determined by the Governors of the School.





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## LOCATION AND CONTACT DETAILS

St Catherine's Close  
Burbage  
Leicestershire  
LE10 2QE

**Telephone** 01455 239414

**Fax** 01455 631629

**Email** [hastings@hastings.leics.sch.uk](mailto:hastings@hastings.leics.sch.uk)

**Website** [www.hastings.school](http://www.hastings.school)



## Reception

