

Ramsey Grammar School

Excellence for all



Teacher of English Candidate Booklet



Ramsey Grammar School
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Message from the Headteacher



We are seeking a passionate, dynamic and forward-thinking Teacher of English to join our wonderful English team here at Ramsey Grammar School.

Ramsey Grammar is a great school with a proud history dating back to 1865, and is hailed as being the first comprehensive school in the British Isles. There is a strong sense of community in the school and in the town of Ramsey, which is reflected in the values and positive ethos shared by the school's students, staff and parents. Our staff members are extremely hard working and are committed to providing educational opportunities that help all students to excel. Ramsey Grammar School is a special place to work and we are dedicated to making a difference with all of our young people every day.

At Ramsey Grammar School we are committed to providing the very best education for our young people. We are looking, therefore, to recruit a Teacher of English who is innovative and proactive; someone who is constantly seeking ways to improve student outcomes and student experience. We are looking for an exceptional English teacher who develops and empowers others, drives the school forward and who will build strong relationships with students, staff and the community.

Should you decide to apply, your letter of application should be no longer than two sides of A4 and should address the following areas:

- Your educational philosophy
- Your strengths in teaching, learning and leadership, and how you have arrived at these conclusions
- How your experience has prepared you for this post
- An area of your practice that you would like to develop further.

You will also be required to complete the Isle of Man Department of Education, Sport and Culture online application.

We would be happy to accommodate video-call interviews for applications from international candidates currently residing outside of the Isle of Man and the UK.

Please state on your application whether this would be required.

Mrs S Findlater

Headteacher





Our School

Our school is a secondary comprehensive, with a Sixth Form attached, and is located in the heart of the sunny seaside town of Ramsey, serving the north of the Isle of Man. We are a large, diverse school with over 930 students on roll. Ramsey Grammar is a thriving and happy learning community where expectations and standards are exceptionally high. We are driven by our core values of respect, responsibility, fairness, community, kindness and trustworthiness. We have a deep-rooted commitment to enabling all of our students to achieve excellence regardless of starting point or ability.

We are dedicated to enabling the success of every student in the school and, for us, this means a high-quality learning experience in every classroom. We pride ourselves in being lifelong learners at Ramsey Grammar school, staff and students alike. Our school is a place where young people's talents and abilities are nurtured and where they can develop their passions and ambitions.

Our aim is to have all of our students leave the school as highly qualified, articulate, proud and confident young adults. We want them to leave with amazing memories, solid foundations and with aspirational goals for their future. We are committed to ensuring our students leave us with the skills, knowledge and understanding to be future-ready and have a positive impact on the world.

We are a proud school and know the importance of our work.

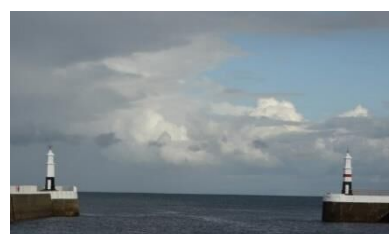
Our dedicated staff work tirelessly to support student success, excellent outcomes and positive progress for all while also nurturing our students to become well-rounded and respectful global citizens.

Our Location



We feel fortunate to be located in such a wonderful part of the world. The Isle of Man is blessed with an extensive coastline, stunning natural landscapes, and the cleanest beaches in Europe. With its dramatic scenery and picturesque coastlines, the island is beautiful year-round. The island is host to multiple National Heritage sites and is a world-renowned UNESCO Biosphere. You can explore the Island in original train carriages and tram cars from the 1870s, on the electric mountain railway and vintage steam trains. The Isle of Man is an island steeped in rich history, has the oldest continuous parliament in the world, and is proud to have been the first country in the world to allow women to vote in a national election.

Of course, motorsport enthusiasts are very well catered for by the TT and Manx Grand Prix but also by short circuit racing, rallying and stock cars, for example. We are also lucky to enjoy locally sourced and produced fine foods ranging from our delicious Manx queenies to the famous Manx kippers! The island offers the potential for an amazing lifestyle for adults and children alike. Here you will discover beautiful rolling hills, rugged coastlines, fabulous beaches, plantations, and an array of woodland walks to explore. Outdoor adventures abound including walking, cycling, fishing, golf, kayak and paddle boarding, coasteering and also competitive field sports. The Isle of Man truly offers the chance to find a perfect work-life balance and, although relaxed by nature, you will find that the Isle of Man can also get the pulse racing!



Our Facilities



The two main parts of the school, East, built-in 1931, and West, built-in 1940, are some 200 metres apart with an adjoining pathway. The buildings have been well maintained and a programme of upgrading classrooms and corridors has produced a high-quality learning environment. We have a purpose-built student support unit as well as an on-site Design & Technology, Gymnasium, a vast open-plan Art studio and dark room, Drama studios, purpose built Agricultural Science classrooms, and a state-of-the-art teaching piggery, the Hector Duff Sixth Form Centre including 122 seat tiered Lecture Theatre, textiles suite, music practise rooms, modern Sports Hall, PE classrooms, Aerobic Suite, magnificent Science Block, two canteens and dining halls, running track, Weights room, an all-weather floodlit 'Astroturf' pitch, as well as several multi-purpose pitches for sports and athletics that wrap around the school grounds with views of the surrounding hills of Barrule, Claghbane and Glen Auldyn.

School Farm

We are immensely proud of the RGS School Farm that we have on-site. There are two dedicated Agricultural Science labs, a sheep shed with our school flock, purpose-built piggery, polytunnel, greenhouse with hydroponics and vegetable plots, and a poultry pen. In 2011 RGS was awarded Farm Assured Status and meat from our farm is sold to the public solely by a local butcher and is also offered to students in the canteen. We are proud to have received nominations for multiple awards as well as winning many awards from the School Farms Network Education Alliance over the years, which have included – 2017 Best School Farm – Secondary School (Winner), 2017 Best School Farm Leadership (Finalist), and 2018 Best Use of School Farm in the Curriculum (Finalist), and 2021 Farm Leader (Winner). Staff and students are encouraged to visit the Farm to see the animals year-round, but especially during the arrival of piglets, chicks, and the lambing season.



Creative Arts Areas

We have two black box theatres in our Drama Department kitted with high tech lighting and sound that is currently being further modernised with community funding that has been awarded to the school by the Coop Community Fund. These spaces allow us to really immerse the students in the world of theatre and performance when they are in their drama lessons. We have an impressive triple art studio space in the school with an adjoining darkroom. The space is really quite a special place in the school and truly encourages creativity and artistic freedom. This is seen in the spectacular artwork produced by our young people. The Music Department provides several opportunities for performance including two Carol Services, concerts and productions throughout the school year. RGS ensembles have taken part in the Manx Music Festival. The Creative Arts Department also puts on regular productions, which allow students to participate in a number of ways. Instrumental instruction in strings, brass, woodwind, percussion, both electronic and acoustic guitars and voice is available from the Department of Education Sport and Culture's team of visiting (peripatetic) teachers.

Design and Technology Space

We have two well-equipped Product Design rooms, two Food Technology kitchens and a large Textiles studio in our Design Technology area. Students enjoy a range of exciting practical activities at Key Stage 3 in these areas and are able to take them up at Key Stage 4 and Key Stage 5 if they wish also.

Sporting Facilities

The school grounds are extensive and house a full side running track, two tennis courts, two rugby pitches, a dance studio and three football pitches: grass, indoor and Astroturf. We have two exercise gym suites on site that are used both for lessons as well as extracurricular clubs. Our indoor multi-purpose gym is large and well equipped, and we also have a small indoor traditional multi-purpose gym that is well-maintained. Both staff and students alike enjoy getting involved with sports at Ramsey Grammar School and our teams have had and continue to have many successes in the island-wide competitions.

Lecture Theatre

We have a beautiful university-style tiered lecture theatre in our Sixth Form area. This is used for large class teaching, events and celebrations alike.





English at RGS

English Curriculum

Students in KS3 and KS4 have four to five lessons of English for 50 minutes per week, whilst KS5 students have six lessons in two blocks of three. The English Department has a KS3 and a KS4 Coordinator who oversee the relevant curriculum implementation and development. Our English students are taught in mixed-ability groups across all age ranges. The creativity and areas of interest our department focus on are an important part of our curriculum development and the successful candidate will work enthusiastically with the team in reviewing, planning and developing units of our curriculum.

Key Stage Three

Years 7, 8 and 9 follow the Isle of Man agreed syllabus in a creative, project focussed curriculum. The schemes of work have been written by the English staff at Ramsey Grammar School. We study a range of literary texts and non-fiction texts with topic areas such as 'The Natural World' and 'The Gothic'. Students' skills are practised aiming towards the IGCSE Cambridge course in KS4. Progress is measured against KS2 levels and regular assessments of learning and progress take place in line with the school's Assessment Policy.

Key Stage Four

Currently, KS4 students work with the Cambridge syllabus. Students take IGCSE First Language English (0500) and English Literature (0475) over a two-year course. The Department also offers GCSE Media Studies through the WJEC exam board.

AS/A2

The English Department currently offers A Level English Literature through the Edexcel Exam Board. Students study a wide range of texts to develop their practical criticism skills.

Job Description

Salary: Main scale

Contract type: Permanent

Reporting to: Head of English

Employment Duties

This job is to be performed in accordance with Isle of Man Department of Education and Children's Terms and Conditions of Service for Teachers' document (2014), together with Appendices of the Isle of Man Department of Education and Children's Teaching Standards. The range of duties is clearly stated in the documents relevant to the post holder's title and salary grade.

Job descriptions are subject to annual review and specific responsibilities will change to take account of the Strategic Action Plan and the professional development of staff. All teachers promote the school ethos and contribute to continuous school improvement.

Relationships

The post holder is accountable to the Head of English who will delegate some responsibilities via the school's line management structure.

Accountabilities of the Post

To fulfil the role of the class teacher, working alongside other colleagues from the school, displaying high expectations of the academic work and behaviour of students, and in compliance with the policies of the school and the Department of Education, Sport and Culture.

General Responsibilities

- **Personally demonstrate and achieve high standards of teaching of the subject, sustaining and raising standards of student achievement, behaviour and motivation. This will include the use of the school's rewards and disciplinary systems.**
- **Employ a range of techniques and resources including ICT.**
- **Lessons should be appropriately prepared with respect to the age and ability range of each class taught.**
- **Use formative assessment to ensure classes taught make maximum progress.**
- **Be responsible for the appropriate use of school resources and for maintaining effective displays in their teaching areas.**
- **Participate in the Pastoral aspect of the school by being a Form Tutor. (Tutors should be with their group at the start of each registration session and be available, as necessary, for individual consultation or guidance).**
- **As a Form Tutor, teachers are expected to help create a positive and caring ethos and implement the PGE curriculum.**
- **Take responsibility for monitoring and supporting students' learning through individual action planning including SEN action plans, where necessary, as a Tutor.**
- **Be the first point of contact between the school and families, and maintain up to date knowledge of each individual in the Tutor group.**
- **Manage teaching areas and equipment to create a positive learning environment that makes effective use of available resources.**


Equal Opportunities

Ramsey Grammar School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.


Other Post Duties and Responsibilities:

Under the direction of the Head of English, the Teacher of English will:


Teaching

- 
- Plan and teach lessons to the classes they are assigned within the context of the school's plans, curriculum and schemes of work.
 - Assess, monitor, record and report on the learning needs, progress and achievements of assigned students.
 - Participate in arrangements for preparing students for external exams.
 - Participate in the Pastoral system of the school by being a Form Tutor.


Health, Safety and Discipline

- 
- Promote the safety and well-being of students.
 - Maintain good order and discipline among students.


Management of Staff and Resources

- 
- Direct and supervise support staff assigned and, where appropriate, other teachers.
 - Contribute to the recruitment, selection, appointment and professional development of other teachers.
 - Deploy resources delegated.

Professional Development

- 
- Participate in arrangements for the personal appraisal and review of performance and, where appropriate, that of other teachers and support staff.
 - Participate in arrangements for personal training and professional development and, where appropriate, that of other teachers and support staff, including induction.

Whole School Development

- 
- Contribute to the development, implementation and evaluation of the school's policies, practises and procedures in such a way as to support the school's values and vision.
 - Work with others on curriculum and/or students' development to secure co-ordinated outcomes.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Teacher of English will carry out. The post holder may be required to do other duties appropriate to the level of the role.

Personal Specification



Teacher of English	Essential / Desirable	Means of Assessment: <i>Application / CV / Interview / Assessment / Pre-employment checks</i>
Degree qualification.	E	CV / Pre
Subject teaching qualification.	E	CV / Pre
Evidence of further study/training.	E	CV / Int
Experience of teaching A-Level English.	D	CV/ Int
Experience of being a form tutor.	D	CV/ Int
Experience		
Significant experience of successfully teaching students across the age and ability range.	E	CV / Int
Experience of successfully using teaching and learning strategies that enable students to achieve in relation to their capabilities and their earlier attainment.	E	CV / Int
Knowledge and Skills		
Be an innovative and reflective practitioner.	E	CV / Int
Thorough and up-to-date knowledge of recent initiatives in the subject area.	E	CV / Int
Ability to vary teaching and learning styles.	E	CV / Int
Understanding of assessment, target setting and tracking student progress.	E	CV/ Int
Understanding of different teaching and learning styles to promote engagement and challenge.	E	CV/ Int
Up to date knowledge and understanding, based on experience, of how students learn and make progress.	E	CV / Int
Sound and efficient administration skills, including the ability to work under pressure and meet deadlines.	E	CV / Int
Ability to monitor and evaluate own success.	E	CV / Int
Set high professional standards by personal example.	E	CV / Int
Willingness to be held accountable through a rigorous performance management system and hold others to account to ensure consistency and high standards.	E	CV / Int
Understanding of Assessment for learning and target setting to raise student achievement.	E	CV/ Int
Other		

An unshakeable belief in the potential of all children to succeed.	E	CV / Int
Enthusiasm, energy and optimism.	E	CV / Int
The ability to work as part of a team.	E	CV / Int
An excellent communicator who will work effectively with all stakeholders.	E	CV / Int
Reliable.	E	CV / Int
Act in a professional manner.	E	CV / Int
Warmth and approachability.	E	CV / Int
Must be available to attend after school hours duties, such as compulsory parents' evening (where attendance is compulsory for all staff).	E	CV / Int
Please note that a satisfactory police check is essential for this position.	E	Pre

Communication

Teachers are expected to communicate effectively and professionally with students, all other school staff members, parents and carers.

Working with colleagues and other relevant professionals

Teachers are expected to collaborate effectively and professionally with colleagues and other relevant professionals within and beyond the school.

SAFEGUARDING

The Department of Education, Sport and Culture is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff are required to undertake training with regard to the safeguarding and welfare of children and young people and the Department commits to providing this training e.g. via induction, online, briefings at staff meetings inset days etc., as appropriate.

All staff have a responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact and to adhere to, and ensure compliance with, the Safeguarding Children Board Child Protection procedures and the school/service's Child Protection Policy at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children School/Service, they must report any concerns to the designated Safeguarding lead in their area or to the department's Child Protection and Safeguarding Officer.

The contents of this job description may be reviewed and updated as necessary to ensure that it remains accurate and complete. All changes will be made in discussion and with the agreement of the Head of Service or designated Officer.

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: January 2021

Next review date: July 2023

Line manager's signature:

Date:

Postholder's signature:

Date:

