December 2018

Dear Applicant,

Firstly a warm welcome to King’s School English Department.

I would like to take this opportunity to tell you a little more about our team. As a small department, we benefit from being able to work particularly closely together, collaborating to share resources, planning and workload, in addition to supporting each other in many other ways. Unlike in larger schools, where departments may be typically spread out, we have the advantage of teaching in one area of the school, which gives us our own identity. We are a friendly, creative and enthusiastic team, in which everyone’s opinions and ideas are equally valued. With only four teaching groups per year group (five in the current Year 7), all of our schemes of work are fully planned, with consideration given to the needs of higher and lower sets, meaning that no individual is left to plan on their own or fit around shared groups.

We are a well-organised team, demonstrated through our cheerful classroom areas and assessment structure; all deadlines are pre-calendared to allow for moderation time. We constantly welcome and implement new ideas and take the opinions of all into consideration.

Finally, we are sociable and enjoy meeting up outside of school for dinner or performances, in addition to benefiting from very positive working relationships with each other.

I hope to meet you at interview and look forward to sharing our department with you then.

Yours sincerely,

Mrs L Butcher

*Head of English*