



HABERDASHERS' ASKE'S  
**CRAYFORD**  
ACADEMY



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2019-20  
TEACHER OF ENGLISH  
RECRUITMENT  
PACKAGE

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## From the Principal

Dear Candidate

Thank you for your interest in the post of Teacher of English – Maternity Cover. This is an exciting opportunity for an enthusiastic, innovative, and highly committed qualified teacher to embark on a role at Crayford Academy. You will be part of an effective, supportive and driven English team teaching a popular subject. We are looking for an individual who understands that all children are entitled to be successful in this critical area of knowledge. Lessons must be well planned, teaching must be consistently good or better and marking and feedback must be of a very high quality.

Haberdashers' Aske's Crayford Academy is a cluster of 3 schools serving over 1600 children. Of these, approximately 1100 are in the secondary phase. We take pride in getting to know students and parents; working in partnership to get the best possible academic results for children and providing an education for character that is synonymous with the Haberdashers' ethos. We provide targeted support and a broad education to enable each and every one of our students to reach their full potential and to grow into well-rounded members of our community. We offer education across all key stages which has consistently been praised by Ofsted.

Facilities at the school are first class, from the building itself to the resources which support the delivery of a broad curriculum including an extremely popular and well-maintained Learning Resource Centre. Our playing fields, gymnasium, drama theatre and ICT facilities all contribute to ensuring we deliver an education for character, a feature of all Haberdashers' schools that is part of our DNA.

Haberdashers' Aske's Crayford Academy is 30 minutes from London Bridge by train and the school's proximity to the capital is a strong factor in enabling teachers to enhance the cultural experience for our pupils through enrichment activities.

The Federation currently comprises 4 secondary schools and 5 primary schools, which totals over 5,000 students and 600 staff. The scale of expertise and leadership across our Federation gives us enormous capacity. It is this capacity that has resulted in the success of the Federation, and it is this capacity that allows us to mount new ventures and allows our staff to take on new opportunities and rapid development trajectories. We believe that our school and our Federation is a uniquely exciting place to be.

Yours sincerely,

Mr R Farrow  
Executive Principal



## About the Federation

### A message from the Chief Executive

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A very warm welcome to Haberdashers' Aske's Federation. We are a multi-academy trust of four secondary schools and five primary schools organised in four clusters:

- Borough Cluster – Borough Academy
- Crayford Cluster – Crayford Academy, Crayford Temple Grove and Slade Green Temple Grove
- Hatcham Cluster – Hatcham College, Hatcham Temple Grove and Hatcham Temple Grove Free School
- Knights Academy – Knights Academy and Knights Temple Grove

Our schools are in the London Boroughs of Bexley, Lewisham and Southwark and educate over 5,000 children and young people in central and south east London. All our schools have a single vision and ethos and are committed to valuing tradition, as well as progress, and promoting excellence in every area of school life, and to ensuring every student in our care fulfils their potential. We have a strong ethos based on mutual respect and responsible behaviour.

Our sponsors, the Worshipful Company of Haberdashers and the Temple Grove Schools Trust, take a keen interest in the welfare and progress of our students and are extremely generous with their support and expertise.

### Being part of a Multi Academy Trust

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Our Federation brings together primary and secondary schools in an innovative and ambitious way. United by a single Trust Board, Chief Executive, Finance Director and Director of Operations, our four school clusters are autonomous with their own Principals and Head Teachers and senior leadership teams.

At the same time, links develop at every level and in every area of school life. There are excellent opportunities for sharing resources, learning from each other and student and teacher exchange. The Federation is at the cutting edge of national educational initiatives, committed to research and development and to adopting creative solutions that will benefit all students.

All our students are inspired to reach their full potential, no matter their ability or background; aspirations and achievements are constantly raised; the improvement of standards reflects the needs of the local and wider communities, through the highest quality academic, personal and vocational teaching and guidance. We build on the strengths and experiences of our schools so that our students become independent learners, fully equipped for the opportunities, challenges and responsibilities of adult life in the 21<sup>st</sup> century and well prepared to be the leaders, professionals and parents of tomorrow.

Mr Adrian Percival, CEO



## Our Vision

The Haberdashers' Aske's Federation is a multi-academy trust organized in four clusters, each at the heart of their community that share a vision for the education of children and young people. Our vision is built from our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect. We are forward-looking and value innovation within the context of our long tradition of providing excellent education. Based upon these values we aim to ensure all the children and young people who come to our schools:

- are happy and safe at school and are able to learn successfully within a supportive environment.
- are able to achieve their full potential personally, academically and socially.
- develop and grow as independent, resourceful and resilient individuals.
- are equipped with the skills, qualifications and love of learning they will need to be successful in the world they will join as adults.

“We are forward-looking and value innovation within the context of our long tradition of providing excellent education.”

We will achieve these aims by providing a safe environment where all children and young people can succeed through:

- Provision of a curriculum that is stretching, relevant and provides each student with the opportunity to excel.
- High expectations of every member of our community.
- Excellent teaching, leading to the highest standards of academic excellence.
- The best standards of behaviour based upon our values of mutual respect, self-discipline and self-confidence.
- A respect for tradition that embraces innovation and challenge.



## Role Description

### Teacher of English

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The English department is a key curriculum area within the Academy. We are determined that our pupils are taught by individuals who are committed to their academic progress and ensure none fall behind. Our new system of assessment is focused on age-related expectations and a seamless transition between key stages and an increasingly demanding curriculum.

We offer English across all secondary key stages in addition to our primary provision. We are looking for an individual who understands that all children are entitled to be successful in this critical area of knowledge, one who will be relentless in ensuring all children are literate and will take advantage of the resources the academy offers to instill in pupils a love of reading and literature. Lessons must be well planned, teaching must be consistently good or better and marking and feedback must be of a very high quality.

We are seeking a strong, well-qualified practitioner with a degree and a teaching qualification who is keen to develop their own practice to the highest level and take advantage of our excellent professional learning. The candidate must be a compelling communicator with an ability to champion the subject to pupils with a fully comprehensive range of abilities. You will also bring real energy and dynamism to the role, alongside genuine enthusiasm and passion for your subject.

The successful candidate will collaborate in planning and delivering lessons designed for students across a range of age and abilities, this will include teaching students to achieve their best to make rapid progress. You will also promote a love of English across the full range of the school, supporting students to be lifelong learners, resilient and aspirational.

Experience of teaching GCSE is desired. NQT's are welcome to apply.



## Key Responsibilities

### Key responsibilities

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- To actively contribute to the teaching of English across all age and ability ranges
- To consistently plan and deliver good and outstanding lessons, ensuring that a variety of teaching resources are utilised
- To set homework appropriately and regularly
- To contribute to the development of innovative, challenging schemes of work
- To ensure that students' work is marked regularly and conscientiously, in accordance with the academy marking policy
- To set and mark internal examinations and tests as required
- To demonstrate good knowledge of a wide range of teaching methods and to implement these in the classroom
- To be fully committed to and actively contribute to the department enrichment activities programme
- To provide accurate information for parents as directed by the academy and to attend parents' evenings and other presentation meetings as directed
- To be fully committed to and actively contribute to the academy house and enrichment activities program
- To carry out the roles and responsibility of a tutor as directed by the pastoral team
- A willingness to be reflective about your own practice and develop leadership skills in your classroom and around the academy



## Key Responsibilities

### General Responsibilities

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- Promote the principle of equal opportunities in the school.
- Promote the single Federation ethos.
- Promote the school's commitment to the continued professional development of all staff.
- Undertake any duties as may reasonably be required by the Principal or CEO.
- Work within the school's framework with regard to Health and Safety.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children.
- Report any safeguarding concerns in accordance with the Federation's safeguarding policies.



## Person Specification

Criteria	Essen- tial	Desir- able	How identified and assessed*
Education/qualification and training			
Degree	x		AP,R
Teaching Qualification	x		AP,R,I
Experience/Knowledge/Skills			
Experience of teaching GCSE and A Level English		x	AP,I
Evidence of successful involvement in your curriculum area	x		AP,I, R
Ability to inspire, demonstrate and support the highest of expectations for all	x		AP,I, R
Ability to motivate and inspire others; both colleagues and students	x		AP,AS,I,R
Positive student behaviour management skills	x		AP,AS,I,R
Use of performance management data to track student progress and monitor achievement.	x		AP,I, R
Excellent communicator and interpersonal skills	x		API
Strategies for raising achievement	x		APi
Personal characteristics/other requirements			
Passionate about subject area	x		AP,I,R
An effective communicator	x		AP, AS,I, R
Leads by example with high professional standards	x		AP,I, R
Resilient, energetic and enthusiastic	x		AP,I,R
Student focused commitment	x		AP,I,R

\* AP: application, AS: assessment, I: interview, P: presentation; R: references





## Additional Recruitment Information

### Recruitment Schedule

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- Closing date: 13<sup>th</sup> December 2019, 12 noon
- Interview date: To be confirmed after review of applications

### Recruitment Process

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Once you have submitted your application, it will be assessed against the criteria in the person specification. If you attain high scores you will then be invited to attend an interview assessment.

This may include:

- Psychometric assessment
- Biographical and competency based interview
- Classroom observation
- Visit around the school
- Case study
- Presentation
- Software tests

### References

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Before you are invited to interview, the Academy will obtain references from your referees. In order to prevent a delay please ensure that the reference section of the application form is accurate and completed in full.

### Right to work in the UK

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Section 8 of the Asylum and Immigration Act 2006 makes it a criminal offence for an employer to take on a new employee whose immigration status prevents him/her from taking up employment. If you are invited to attend an interview you will be asked to produce original and up to date documentary evidence of your right to work in the UK.



## Additional Recruitment Information

### Data Protection

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Any data about you will be held securely with access restricted to those involved in dealing with your application in the selection process. By signing and submitting your application form you are giving consent to the processing of your data.

### Criminal Convictions

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All education establishments in the UK are exempted from the Rehabilitation of Offenders Act 1974. In practice this means that all applicants must inform on all spent and unspent convictions on their application form and when completing a Disclosure and Barring form. Failure to provide this information may result in dismissal. List 99 is also obtained on anyone who will be working or coming into contact with children; and must be received by the Academy before employment can commence.

### Equality and Diversity

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We recognise the benefits of a diverse workforce such as ideas and talent. We are committed to eradicating discrimination in the workplace; and becoming an employer of choice.

### Newly Qualified Teachers (NQTs)

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NQT's who have been qualified for less than 12 months are welcome to apply for our teaching vacancies.

### Special requirements

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If you require reasonable adjustments prior to your interview, these can be arranged by emailing [crayfordhr@haaf.org.uk](mailto:crayfordhr@haaf.org.uk) and where practical we will support your request.

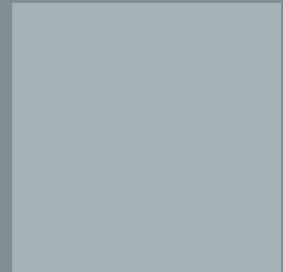
### Visiting the Academy

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If you are successfully shortlisted to attend an interview you will be given the opportunity to have a tour of the school.



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**CRAYFORD**  
ACADEMY



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