



Candidate's information pack Teacher of English

Date: March 2024

Headteacher's Welcome

Are you innovative, creative, forward thinking, and have a passion for working with the most vulnerable children in our society to ensure they get the education they deserve? This exciting and rewarding post is suitable for people committed to making a real difference. We are seeking to recruit an excellent secondary practitioner to join our school on a permanent basis. You will need to deliver a broad Mathematics curriculum to KS3 and one or more of these subjects at KS4.

St Thomas's Centre is a unique school: situated on two sites in the community, it caters for pupils aged 5-16 years old with special educational needs, social, emotional and mental health difficulties and young people with serious medical issues. Many of our pupils have struggled to thrive in a mainstream setting.

Teaching at St Thomas's is extremely rewarding. Each small class has additional adult support and modern technology. The Centre is a lively community, with a Forest School and Allotment on the Lower School site. As an example of an outstanding alternative provision, new colleagues will receive support from an extremely friendly and experienced team.

We wish to appoint an enthusiastic and flexible practitioner who is able to become a significant adult role model for our pupils. You must be a professional role model for other staff and able to advocate for, and lead on your subject area across the key stages.

St Thomas's Centre is committed to safeguarding and promoting the welfare of young people and expects all staff to share this commitment. Appointments will be subject to strong references and enhanced DBS checks.

We are an equal opportunities employer with a staff body who reflect the diversity and heritage of our community.

The successful candidate will:

- Be an excellent practitioner and subject specialist
- Have the knowledge and experience and ambition to teach some of the most vulnerable pupils in our area
- Have the subject knowledge and pedagogical skills to lead specialists and non-specialists in a cross-phase provision
- Be enthusiastic, resourceful and keen to ensure that the highest possible standards of pupil achievement, personal development and well-being are achieved

Should you wish to have an informal discussion regarding the post please contact me through Mrs Amanda Leaver, Business manager on 01254 958401.

To apply complete the attached application form together with your supporting letter (no more than two A4 sides)

Completed applications should then be returned to the school by 12:30 pm on the closing date

Closing date: 12:30 pm - 25th October 2024

Interview date: week beginning 28th October

For a start date: January 2025

Please apply to:

Mrs A Leaver, Business Manager
St Thomas's Centre
Lambeth Street
Blackburn
Lancashire
BB1 1NA
aleaver@stthomas.blackburn.sch.uk

Job Description – Teacher of English

Responsible to: Deputy Head

Salary: MPS + 1 SEN

Job summary

English teacher to be responsible for delivering high quality teaching with the aim of helping pupils develop a broad base of skills through practical, investigational and theoretical work.

Key Role/Purpose

- To lead and manage the subject area
- To be accountable for pupil progress and attainment levels within the subject area
- To ensure that strategies are in place to maximise levels of attainment in the subject area for all pupils
- To develop and enhance the practice of other members of staff in the subject area
- To actively promote St Thomas's Centre and liaise with outside agencies as necessary, representing the St Thomas's Centre as appropriate
- To maintain a presence around the school to ensure that the highest standards of behaviour and site usage are upheld
- To communicate and liaise with staff, pupils, parents, governors and members of the local community as appropriate
- To be active in issues of staff and pupil welfare and support

- To maintain a teaching timetable, modelling outstanding practice in terms of classroom teaching, preparation, marking and assessment
- To demonstrate a commitment to Equality of Opportunity for all members of the school's community
- Teach across all levels and abilities
- Develop, maintain and stimulate pupils' curiosity, interest and enjoyment in the subject area
- Develop pupils' familiarity, competence and confidence
- Provide challenge for every pupil and encourage all pupils to achieve their full potential in the subject area
- Willingness to invest extra time outside of a lesson to ensure pupils achieve the best standard in subject area across all Key Stages

Generic duties and responsibilities

Teaching and Learning

- Plan, prepare and deliver purposeful and productive lessons to assigned classes
- Be prepared to innovate and devise imaginatively varied ways of teaching their subject to inspire pupils
- Encourage pupils and show enthusiasm for their subject in the classroom
- Mark work according to departmental and School marking policies, giving appropriate feedback and maintaining records of pupil's progress in their subject
- Demonstrate an awareness of Assessment for Learning strategies and personalise the learning of all pupils, as appropriate
- Select and use a range of different learning resources and teaching styles, appropriate to subject and topic
- Participate in mutual lesson observations both within and beyond their department as a part of sharing best practice
- Use teaching strategies that allow for the full range of ability and learning styles in each class, particularly considering the learning needs of pupils with learning difficulties and disabilities
- Research new topic areas and maintain up-to-date subject knowledge
- Undertake report writing and the award of internal grades as required

Department

- Carry out any reasonable subject-related duties including tracking of pupil progress and entries for external qualifications

- Attend departmental evaluation and moderation meetings with the Deputy Headteacher
- Devising and writing of new subject materials where required and producing Curriculum Plans/ Schemes of Work
- Maintaining up to date information regarding their subject on the school's website

Pastoral

- Ensure that they are familiar with the school's health and safety guidance and be responsible of their own health and safety and that of their pupils
- If full-time, be prepared to undertake the pastoral role of a form tutor
- Manage pupil behaviour in the classroom, establish an orderly working environment and ensure the safety and good conduct of the pupils, following the guidance in the Behaviour Policy (and the Disciplinary Framework) and to enforce the pupils' Code of Conduct and Dress Code

Other Professional Duties

- Support and foster the aims of the school
- Make themselves familiar with the contents of the Staff Handbook, the School's aims and policies and endeavour to follow these closely
- Carry out such duties, including cover for absent colleagues and examination invigilation, as are allocated to them by their Line Manager, punctually and efficiently
- Attend staff meetings, Inset sessions
- Follow the absence management protocol if they are going to be absent from School and set rigorous, appropriate work
- Attend relevant in-service training each year
- Take part in the school's performance management scheme and appraisal

Safeguarding

The post holder will be required to;

- Submit an Enhanced Disclosure and Barring Check (DBS)
- Complete Child Protection Training
- Promote and safeguard the welfare of all children and young person's they are responsible for, or come into contact with

Person Specification – English Teacher

Training and Qualifications

	Essential/Desirable
Qualified Teacher Status	E
Degree at 2:2 or above in relevant subject	E
Evidence of Continuous Professional Development	E

Experience

	Essential/ Desirable
Experience of working as part of a curriculum team to design and develop resources to support learning	E
Experience of teaching in subject area	E
Proven record of developing schemes of work and of raising attainment	E
Evidence of successful teaching in the secondary sector	E
Experience of teaching in more than one school	D
Involvement in extracurricular activities	D

Professional Knowledge Understanding and skills

Applicants should be able to demonstrate good knowledge and understanding of the following areas:

	Essential/ Desirable
Knowledge of a range of pedagogic approaches to cater for different learning styles and ensure all pupils are engaged	E
Up-to-date subject knowledge	E
The principles of effective teaching and assessment	E
Strategic planning for school improvement	D
Current educational issues	E

Knowledge and use of ICT in schools	E
Improving outcomes with different pupil groups in our setting	E
Understanding of what constitutes effective teaching for learning	E
The capacity to form positive learning-centered relationships with young people from a diverse range of backgrounds	E
Strong organisational skills; prioritise, plan and organise themselves and others	E
Excellent classroom practitioner	E
Excellent communication skills, orally and written	E
Lead by example, showing integrity, resilience and courage	E
Manage conflict	E
Think creatively to anticipate and solve problems	E
Listen to and reflect on feedback	E
Develop effective teamwork	E

This post is exempt from the Rehabilitation of Offenders Act 1974. An enhanced Disclosure Barr Service. Disclosure will be requested for the successful candidate. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

You should note that in the course of your employment you might become aware of personal or other confidential information, some of which may fall within the scope of the GDPR. The Council and Governing Body expect that you will respect the confidentiality of all information, both during and subsequent to your period of employment with the school.

Please note that this list of duties 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 will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or other members of the Senior Leadership Team.

St Thomas's Centre 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.