

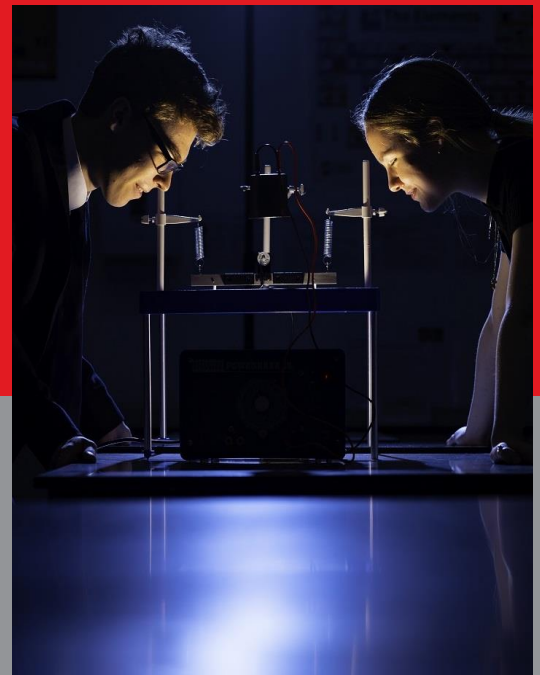


CHESHAM
GRAMMAR
SCHOOL

JOIN OUR TEAM

'Students are courteous and helpful to each other and to visitors. They are respectful of each other's views, beliefs and feelings. The school is a calm, orderly community and has a strong ethos for learning.'

Ofsted, 2014 (Outstanding)



Recruitment pack



ASSISTANT SUBJECT LEADER FOR ENGLISH

POSITION:	Assistant Subject Leader for English
TYPE:	Teaching
HOURS:	Full time
CONTRACT:	Teaching, permanent
GRADE:	MPS / UPS (fringe) plus TLR2b
START DATE:	January 2025

An exciting opportunity has arisen for an excellent colleague to join our thriving English Department in this outstanding school. We are seeking a passionate and innovative graduate teacher to teach English and lead in the day to day running of one Key Stage within the Department. The successful applicant will join a friendly, welcoming and supportive team, where teachers work together regularly sharing resources and good practice.

BENEFITS OF WORKING AT CHESHAM GRAMMAR SCHOOL:

- minimum 14% PPA for all staff (more for those with a TLR)
- all staff are given their own laptop
- longer holidays, as an academy
- commitment to development of teaching and learning
- opportunities to complete national qualifications (eg NPQs)
- priority admission for qualified children of staff
- subsidised gym membership
- cycle scheme
- free parking on site
- a commitment to protect, promote and enhance the wellbeing of staff through the Education Staff Wellbeing Charter
- long service award scheme for 10, 15 and 25 years' service
- an opportunity to work in an area of outstanding natural beauty 30 minutes from London

APPLICATIONS Completed applications should be emailed to: recruitment@redkiteschoolstrust.org

CLOSING DATE FOR APPLICATIONS: Monday 30 September 2024, 10am

INTERVIEWS: Thursday 3 October 2024

We reserve the right to interview and appoint on application, early applications are encouraged to avoid disappointment

Red Kite Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the same commitment.

Applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service



CHESHAM GRAMMAR SCHOOL

September 2024

Dear colleague

Thank you for your interest in Chesham Grammar School and in this role, Assistant Subject Leader for English. I hope this information will help you decide whether you wish to apply. CGS is a co-educational, selective school with over 1300 students, 400 of whom are in the Sixth Form. We have around 120 teaching and support staff who work hard to ensure our students enjoy the best possible educational experience. We admit 180 students into Year 7 each September, drawn from a wide geographical area. We also take around 50 students into Year 12 each year.

Our vision is for everyone at CGS to enjoy, achieve and belong and for our students to be exceptionally well prepared for life. Our core values of aspiration, kindness and respect guide everything we do. Ultimately, we want to do all we can to enable our students to be happy.

CGS was graded outstanding by Ofsted when it was last inspected. It is very much our mantra that outstanding doesn't mean perfect and we are constantly seeking ways to make CGS a truly exceptional place in which to study and to work. Our public examination results are excellent, testament to the dedication and commitment of both our staff and students. The vast majority of our students progress to university at the end of Year 13, including Oxford and Cambridge.

Our curriculum is broad and rich from Year 7 with all students studying traditional academic subjects. They also explore a range of disciplines within the creative arts and technology. At GCSE, students can choose from a wide range of subjects with still more on offer when they get to Year 12. But what goes on inside the classroom, day in, day out, is only part of the story. Beyond that, there is a real richness of experience as well as a genuine warmth and openness in the relationships between students and staff, all of which combine to make CGS a hugely rewarding place in which to work.

Our pastoral care is superb and vertical tutoring, organised around our strong House system, gives the school a very distinctive family 'feel' and enables every student in the school to be known well by their tutor. It also ensures that healthy competition is an integral part of school life. Students belong to one of four Houses and there are competitions throughout the year in sport, music, art, drama to name but a few.

CGS is forward thinking and innovative. We have a passionate belief in our bright and articulate young people, seeking to ensure they are exceptionally well prepared for life. Our approach to learning seeks to develop students who are resourceful, resilient and confident learners with the skills to learn effectively both independently and collaboratively. We are constantly seeking ways in which to develop their character and there are many opportunities for students to take a leadership role within the school or to participate in a wide range of extra-curricular activities. None of this would be possible, of course, without the dedication, commitment and boundless energy of our staff who are always willing to give up their time to provide outstanding opportunities both within and beyond the classroom.

At CGS we also want our staff to continuously develop. Much of our CPD is 'in-house'; we have a clear focus on the sharing of good practice within the school where there is already so much expertise. We encourage our staff to visit other schools and to bring back ideas which can be shared with colleagues. We work collaboratively with several local schools through our membership of both Challenge Partners and the Astra Teaching School Hub and SCITT.



Annmarie McNaney
Headteacher

This role is a superb opportunity. We are seeking an outstanding classroom practitioner who will inspire and motivate our students and staff. English is obviously one of the largest departments in the school and it is staffed by highly qualified, passionate and experienced teachers who work incredibly hard to get the best from and for our students. Results at both GCSE and A level are excellent and every year, we have students who go on to read English at university.

When making appointments, I am first and foremost seeking to recruit the kind of person who 'fits' our ethos. It is a privilege to work with the students at CGS; they are mature, committed and hard-working but they are also great fun to be with and, when you visit the school, you will see that there are very warm relationships between staff and students, based on mutual trust and respect. This helps to make CGS a hugely rewarding place to work. We want our students to have a superb experience both within and outside the classroom and to learn to build positive relationships with others during their time here so that when they leave, they are ready for life beyond school in social as well as in academic terms. Of course, we also want them to benefit from outstanding teaching and to be taught by passionate and committed subject specialists who will be willing to go that extra mile to give them the very best education possible.

I hope this letter gives you a feel for CGS and for this post. Our website is an excellent way to find out about all that goes on within the school so please do take a look: www.cheshamgrammar.org and feel free to get in touch if you would like to know more or would like to visit the school. If you wish to apply, please complete an application form. Additionally, please submit a letter of application. Your application and responses should then be emailed to recruitment@redkiteschoolstrust.org.

I look forward to hearing from you.

Yours sincerely,

A handwritten signature in black ink, reading 'A. McNaney' in a cursive style.

Annmarie McNaney
Headteacher

CGS FACTS

1947

School Founded

186

Teaching days per year

1324

Number of students

411

Number of sixth form students

54%

2024 A level A- A grades*

86%

2024 A level A- B grades*

51%

2024 GCSE 8-9 grades

75%

2024 GCSE 7-9 grades



Annual Celebration of Sport Award

17

RESIDENTIAL TRIPS

7

DIFFERENT COUNTRIES

34

Number of staff who have worked at Chesham Grammar School for over 10 years.





ASSISTANT SUBJECT LEADER FOR ENGLISH

RESPONSIBLE TO:	Subject Leader for English
GRADE:	MPS / UPS (fringe) plus TLR2b
HOURS:	Full time
CONTRACT TYPE:	Teaching, permanent
START DATE:	January 2025

OVERVIEW

Teachers at Chesham Grammar School are effective professionals who are thorough in their curricular knowledge and take responsibility for their professional development. The teacher's role is to promote the academic and personal development of all students.

KEY ELEMENT OF THE ROLE

- To support the Subject Leader in the professional leadership, management and development of English
- To work with the Subject Leader in ensuring there is a coherent, appropriately sequenced curriculum in place which reflects the whole-school curriculum intent
- To support the Subject Leader in securing high quality teaching, effective use of resources and high standards of learning and achievement for all students
- To take a lead in developing and enhancing the teaching practice of others
- To monitor and support student learning and progress in one Key Stage
- To promote positive values and attitudes
- To demonstrate professional values and practice

TEACHING AND LEARNING

- Support the Subject Leader in ensuring that lessons which incorporate an appropriate range and depth of subject knowledge are planned and taught within English
- Assist in leading the department in tailoring teaching and learning strategies for individual students accordingly
- Take a lead in ensuring that a variety of assessment, marking and feedback strategies are used within the English department to inform planning, develop learning and evaluate students' progress
- Assist the Subject Leader in ensuring the department provides constructive feedback to help students reflect upon and improve their work
- Ensure the highest possible standards of student behaviour
- Contribute to the department development plan

CPD

- To demonstrate an unwavering commitment to continuing professional development, taking part in both the whole-school staff development programme and a personal development programme
- Support the Subject Leader in ensuring early career and trainee teachers are monitored, supported and trained.

PASTORAL

- To be a form tutor to an assigned group of students, promoting their general progress and wellbeing and encouraging student participation in the extra-curricular activities programme

GENERAL SCHOOL RESPONSIBILITIES

- To demonstrate consistently high expectations of all students and a commitment to raising their achievement
- To promote the positive values, attitudes and behaviour expected from all students by treating them with respect and consideration
- To communicate promptly and sensitively with parents, carers and other relevant bodies where necessary
- To contribute towards, and value, the work of teams of staff dedicated to advancing student learning and welfare
- To be aware of, and work within, the statutory frameworks relating to teachers' responsibilities and comply with policies & procedures relating to child protection, health, safety, welfare, confidentiality and data protection
- To undertake any other duty as specified by the Headteacher not mentioned above

PERSON SPECIFICATION	Essential	Desirable
EDUCATION AND QUALIFICATIONS		
A good honours degree and qualified teacher status	✓	
Evidence of relevant CPD	✓	
EXPERIENCE		
A proven track record of impact as a teacher	✓	
A thorough knowledge and understanding of current developments in teaching, learning and the curriculum	✓	
Excellent wider subject knowledge	✓	
PERSONAL SKILLS AND QUALITIES		
A demonstrable passion for English with an ability to inspire students and staff	✓	
Excellent communication skills and the ability to foster positive relationships	✓	
The ability to think analytically and strategically	✓	
The ability to set high standards	✓	
A strong moral purpose and drive for continuous improvement	✓	
Ability to work under pressure	✓	
Excellent record of attendance and punctuality	✓	
A good sense of humour		✓



ABOUT

The English Department at Chesham Grammar School is dynamic, supportive and very successful, with outstanding teaching and learning and excellent examination results. The Assistant Subject Leader will join a team of 6 subject specialists who work together to ensure the best outcomes for students.

At Key Stage 3, our programmes of study are challenging and engaging, with comprehensive resources available on the department's shared area for teachers to adapt to suit the needs of their learners. At Key Stage 3, students experience the study of Shakespeare, a range of fiction and non-fiction texts, poetry and media. At Key Stage 4, all pupils follow the Edexcel 9-1 GCSE English Language and English Literature specifications. In 2024, 65% of students achieved grade 7-9 in English Language and 69% of students achieved grade 7-9 in English Literature. OCR A Level in English Literature is studied at KS5. There are 2 classes in both Year 12 and Year 13 and students achieve exceptional examination results, some of whom go on to study English or a related subject at university. In 2024, 31% of students achieved grade A*/A at A-level.

The use of ICT is an integral part of work in English with opportunities for students to use multi-media facilities to support learning. The department also offers a range of extra-curricular activities including theatre visits, a creative writing club, a digital student newspaper and a reading society.

HOW TO APPLY

To apply for this position, you will need to complete an application form, which can be downloaded from our website. Completed applications should be sent to Clare Harvell, HR Manager at recruitment@redkiteschoolstrust.org

SHORTLISTING

Subject to the number of applications, shortlisting may take place before the deadline for applications has passed. If you have not heard from us within three weeks of the closing date, you can assume that your application is not being progressed on this occasion.

INTERVIEW

Shortlisted candidates will be invited to interview. The Interview will consist of a panel interview (including a member of the senior team), lesson observation/administrative task and tour of the school. Some roles may have a student and staff panel interview and a written task. Selected candidates may be interviewed by the Headteacher or other members of the management team.

