



Deputy Director of English

1st September 2023 start date



Closing date: 5pm, Friday 30th June

We reserve the right to close this vacancy early if we receive sufficient applications for the role.



Reach Academy
Feltham's vision is that
every single pupil will
leave us with the skills,
attributes and academic
qualifications to go on to
enjoy lives of choice and
opportunity.

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**Tutor
Fellow**

**Assistant
Headteacher**

Claire Couves



"I get to work with a team of incredible teachers and leaders who are committed to achieving our shared vision. I am constantly inspired by my colleagues and supported to develop."

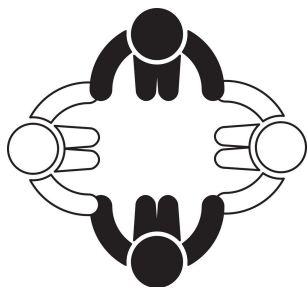
“The mission and ethos of Reach Academy permeates everything that we do.

There is a genuine can-do attitude amongst staff that makes Reach a fun place to work.

If you are passionate about making a difference, then Reach is the place for you.”



Juan Pedroza,
Volunteer at Reach (2012)
to Head of Phase 1 (2021)



We work as a **team** to ensure the best education for our children.



We strive to be better everyday. Weekly **coaching** is key to this.



We take care of each other. We welcome **flexible** work & families.



43%

of pupils are eligible for the
Pupil Premium Grant.

36%

of pupils are eligible for
Free School Meals.

52%

of pupils have English as
an Additional Language.

With only 60 pupils per year group our school is **SMALL**

We educate children from the age of 2-19 years

ALL-THROUGH

For all children we have unashamedly **HIGH**

EXPECTATIONS

We train teachers to be ⁶ the very best **THEY CAN BE**

JOB DESCRIPTION

Deputy Director of English

Reports to: Director of English

Start date: September 2023

Salary: Inner London Mainscale + TLR

Contract term: Permanent



The Role

This role is perfect for a teacher ready to make the transition to their first curriculum leadership role, or an existing second in charge of English seeking an exciting lateral challenge.

The successful candidate will share the school's vision and the belief that all young people can achieve at high levels.

This role involves teaching great lessons and leading the teaching of English across Key Stage 3, alongside wider whole-school literacy and reading foci.

You will be responsible for driving exceptional pupil outcomes in English, specifically for students in Phase 3. The role also has responsibility for overseeing literacy and reading across the whole school. Your purpose is to provide pupils with the skills, attitudes and academic qualifications to flourish in life beyond school.

Responsibilities

- Assist the Director of English to set vision and direction for English in the school, ensuring that there is clear and achievable progression through the phases;
- Assist the Director of English to design and oversee a curriculum that blends rigour with high levels of pupil engagement and effectively builds the skills and knowledge so that pupils are able to flourish at A-level and access University courses in a range of English– related course;
- Be responsible for the progress of pupils across the Secondary phases, overseeing assessment and monitoring progress, putting in place additional support where it is needed;
- Act as a critical friend and thought-partner to Primary colleagues in the design and delivery of the Literacy and English curriculum;
- Line manage, coach and develop English teachers, ensuring that they have the knowledge and skills to deliver highly effective lessons;
- Promote reading and attention to correct SPAG across all subjects and all areas of the school;
- Ensure that own teaching and learning is highly effective and act as a model of good practice;
- Support the Academy Leadership Team to set vision and direction for the Secondary phase in line with Academy vision. Align with and uphold the Academy vision, standards of behavior, discipline and exclusion policy;
- Deal effectively and sensitively with child protection issues.

Teaching Staff, Secondary - Main Responsibilities

In the classroom

- You actively create a strong classroom culture by building strong relationships with pupils, having an organised classroom environment and bringing a sense of joy to your work.
- You foster pupil collaboration and a high level of engagement in lessons.
- You use assessment information in the classroom to inform teaching, checking and intervening to address barriers to learning and misunderstanding and using feedback and self and peer assessment to ensure that pupils know where they are and what they need to do to progress.
- You set homework in line with the school policy.
- You plan backwards from the intended outcome at the medium term and lesson level, ensuring that the needs of all learners are met.
- You deliver lessons that offer clear instructions and modelling, opportunities for pupils to practice and strong consistent routines throughout.
- You carry out form tutor duties with care and diligence, carefully crafting a supportive, trusting and honest relationship with tutees and their families which drive progress towards the school vision and upholds high standards.

Around the classroom

- You support pupils, especially those who are vulnerable, to make excellent progress in line with the school vision.
- You set a clear path for pupil outcomes that fits with the school's vision and the pupils flight-plan that drives planning and curriculum design throughout the year.
- You use a range of assessment tools to know clearly where pupils are in their learning, what they need to do next and how to effectively support them, at the individual, group and class level.
- You constantly seek to develop professional understanding around all aspects of the role, including subject knowledge, understanding of child development, attachment and specific areas of AEN.
- You work closely with families to support them to effectively support their children, operating with sensitivity, empathy and high expectations.

Beyond the classroom

- You support learning beyond the classroom by organising trips and supporting extra-curricular activities wherever relevant.
- You will support pupils in all aspects of their conduct around the school by carrying out duties and other responsibilities.
- You work closely with colleagues, supporting their development and the progress of all pupils.
- You will formally report to parents on the progress of their child in line with the calendared contacts and at regular intervals informally.
- You will participate in school events such as the Summer Fair in order to support the wider school community.
- You will actively seek to promote the work of The Reach Children's Hub where it will benefit your pupils.
- You follow all school practices and protocols relating to Safeguarding and Child Protection.
- You act as a guardian to and steward of the building and the community, ensuring that resources are taken care of.
- You take responsibility for your own development, seeking opportunities to learn, grow and lead.
- You set goals that are driven by the school priorities and you regularly evaluate progress against your goals, seeking feedback and adjusting your course where necessary.

Person Specification

- QTS and a good honours degree (R);
- At least two years teaching experience at Secondary level (R);
- Values driven (R);
- Strong and evidenced teaching ability, focussed on excellent outcomes for all, especially the most vulnerable (D);
- Excellent communication, interpersonal & organisational skills (D);
- Excellent analytical numeracy and literacy (D);
- Proven ability to motivate others towards an aspirational goal (D).


We will invest in any necessary training for you.



R = Required
D = Desired

Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.





“My favourite thing about Reach Academy is the teachers. They are all so dedicated and supportive and you can really feel it around the school.”

Keira



Safer recruitment

Reach Academy is committed to safeguarding and promoting the welfare of children and young people.

In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

Disclosure This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

Interview Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

Reference checking References from the previous and current employers will be taken up for shortlisted candidates, before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided.

Online Searches Keeping Children Safe in Education (KCSIE) asks schools to carry out online searches on shortlisted candidates as part of the process of assessing suitability.

Probation All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

Equal Opportunities Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all. Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

If you require assistance in reading this information or in completing the application form, please contact recruitment@reachacademy.org.uk.

JOIN OUR TEAM



Reach Academy
Feltham

[recruitment@reachacademy.org.
uk](mailto:recruitment@reachacademy.org.uk)