

Candidate brief for the position of
English Teacher – Chislehurst School for Girls

Application Deadline: 9am on 25th September 2026



**Chislehurst School for Girls
is part of Lumero Educational Trust**



Dear Applicant

Thank you for expressing an interest in working in our Trust. This pack tells you more about our Trust, Chislehurst School for Girls, the role and the person we are looking for.

As a Trust, we comprise of eight primary schools and four secondary schools across the London Boroughs of Bromley and Croydon, as outlined on the next page.

Our overarching aim for all our schools is **learning together, inspiring all**. We are committed to **excellence**, having great aspirations for our children and young people, and encouraging them to seek out and take hold of opportunities. Our drive for excellence is supported by our **collaboration**, and we are committed to sharing expertise to empower and inspire all individuals in our schools to thrive in a global world. This is underpinned by **inclusion**. We celebrate and respect the diversity in our communities, and we have a shared expectation in everyone to achieve in an ever-changing world.

This is an exciting opportunity for a motivated and passionate individual to join our team and make a real impact upon on our students, helping to shape their future.

This post is available from September and would suit someone who is hardworking, dedicated and keen to work in an aspirational educational trust.

Please complete the application form as fully as possible.

We very much look forward to hearing from you.

Yours sincerely



Terry Millar
Chief Executive

Our Schools



BIGGIN HILL
PRIMARY SCHOOL



BULLERS WOOD
SCHOOL FOR BOYS



BULLERS WOOD
SCHOOL FOR GIRLS



CHARLES DARWIN
SCHOOL



CHELSEFIELD
PRIMARY SCHOOL



CHISLEHURST
SCHOOL FOR GIRLS



DARRICK WOOD
JUNIOR SCHOOL



GREEN STREET GREEN
PRIMARY SCHOOL



THE HIGHWAY
PRIMARY SCHOOL



ORCHARD WAY
PRIMARY SCHOOL



TUBBENDEN
PRIMARY SCHOOL



PRATTS BOTTOM
PRIMARY SCHOOL

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Chislehurst School for Girls

Chislehurst School for Girls is a happy and highly successful place of learning for girls aged 11-18, and boys 16- 18 where students have every opportunity to excel academically, flourish personally and reach their full potential.

We are committed to the pursuit of academic excellence and to developing the leaders of tomorrow. Our strong pastoral support and commitment to mutual respect enable all our students to discover their strengths and truly develop a life-long love of learning.

We are proud of our young men and women and committed to enriching their school experience and ensuring that they thrive and reach their full potential. A spirit of charity, social justice and global awareness is central to this.

We are a diverse and inclusive school community and welcome the enriching variety of backgrounds and traditions that all contribute to making Chislehurst School for Girls a wonderful place in which to both learn and work.

Values and vision

At Chislehurst School for Girls, we are passionate about supporting all of our students to develop their leadership characteristics and experience. Some of our students may go on to lead their own companies, schools, teams and departments, whilst others may lead in their community, and support others at home or around the world. Whatever their path or gifts, all of our young people will be equipped to become resilient leaders of tomorrow, with courage, integrity and ambition.

Chislehurst girls take centre stage, have their voices heard, create a culture of achievement and are empowered to become leaders. They develop greater confidence and are more willing to take risks and aim higher.

Ofsted report

“Teaching is predominantly good and some is outstanding. Students behave well, enjoy school and feel safe. Older students in particular have positive attitudes and value what the school has to offer. Exclusions are well-below average. The headteacher and senior staff provide ambitious leadership informed by a thorough knowledge of students’ starting points and progress. As a result, achievement and teaching are improving and students are well prepared for the next stage of their lives.”

Position Summary: English Teacher

REPORTS TO:	English Faculty Leader
LOCATION:	Chislehurst, Kent
SALARY:	Classroom Teacher Main Pay Scale/Upper Pay Scale (Outer London)
HOURS:	Full time
CONTRACT:	1 Year Fixed Term Contract until 31 st December 2027
START:	January 2027

We are seeking to appoint an enthusiastic, passionate and skilled full-time English Teacher to join our welcoming and highly successful school starting January 2027. Experience of teaching Media Studies would be an advantage.

Leadership opportunities are also available for suitable candidates for the following roles:

- **Head of Media and/or**
- **Key Stage 3 English Co-ordinator**

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We are looking for a colleague who:

- Is a skilled, versatile and hardworking English teacher with a passion for delivering an excellent English provision to students across Years 7 to 13 (up to KS5)
- Consistently models excellent practice and has students' academic progress and personal development at the core of their professional motivation
- Wants an exciting opportunity to work in a vibrant and diverse organisation

In return we will offer you:

- A dedicated and supportive staff team
- Polite and welcoming children and families
- A working environment where everyone is valued and respected
- Excellent CPD within the school and across the Trust

We are an equal opportunities employer and are committed to fostering a diverse, inclusive culture. We particularly encourage applications from candidates from backgrounds currently underrepresented in our staff body.

Application Process

Send all application forms to Mrs Edmunds (Trust HR Officer) at recruitment@chsfg.lumero.org or if you have any questions call 020 8300 3156 ext 1057.

No CVs and no agencies.

References will be requested for those shortlisted only and prior to the interview.

Only those shortlisted for interview will be contacted. We reserve the right to interview and appoint prior to the closing date. Early applications are encouraged.

Closing date for applications: 9am on 25th September 2026

Interview Dates: Wednesday 30th September 2026

Pre-employment Checks

Lumero Educational Trust is committed to safeguarding and promoting the welfare of children and young people, and an appointment will be subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. Please note that an enhanced check will reveal all criminal convictions on record, including those that might be considered “spent”.

The successful applicant will also be required to:

- Provide details of two referees who know them in a professional capacity. It is policy to take up references BEFORE interviews where possible. Employment is conditional on these references being deemed satisfactory.
- Provide proof of all relevant qualifications.
- Provide proof of eligibility to work in the UK
- Complete a Medical Declaration and receive fitness to work.

Policy on Equal Opportunities

The Trust is an Equal Opportunities employer and appointments are based on the applicant’s ability to meet the requirements of the position. The Trust is opposed to any form of discrimination against any individual or group and welcomes the fact that our Trust includes a diversity of individuals from many races and cultures. Behaviour, which is discriminatory on the grounds of race, colour, culture, nationality, gender, sexual orientation, disability, religion, will not be tolerated.

Job Description

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Job Purpose

To provide high-quality teaching, enable effective use of resources and high standards of learning and achievement for students, within an atmosphere in which students feel challenged, valued and secure.

Key functions

- To plan and teach the subjects, classes and groups as allocated by the Head of Faculty and the Senior Leadership Team
- To ensure that high-quality teaching and learning takes place in all allocated classes
- To support and participate in the curriculum development work of the English Faculty, including the writing of schemes of work and programmes of study
- To assist the Head of Faculty in the maintenance of high standards of work and behaviour within the subject
- To be a Form Tutor and to carry out the specified duties as directed by the Year Leader
- To assist the Subject Lead of English in developing and implementing a full programme of extra-curricular English
- To support the Headteacher and Senior Leadership Team in the effective operation of the school

Duties

- Plan and prepare all resources for assigned classes and groups
- Teach the classes allocated, and provide a well-planned, challenging and purposeful learning environment for students
- Support and carry out policies and practices to promote positive student behaviour and achievement in English within the framework of the school behaviour policy
- Set and mark homework on a regular basis

- Mark student work promptly in line with faculty and school marking expectations
- Contribute positively to the subject and faculty team development through extra-curricular activities and enthusiastic promotion of the subject and its benefits for students
- Assess, monitor, record and report on student achievement in line with School and Faculty Area policy, including creating student reports and attending parent's meetings
- Assist in the identification of student special educational needs, and support the work of the SEND Team
- Maintain a neat, orderly and positive physical classroom environment
- Prioritise the understanding of all student needs, learning gaps and closing these through a data driven approach, particularly to support student premium students, SEND and stretching high achieving students
- Share in the development and writing of course outlines, syllabuses and schemes of work in English including creation of resources and lessons within the team
- Follow the course outlines, syllabuses and schemes of work agreed by the English Lead
- Make effective use of student performance data, and student and staff target-setting; and provide relevant information to the Senior Leadership Team
- Monitor and record student attendance and punctuality in line with school policy, and support the Head of Faculty and Leadership team in the maintenance of high levels of student attendance
- Prepare for and attend English Team and Year Team meetings and support the work of the English Team and the Year Team

All Teachers Duties

- Follow all safeguarding expectations and guidelines as set out by the school and the Trust
- Participate in and support the Teachers' appraisal process
- Support the school's review and refine approach through positive and active participation in the faculty and school development plans, reviews and collective improvement
- Undertake specific duties within the English Team as agreed with Faculty Lead for English
- Create a purposeful and positive school culture through building positive professional relationships with students and staff
- Create a supportive home-school dialogue through effective and regular contact with student families as required through the job role
- Take personal responsibility for both the overall professional delivery of the role of a teacher and use line management to effectively seek support in aspects of the post as needed
- Undertake such other duties as reasonably required by the Headteacher including open evenings

Person Specification – English Teacher

Criteria	Essential	Desirable
Qualifications	- Qualified Teacher Status (secondary age range) - Degree in English or relevant subject	Evidence of further study beyond degree
Experience	- Teaching at all key stages - Experience of KS4 GCSE course design delivery and assessment - English assessment - Experience of raising attainment in a classroom environment - Understanding of strategies needed to establish consistently high aspirations and standards of results and behaviour	Ability to teach Media Studies
Skills & Abilities	- Demonstrate high expectations which inspire, enthuse, motivate and challenge students to achieve their best - Excellent classroom teacher - Excellent behaviour management skills - Ability to tailor lessons to student needs - Ability to use assessment data to generate appropriate and effective intervention work - Demonstrate a strategic and creative approach to problem solving - Ability to build and maintain effective relationships through excellent interpersonal skills - Demonstrate excellent communication skills (verbally and written) - Ability to develop effective teamwork - Demonstrate inclusive approach to education - Ability to work under pressure, maintaining a high sense of perspective - Ability to manage own time effectively - Commitment to regular on-going professional development - Commitment to collaborative working practices	
Personal Qualities	- Professional, enterprising - Outgoing, approachable, inclusive - Positive, adaptable - Energetic and enthusiastic - Self-motivated, self-confident, reliable - Generosity of spirit, sense of humour - Committed to improving outcomes for all students - Team Player	Experience of pastoral responsibility in a secondary school

LET is committed to safeguarding the welfare of all children and young people and expects all its staff to share this commitment.

LET is committed to equality and diversity. We are committed to continuous improvement in how representative we are of our local communities, including gender, ethnicity, religion, age, and all other protected characteristics.

We offer family friendly and flexible working arrangements.

Lumero Educational Trust

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