



# Ark Alexandra Academy

## English Teacher – Maternity Cover

<b>Reporting to:</b>	<b>Head or Leader of Department</b>
<b>Location:</b>	<b>Ark Alexandra Academy, Hastings, East Sussex</b>
<b>Contract:</b>	<b>Fixed Term</b>
<b>Working Pattern:</b>	<b>Full Time</b>
<b>Start date:</b>	<b>April 2025</b>
<b>Salary:</b>	<b>Ark Outside London Main/Upper Pay Scales: £32,251 to £51,051</b>
<b>Closing date:</b>	<b>Midnight on 08 January 2025</b>
<b>Interview Date:</b>	<b>Interviews to be arranged as suitable applicants identified</b>

*The school reserves the right to withdraw this advert if a suitable candidate is appointed before the closing date. **Applicants are strongly encouraged to apply early for this role to avoid disappointment.***

### Ark Alexandra

Ark Alexandra is a large secondary academy in Hastings, East Sussex. As a Church of England school, our values of faith, excellence and kindness underpin our ethos, culture and behaviour. We have an inclusive admissions policy that welcomes, without preference, students of all faith and none. We believe that everyone deserves to be accepted, included, and empowered to live a purposeful and fulfilling life.

Our vision is to provide all members of our community with the opportunities to engage with 'life in all its fullness' (John 10:10). This will be achieved through the highest quality of education that a truly great school will provide. We are committed to striving for excellence and inspiring our students to fulfil their potential. Our faith underpins our aim for all students to have the widest possible life choices. By knowing every student, demonstrating kindness, we will inspire every member of Ark Alexandra to have a positive impact on the community around them.

We continuously strive to maintain and further develop a safe, calm and purposeful environment, in which all children feel happy, secure and respected. Our commitment to safeguarding is further detailed in our Safeguarding and Child Protection Policy which can be found on our website [here](#). Joining our school team is an excellent opportunity for a proactive person who wants to make a lasting difference to the communities they serve.

Our school is on an exciting rapid upward trajectory. Ark Alexandra operates as one school across two 6FE campuses. This creates the dual benefit of working within a small school family setting, whilst providing unique opportunities for growth, development and career opportunities that exist in a large school model.

We take a traditional and research-based approach to education with a primacy placed on cognitive science, scholarship and what the best schools do. We are a no-nonsense school where staff can focus their efforts on teaching great lessons. Our focus on extra-curricular activities including DofE (bronze to gold), Army Cadet Force and reward trips ensures our students benefit from a range of exciting opportunities.

## **How is Ark Alexandra different?**

- We are part of the Ark family of schools and benefit accordingly from outstanding networking and career opportunities and first-class CPD.
- Staff wellbeing is one of our main priorities. We have an 8am - 5.30pm/weekend work-related communication curfew to ensure our staff can maintain a work/life balance.
- Our systems and processes for communication and assessment are streamlined, research led and based on the needs of our local context.
- Behaviour for learning is always a high priority so our teachers can focus their time on the things that matter – planning and delivering brilliant lessons for our students.
- This is a strict no excuses, mobile phone free school.
- We offer a wide range of enrichment opportunities for our students that have excellent attendance and feedback.
- Our curriculum is academic and designed to prepare our students for the workplace in the 21<sup>st</sup> century
- We put high-quality teaching at the heart of what we do. Live coaching and current best practice in the field of education is central to our approach.
- There is the opportunity to steer your own career. There is a range of professional development opportunities available should you be seeking to further your career beyond classroom teaching.
- As we are part of the large Ark network, this means that we work collaboratively with other schools to build a curriculum suitable for all students and bespoke to our context.
- Salaries higher than the national pay scales.
- Twice as many training days as standard with network-wide events with Ark colleagues.
- Unique opportunities for growth and development
- Access to Ark Rewards – a scheme offering savings from over 3,000 major retailers

If you are ready to add further value to our dedicated, hard-working English department and to work alongside a diverse school leadership team, then you will find this job extremely rewarding.

To find out more about Ark Alexandra, please visit our website [www.arkalexandra.org](http://www.arkalexandra.org)

**Alignment with the school's vision, values and approach to education is essential.**

## **Ark Safer Recruitment Procedure**

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below and can be provided in more detail if requested.

### **Disclosure**

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred.

### **Shortlisting**

Only those candidates meeting the required criteria will be taken forward from application.

### **Interview**

1. Shortlisted candidates will take part in an in-depth interview process that will include a competency based interview, and for all teaching roles, will include a lesson observation or similar practical assessment.
2. Candidates will be asked to address any discrepancies, anomalies or gaps in their application.

### **Reference checking**

References from the previous and current employer will be requested for shortlisted candidates, and where necessary employers may be contacted to gather further information.

### **Probation**

All new staff will be subject to a probation period of six months (which may, in certain circumstances, be extended by up to 10 weeks). 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 the 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.

### **A Commitment to Encourage Diversity**

Ark is committed to eliminating discrimination and encouraging diversity amongst our employees. Our aim is that our workforce will be truly representative of all sections of society and that each employee feels respected and able to give their best. To that end we are committed to provide equality and fairness for all in our recruitment and employment practices and not to discriminate on any grounds. We oppose all forms of unlawful and unfair discrimination.

## The Role and the Department

We are looking for an enthusiastic English teacher whether newly qualified or experienced.

The successful candidate will be able to communicate effectively with students of all abilities, be proactive, have excellent communication skills and be experienced in establishing successful learning relationships with young people and adults.

The successful candidate will be instrumental in our mission to provide every student a great education and real choices in life, regardless of their background. A passionate practitioner, with the ability to deliver high-quality, rigorous lessons that drive achievement and inspire a love of learning that extends beyond the classroom.

Our English department follow the [English Mastery](#) curriculum at Key Stage 3. Our students study challenging literary heritage texts alongside a structured grammar and Reading for Pleasure programme. At Key Stage 4, students follow the AQA syllabus for English Language and English Literature. We are proud of our curriculum map; the skills and knowledge students learn at KS3 and KS4 prepare them for the challenge of A-Level English Literature.

## About Ark Schools

Ark is a network of non-selective schools and run 39 academies in London, Birmingham, Hastings and Portsmouth educating more than 28,500 students.

Ark's aim is to create outstanding schools that give every student, regardless of their background, the opportunity to go to university or pursue the career of their choice.

For further information about Ark Schools please read the attachment on the application website – Why join an Ark school?

## How to Apply

For an informal conversation about the role or to arrange an informal visit, please contact our HR Department on [ALEHR@arkalexandra.org](mailto:ALEHR@arkalexandra.org)

To apply, please visit [www.arkalexandra.org/jobs/vacancies](http://www.arkalexandra.org/jobs/vacancies) to complete an online application form.

**Please note:** we are unable to accept applications via CV. We will also be reviewing applications on an on-going basis and this advert may close earlier than advertised depending on the level of response. Early application is strongly encouraged. You will be able to pause, save and log back in to complete your application up until the vacancy closes.

**Closing Date: 08 January 2025 at midnight**

*Ark value diversity and are committed to safeguarding and promoting child welfare. The successful candidate will be subject to an enhanced Disclosure and Barring Service check and any other relevant employment checks.*

## Job Description: Teacher

<b>Reporting to:</b>	<b>Head or Leader of Department</b>
<b>Location:</b>	<b>Ark Alexandra Academy</b>
<b>Contract:</b>	<b>Fixed Term</b>
<b>Working Pattern:</b>	<b>Full-time</b>
<b>Salary:</b>	<b>Ark Main Scale/Upper Pay Scale, £32,251 - £51,051</b>

### The Role

You will be instrumental in our mission to provide every student a great education and real choices in life, regardless of their background. A passionate practitioner, you will deliver high-quality, rigorous lessons that drive achievement and inspire a love of learning that extends beyond the classroom.

### Key Responsibilities

- Set high expectations so that all students are inspired, motivated and challenged to reach their full potential, and in doing so meet their progress and attainment targets
- Teach high quality lessons so that all students achieve their targets
- Plan and teach well-structured, differentiated lessons that are aligned to the agreed curriculum and cultivate every student's intellectual curiosity
- Use data to inform teaching and learning, identify areas for intervention and provide feedback to students, staff and families in order to promote progress and outcomes with a specific focus on intervention for vulnerable groups including PP, EAL, SEND students
- Manage behaviour effectively to create a safe, respectful and nurturing environment so that students can focus on learning
- Work collaboratively with both school and network colleagues as a committed team member, building successful, high performing teams
- Participate actively throughout the network, by attending relevant meetings, and, as appropriate, delivering network-wide training and initiatives
- Work with colleagues, students and families to develop a strong school community

### Professional Development

- Take responsibility for your own professional development and demonstrate a commitment to continuous professional development by undertaking, and seeking out, opportunities to build your capabilities as a teacher
- Maintain an up-to-date expert knowledge of your subject area, related teaching pedagogy and relevant aspects of the National Curriculum, exam board requirements and other statutory provisions, including developments and reforms in broader education policy

- Ensure you understand your professional responsibilities in relation to school policies and practices
- Evaluate your own teaching critically and use this to improve your effectiveness
- Engage, positively, with the Academy's performance-management system

## **Non-Subject Responsibilities**

- Demonstrate consistently high expectations of all students and a commitment to raising their achievement and social and emotional well-being
- Promote the positive values, attitudes and behaviour expected from all students by treating them with respect and consideration
- Develop strong and positive relationships with students
- Implement all school policies, including the school's behaviour policy
- Contribute to the design and delivery of the school's enrichment curriculum
- Model the ethos and vision of the school at all times
- Communicate promptly and sensitively with parents, carers and other relevant bodies where necessary
- Establish and maintain effective working relationships with all colleagues
- Be familiar with and comply with the School's Health and Safety policies
- Be responsible for the health & safety of students when they are authorised to be on school premises and when engaged in authorised activities elsewhere
- Ensure compliance with Ark's data protection rules and procedures
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

## **Form Tutor Responsibilities**

- Maintain a holistic overview of the academic and pastoral progress of your tutees, including monitoring their wellbeing, academic attainment and progress
- Develop strong, trusted, relationships with each tutee to act as their mentor.
- Implement the Academy's attendance, rewards, sanctions, behaviour and monitoring policies
- Monitor the safeguarding and welfare of tutees
- Ensure relevant staff are aware of any issues with tutees as required
- Proactively engage parents of tutees and endeavour to build positive home-school relationships. Act as the primary point of contact for parents of your tutees

- Model the ethos and vision of the school

## **Other**

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Ark's data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required
- Support with other school activities and enrichment, when required.

## **Notes**

All new staff will be subject to a probation period of six months (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which he or she has been employed. It provides the school with the opportunity to monitor and review the performance of new staff in relation to various areas, and also in terms of their commitment to safeguarding and relationships with students.

**No job description can be fully comprehensive, and from time to time the successful candidate may have to undertake other professional duties as directed by the Headteacher/Senior Leadership Team/Line Manager.**



# Person Specification: Teacher

## Qualification Criteria

- Qualified to teach and work in the UK
- Degree in English related subject

## Knowledge, Skills and Experience

- Demonstrable commitment to raising attainment of all pupils in a challenging classroom environment
- UK based school experience (essential requirement)
- Excellent understanding of both subject and general teaching pedagogy
- Be or demonstrate the potential to become an outstanding teacher
- Be or demonstrate the potential to become an outstanding coach
- Mastery of and enthusiasm for your subject specialism
- Effective and systematic behaviour management
- Knowledge of the national secondary education system, examinations and curriculum
- Actively research your subject area in order that you remain up to date with recent initiatives and developments

## Behaviours

- Genuine passion for and a belief in the potential of every student
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action
- Deep commitment to Ark's mission of providing an excellent education to every student, regardless of background
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- Commitment to and understanding of professionalism in line with the National Teaching Standards

## Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

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