



The
Balcarras
Trust

Winchcombe School

Applicant Pack



The Balcarras Trust came into existence on December 1st 2020. We are a Multi Academy Trust based in Gloucestershire. Prior to this the company (Balcarras School) was a Single Academy Trust. Winchcombe School joined the Balcarras Trust in November 2023.

The Mission Statement of The Balcarras Trust:

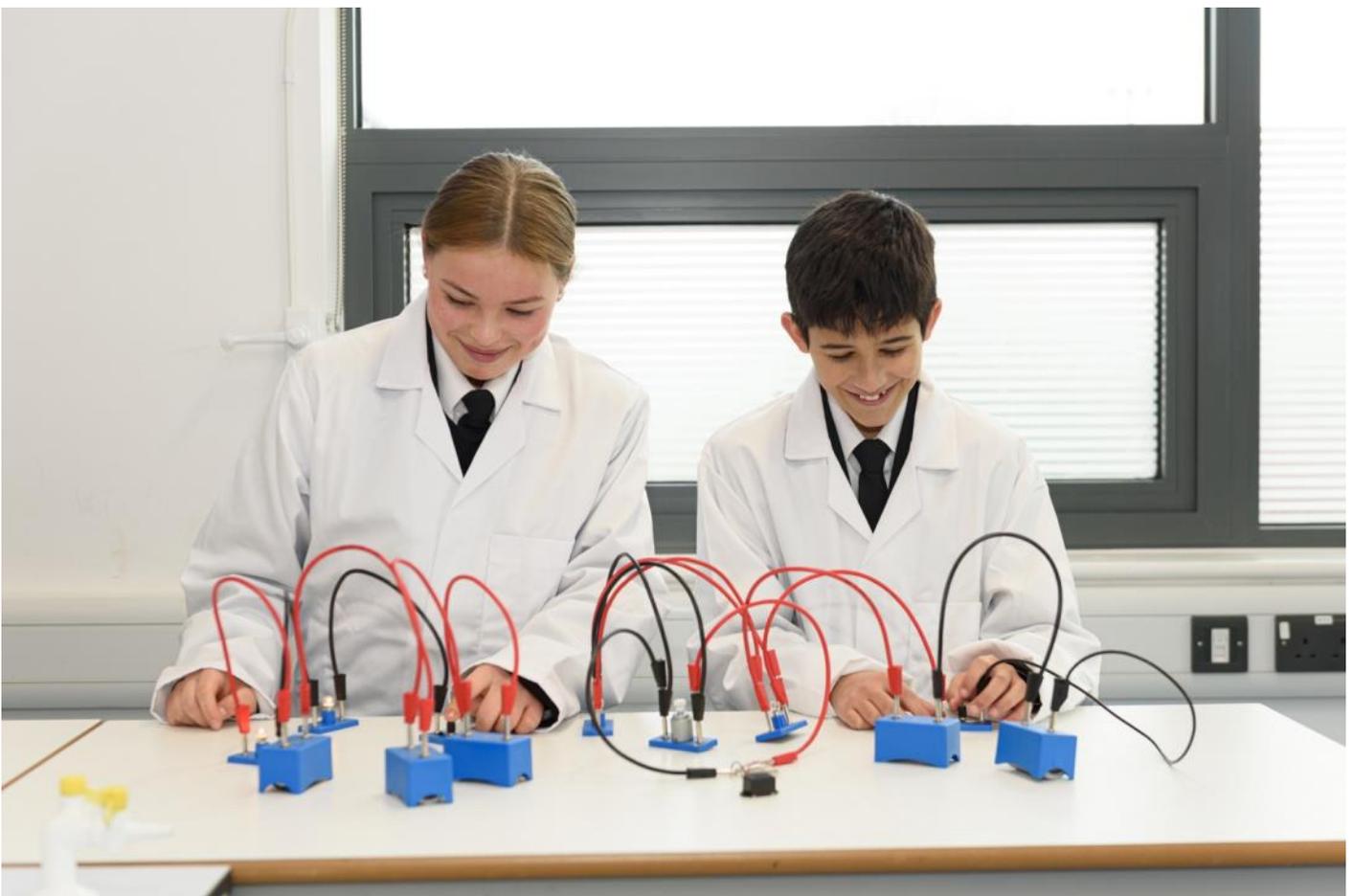
The Balcarras Trust is committed to delivering outstanding inclusive, comprehensive education in each of its schools. Every child within the Trust will be expected, encouraged and supported to reach their full potential and, when they leave school, to be fully equipped to go on to be successful in the next phase of their lives.

The Trust will establish and maintain high standards of teaching, pastoral care and behaviour in its schools. No child will be "left behind." There will be excellent opportunities for extra-curricular activities.

Each member of staff in the Trust's schools will be an excellent role model and will play their part in ensuring that each school in the Trust has its own special ethos. Students will feel proud of their school.



Balcarras is a co-educational 11-18 comprehensive school situated in Charlton Kings on the Eastern side of Cheltenham. Consistently rated outstanding by Ofsted, it has also been recognised by *The Sunday Times* as the highest performing comprehensive school in the Southwest. Balcarras's performance at A level and GCSE is amongst the highest for any school in the country.





Currently there are three schools in the Trust:

Balcarras: an 11-18 coeducational academy with 1402 pupils on roll. Consistently rated outstanding by Ofsted, the school secures superb outcomes at both GCSE and A level. Recently the school was awarded the Sunday Times Southwest State School of the Decade Award. The school is led by Dominic Burke (Headteacher) who combines this role with CEO of the Trust. Balcarras is the lead school in the GLOW Maths Hub and the Balcarras Teaching School Partnership. Balcarras is located in Charlton Kings and is currently where the Trust's registered office is located.

The High School Leckhampton: a brand new 11-16 coeducational comprehensive academy with an eventual capacity of 900. The school opened in September 2021 initially on the Balcarras site. It transferred to its own purpose built accommodation in September 2022. It now occupies a beautiful campus at Farm Lane in Leckhampton. This facility cost £35 million and is state of the art. The school is led by Helen Wood and has for the first two years of its existence been oversubscribed.

Winchcombe School: a high-performing school with high expectations for their students balanced against a supportive environment to help every individual towards success. This has been highlighted with their recent successes in examination results in 2023. As a smaller than average school, led by Jonathan Templeton - of around 500 pupils, they are well placed to unlock students' passions and interests. Set in an idyllic location with excellent facilities they offer an environment for learning that is both unique and stimulating. A recent multi-million pound investment has added new and refurbished facilities in Sport, Science, Technology and Drama.

In addition the Trust has a wider role as a system leader:

Outreach work: The Balcarras Trust is a leading provider of professional development for educators. The Trust runs the GLOW Maths Hub which is responsible for leading maths education in this region. GLOW has an annual turnover of close to £1 million. The Trust has the contract to run the Teaching School Hub for Cheltenham, Stroud and The Cotswolds.

The Trust runs its own School Direct teacher training programme working alongside the Gloucestershire Initial Teacher Education Programme (GITEP) which is run by the Gloucestershire Association of Secondary Headteachers Limited (GASH). In 2024 Balcarras will become the lead school for GITEP.

We mention these initiatives because we believe it demonstrates our commitment to professional development and the importance of collaboration.





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At Winchcombe School, we are a strong community who celebrate the learning, wellbeing and successes of all.

OUR VISION

Our values are focused on the importance of aspiring – Attitude, Stewardship, Pride, Integrity, Resilience, Enjoyment and Success. We look for our students to live out these values each day.

OUR ETHOS

We have the highest aspirations for every student, enabling them to embrace opportunities and achieve their ambitions.





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Dear Candidate

Thank you for your interest in Winchcombe School.

Are you looking for an exciting new job? You'll be a dynamic Teacher of English able to teach and inspire pupils of all abilities in KS3/4 and prepare them for GCSE Exams.

We welcome applications from ECT's as well as English teachers with experience, the position is available for either full-time or part-time hours for the right candidate and will be offered as a permanent position.

Our strategic aims as a school are:

1. In Teaching, Learning and Assessment—to focus on developing a culture of continual professional development and improvement to deliver the best possible outcomes for our students.
2. ASPIRE—to raise the aspirations of **all** students through the consistent application of expectations.

We are pleased to have been graded as a 'Good' school in all areas by Ofsted in our most recent inspection (March 2022) with special praise for our high expectations, students' calm and purposeful behaviour and professional development for staff. Our GCSE results in the last couple of years have been the best ever achieved in our school, so another reason for celebration!

We imagine that you are the sort of person who will go out of your way to play a full part in all aspects of the school community. If your values and personal qualities match the job description and person specification, we would love to receive your application.

Please complete our standard application form, which is available on our website www.winchcombeschool.co.uk (we don't accept CV's) and email it to personnel@winchcombeschool.co.uk.

Closing date:

If you would like to arrange a visit prior to submitting your application, please email personnel@winchcombeschool.co.uk and we will suggest a suitable time for a visit.

We look forward to hearing from you.

Kind regards

Jonathan Templeton (Headteacher)



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General Job Description

Every teacher has a responsibility for safeguarding the students in their care at all times. They must also ensure that the students receive an outstanding teaching and learning experience.

We expect all teachers working at Winchcombe School and the Balcarras Trust to take great pride in, and play their role in, creating a positive ethos based upon the school's values.

Staff are expected to support a happy, positive and successful environment where students of all abilities can grow, develop and succeed.

Teachers are expected to carry out their professional duties in accordance with the Trust's Code of Conduct, The Trust's Pay Policy and National Teachers' Standards. The specific responsibilities outlined below reflect this guidance.

Specific Teacher Responsibilities

Teaching:

- Have high expectations of all students including a commitment to ensuring that they can achieve their full educational potential and to establishing fair, respectful, trusting, supportive and constructive relationships with them.
- Prepare, plan and deliver lessons appropriately and in line with the school's Teaching and Learning Policy, including planning for progression across the age and ability range, designing effective learning sequences within lessons and across series of lessons informed by secure subject/curriculum knowledge.
- Adhere to departmental, school and/or Trust-wide, curriculum and examination curriculum mapping and assessment schedules.
- Embed e-learning into their teaching strategies and deliver remote teaching when required .
- Be aware of the potential of students and the targets set for them and ensure that the work planned for them is at a suitably challenging and progressive level.
- Be aware of the school's Special Educational Needs & Disabilities Policy and practices, and oversee the work of those students who receive additional support in this area.



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General Job Description

Main scale (£30,000-£41,333 pro rata) or Upper scale (£43,266-£46,525 pro rata depending upon experience)

Responsible To: Head of Faculty or Department

Purpose of Job: To teach students of all abilities in KS3/KS4.

Main Responsibilities:

- To teach students in Key Stages 3 and 4 according to the demands of the National Curriculum and exam board syllabuses
- To assess and record students' work in order to give feedback on performance to both students and parents/carers
- To attend staff meetings to keep abreast of administrative requirements, new initiatives and policies
- To undertake professional development activities as appropriate
- To complement classroom work with fieldwork and visits
- To implement school behaviour policy

Main Duties:

- Plan and prepare lessons adhering closely to Schemes of Work to ensure coverage of the National Curriculum
- Carry out the teaching of allocated classes using a variety of teaching methods appropriate to the age and ability of the students to a standard which allows students to further their understanding of the subject.
- Maintain informative and attractive display boards showing students' work and achievements
- Set homework appropriate to the age and skills in accordance with the school's Homework Policy
- Regularly mark and assess work in accordance with school practices
- Keep an accurate register of class attendance
- Keep up-to-date records of marks and levels in the appropriate place
- Participate in parents' evenings and pupil reviews and provide clear feedback on performance and develop targets for improved individual performance
- Attend and contribute to Departmental meetings to share ideas and keep informed about current issues



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General Job Description continued

Main Duties (continued)

- Identify, attend and recommend training opportunities to enable professional progression and development
- Develop opportunities to allow students to experience your subject outside the classroom
- Implement the policy for behaviour, motivate every child to meet their potential and keep the Head of Department informed of pupil performance
- Participate in the performance management process in line with agreed guidelines

Professional Development and Standards:

- Have a secure knowledge and understanding of subjects/curriculum areas and related pedagogy including: the contribution that your subjects/curriculum areas can make in cross-curricular learning; and recent relevant developments
- Know and understand the relevant statutory and non-statutory curricula and frameworks, including those provided through the National Strategies, for your subjects/curriculum areas and other relevant initiatives across the age and ability range you teach
- Know how to use skills in literacy, numeracy and ICT to support teaching and wider professional activities
- Understand how children and young people develop and how the progress, rate of development and well-being of learners are affected by a range of developmental, social, religious, ethnic, cultural and linguistic influences
- Know how to make effective personalised provision for those you teach and how to take practical account of diversity and promote equality and inclusion in your teaching
- Know when to draw on the expertise of colleagues, such as those with responsibility for the safeguarding of children and young people and special educational needs and disabilities, and to refer to sources of information, advice and support from external agencies
- Ensure that all school equipment - text books, tools etc. are maintained in good order when used by the class
- Ensure the safety of students in potentially hazardous situations, e.g. laboratories, workshops etc. in line with the school's Health & Safety Policy



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General Job Description continued

Specific Pastoral Responsibilities for form tutors (if applicable)

Our form tutors play a vital part in promoting the positive ethos of Winchcombe School and the Balcarras Trust.

The tutor will treat every member of the tutor group in a kind and caring way, providing students with support and encouragement. Tutors should get to know students as individuals and encourage involvement in the extra-curricular programme to build students' curiosity, self-confidence and resilience.

It is with the form tutor that the student has the first formal contact every day. The form tutor has a key role in safeguarding, since they may often be the first person to identify a potential issue or concern in relation to an individual student.

The tutor takes the first register of the day and should inform the pastoral/attendance team of any patterns of lateness or repeated incidents of lateness.

As well as being a classroom teacher, the form tutor also works at the direction of the Head of Phase/Year during tutor period, putting into practice allocated tutor time activities, including Personal Development (e.g. careers) elements.

Tutors will also monitor standards of uniform and deal with any infringements (e.g. hair, makeup etc).

Year 7 tutors will be expected to attend a Y7 parents' welcome evening early in the autumn term.

The Job Description allocates duties and responsibilities. It does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities the Post Holder must use directed time in accordance with the school's published time budget and policy and have regard to Clause 36(1) of a Teacher's Conditions of Employment

The Job Description is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment after consultation with the Post Holder

The Governors of Winchcombe School are committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including relevant online searches, checks with past employers and the Disclosure and Barring Service. Safeguarding forms part of the interview process.



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Person Specification

PERSON SPECIFICATION

Teacher of English

Essential	Desirable
QUALIFICATIONS	
<ul style="list-style-type: none"> • QTS • Good Honours degree in an English language or literature related subject 	
TEACHING EXPERIENCE	
<ul style="list-style-type: none"> • Able to teach full range of ability across 11-16 age range • Knowledge of the AQA GCSE English syllabus • Able to use a range of strategies to promote learning • Able to manage and encourage good behaviour, with special reference to safety in practical classes • Able to use ICT to deliver lessons and plan resources • Understanding of a range of assessment for learning approaches, including grades where appropriate. 	<ul style="list-style-type: none"> • Experience of the AQA GCSE syllabus • Experience of undertaking a form tutor role • Able to develop best practice through a wide range of imaginative approaches. • Able to create an excellent climate for learning within teaching area. • Willing to lead extra-curricular clubs. • Engaged with developments in teaching and learning strategies to improve achievement. • Able to create and develop schemes of work
PERSONAL SKILLS & QUALITIES	
<ul style="list-style-type: none"> • Enthusiasm for the subject • Commitment to CPD • Able to communicate with pupils, parents and carers about students' progress. 	<ul style="list-style-type: none"> • Excellent organisational skills



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Selection Process

- ⇒ After the deadline for the position has passed, there will be a shortlisting meeting with the Headteacher, Head of Department/Line Manager to review the applications.
- ⇒ Qualifications, experience and suitability for the post will be considered during the shortlisting process.
- ⇒ Unsuccessful applications will be notified by email.
- ⇒ Successful applicants will be invited for interview by telephone or email.
- ⇒ **References will be requested at this stage.**
- ⇒ An email confirming the interview arrangements and plan for the day will be sent to candidates including details of documentation to bring on the day.
- ⇒ One of the requirements on the day will be to complete a "Declaration of Criminal Record and other information" questionnaire.
- ⇒ If you have a DBS certificate from your current work place, you will be asked to show this.
- ⇒ Candidates will be observed teaching a lesson, have a formal interview (including safer recruitment questions) and where appropriate be interviewed by a pupil panel. In some cases, there may be a short written task to undertake. All information concerning the day will be provided in the invitation email.
- ⇒ A decision will be made on the day where possible.
- ⇒ Both successful and unsuccessful candidates will be notified by telephone where possible.

For all enquiries about this position please email

personnel@winchcombeschool.co.uk

www.thebalkarrastrust.co.uk

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