



**ALDRIDGE**  
**SCHOOL**

Achieving Excellence Together



**Application Pack**

**English Faculty Leader**

**TLR 1b**

**Full time permanent**

Aldridge School  
Tynings Lane, Aldridge,  
Walsall, West Midlands  
WS9 0BG

01922 743988



THE MERCIAN TRUST

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## About Aldridge School



Thank you for taking the time to find out more about Aldridge School. This pack is intended to give you information about this role and our school's broader vision and ethos. Further background information is available in our Prospectus and Sixth Form Prospectus on our website.

We are a comprehensive school of over 1500 students situated near the centre of Aldridge village. We believe that it is our responsibility to work to meet the needs of every individual student, challenging them to achieve their best, supporting them to become responsible young adults and preparing them for their next steps into the world of work or further education.

Aldridge School is a good school (Ofsted 2022). It is a school which is proud of its traditions and successes which have been achieved through hard work and high expectations. In particular, we encourage our students to be **Respectful, Responsible, Resilient and Ready** to learn in order that they will be happy and successful at school and in the wider world beyond.

Aldridge School has a dedicated, talented and conscientious team of staff who work together to provide a high standard of teaching, excellent pastoral care and professional support services. Our broad curriculum is designed to meet national expectations, be relevant and interesting, support our students in achieving the best possible standards in external examinations and to equip them with the skills they need to be successful in adult life.

At Aldridge School we have a popular and thriving Sixth Form. We are very proud of our students' success with over 80% securing places at some of the top Universities and on Higher Apprenticeships last year. We offer a very broad range of both academic and vocational courses at level 3, ensuring that Aldridge School Sixth Form is an option for a wide range of students.

We also enjoy strong links with surrounding primary schools, working with students in Years 5 and 6 including work in Science, Maths, English, Performing Arts and Enterprise. We are proud of our community and we work hard to promote this pride in all our partnerships, so that we can make sure that future students from these schools enjoy an easy, enjoyable transition to Aldridge School.

Students at Aldridge School are friendly, polite and respectful. Strong relationships between staff and students contribute significantly to ensuring that students are happy and feel safe.

If you would like to find out more, please contact us to arrange a visit to see our school at work. We look forward to meeting you.

## Benefits of Working at Aldridge School



- Teachers are all provided with a laptop to support their teaching
- No pressure to "put on a show" in lessons. A culture of typicality is reinforced by no lesson grading (outstanding, good etc.)
- No need to write lesson plans of any kind
- Everyone has the highest expectations of behaviour, with all staff reinforcing those expectations
- A clear system of sanctions which is applied consistently so staff don't have battles with students
- Senior Leadership are very visible
- Excellent pastoral support offered through Year Offices
- CPD tailored specifically to staff needs, based on their feedback
- Time for staff to put new things into action
- Non-hierarchical approach to professional development - there are things a senior leader can learn from an ECT and vice versa
- Targeted support plans for teachers who are struggling
- Regular Staff, Faculty and Pastoral briefings to support good communication
- Comprehensive support for ECTs with dedicated mentors and regular meetings
- Performance Management is tailored to faculty and individual needs. Data targets are not used punitively but aspirationally. We begin from the assumption that everyone will get the pay rise unless they haven't done all they can to improve student outcomes
- We are constantly streamlining all systems and processes so they take less time
- Open door Senior Leadership Team - no concern is ever too small
- Countless opportunities to get involved with the wider life of the school - Duke of Edinburgh, school performances, sports teams, music
- Contributions of staff recognised through 'Above and Beyond' draws each half term
- MAT 'Employer of Choice' opportunities such as Simply Health Healthcare plan, an electric car scheme and access to mylifestyle with a wide range of employee perks.

# The English Faculty



## Staff

The Faculty of English is currently staffed by thirteen fully qualified and very diverse specialist English teachers who make up a creative and collaborative team. Based across twelve (mostly interconnected) dedicated classrooms that are light and airy, we are equipped with BENQ interactive whiteboards and Hue visualisers. The faculty is well stocked with textbooks and reading material and includes a computer room that is mostly used by staff delivering Media Studies. An extensive library is run by our amazing and dedicated librarian.

## The English curriculum

In Key Stage 3, we have adopted the Oxford Quest Curriculum which builds on the KS2 experiences of our students, delving into the rich literary heritage of English as well as forward to language use in an increasingly digitalised world. High quality texts and extracts from sources both classic and modern, and covering a wide range of cultural influences, exhibit the qualities and skills of good writing that we want our students to develop as well as providing opportunities for increasing understanding of how writers craft their work to create meaning and influence readers. We aim to give staff a range of KS3 classes on their timetable. In Y7 and Y8, students enjoy a fortnightly library lesson, with both their class teacher and our librarian, which supports our use of the Accelerated Reader programme.

In Key Stage 4, we follow AQA specifications 8700 (language) and 8702 (literature). Clear maps and resources direct staff through the language course but there is flexibility for teachers to develop additional resources and use material of their own choice to build on the core learning activities. We encourage students to purchase their own copies of the literature texts through a book buying scheme and teachers can select the texts that they prefer teaching to allow enjoyment and flexibility here too. Most teachers will teach two Y11 and two Y10 classes.

In Key Stage 5, we offer AQA English Language (7702), English Literature B (7717) and Media Studies (7572) which are popular with students. We would welcome applications from those who can offer A level teaching experience in all of these areas, especially Media Studies, to expand our team.

## Additional provision

We like to celebrate student achievement and encourage engagement with literature in many ways outside the normal classroom lessons, including a creative writing club, a poetry performance group and regular participation in writing and speaking competitions. Our staff find real satisfaction in these activities and we welcome any new ideas from our candidates.

# The Mercian Trust



## What we can offer you

### Getting the basics right

- We are proud to be a Living Wage employer.
- When appropriate to the role, we are very happy to offer the right candidates with specific recruitment and retention incentives.
- We follow the teacher and NJC pay scales, including the awarding of nationally agreed pay increases.
- We have a range of pioneering HR policies that we are particularly proud of – from our flexible working policy to our menopause policy. We always take an informed approach to ensuring our policies are fit for purpose and represent the most equitable deal for all parties.
- We are a committed apprenticeship employer. Many of our current apprentices are former students from our schools, growing our own talent from within.
- We have developed a newly-designed annual professional growth review underpinned by our cultural blueprint.
- We are very proud of our time-back scheme to thank staff who provide students with valuable enrichment opportunities such as regular clubs and educational visits.

### Additional benefits

All staff employed by The Mercian Trust are now able to access a fantastic range of additional employee benefits.

These include:

- Discounts on everyday purchases via EdenRed
- A comprehensive free of charge health plan via Simplyhealth
- A salary sacrifice electric car scheme via Tusker
- A cycle to work scheme via Halfords

### A sector-leading CPD offer

- We offer a truly comprehensive training programme featuring exclusive Mercian Trust content from the world's leading education professionals.
- You can be assured of getting the very best mentoring and support for all external professional qualifications and programmes such as ECT and NPQs.
- We are proud of our package of goals-focussed training for non-student facing associate staff.
- Our Digital Champions support all staff to maximise the benefits of our multi-million pound digital infrastructure and to transform the way we teach, we learn, we lead and we operate.
- We hold an annual staff development conference for all staff that is packed with content, valuable resources, and networking opportunities.
- Staff can join our wide range of Professional Learning Communities, led by Trust Lead Professionals to develop collaborative practice across our schools and wider sector.
- All staff are invited to have articles published in our half-termly education journal, The Education Exchange, and to be supported to write and speak for external audiences via our excellent links with leading publications and training organisations.

# Job Description



**Post:** Faculty Lead  
**Responsible to:** Headteacher (and operational links with a member of SLT)  
**Responsible for:** TLR Postholders (of which there are 3) and teaching staff  
**Working time:** 18 teaching periods per week  
**Salary:** MPS/UPS + TLR 1b

## Job purpose

- To raise, and be accountable for, standards of attainment and achievement within the faculty and to monitor and support student progress.
- To develop and enhance the teaching practice of others.
- To ensure the provision of a suitable, broad, balanced and differentiated curriculum for students within the faculty.
- To be accountable for leading, managing and developing the whole faculty.
- To effectively manage and deploy teaching/associate staff, financial and physical resources within the faculty.

## **Principal Responsibilities**

### Teaching and Learning:

To monitor, evaluate and develop:

- Overall standards of teaching and learning within the faculty.
- Standards of achievement and attainment for all groups of students within the faculty.
- Use of performance data for target setting and progress monitoring.
- Provision of educational enrichment activities.

### Operational/Strategic planning and Quality Assurance

- The day to day management, control and operation of course provision within the faculty, including effective deployment of staff, money and physical resources, to act as a cost centre holder, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records.
- To establish short, medium and long term plans for the development and resourcing of the faculty.
- To actively monitor and follow up student progress.
- To implement school policies and procedures, including Health and Safety and ensuing risk assessments are in line with national requirements.
- To ensure effective operation of quality assurance systems and to monitor and evaluate the faculty in line with school procedures.
- To produce examination analysis reports, evaluate performance data and take appropriate action on issues arising from the data.
- Contribute to the school SEF and maintaining a faculty evaluation form.
- Contribute to the SIP and coordinate the Faculty Improvement Plan (FIP) with this to reflect the needs of students.
- Liaise with the Lead for whole-school ICT to foster and oversee the application of ICT.

### Curriculum Provision and Development

- To be accountable for the delivery and development of the subjects within the faculty.
- To liaise with Deputy Headteacher to ensure delivery of an appropriate and cost-effective curriculum programme which complements the SIP and FIP.
- To actively monitor, keep up to date with, and respond to curriculum developments and teaching methodology at national, regional and local levels.
- To work with colleagues to actively develop cross curricular links and support the functional skills of English, Maths and ICT.

### Staff Development, Recruitment and Wellbeing

- To promote teamwork and effective communications.
- To support, guide, motivate and inspire team members and support staff.
- To ensure staff development needs are identified and supported.
- To undertake Performance Management reviews and to act as a reviewer.
- To assist the Headteacher with appointment of faculty colleagues.



### Communications:

- To ensure all members of the faculty are familiar with its aims and objectives.
- To ensure effective communication/consultation as appropriate with students and parents (student and parent "voice").
- To liaise with partner schools, Higher Education, Industry, Awarding Bodies and other relevant external bodies.
- To represent the views and interests of the faculty.

### Care Guidance and Support:

- To monitor and support the overall progress and development of students within the faculty.
- To monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To take a leading role in contributing to the delivery of the school's Code of Conduct, Behaviour Policy and Rewards and Consequences Policy including taking part in the rota for after school detentions.
- To ensure the Code of Conduct is implemented in the faculty so that effective learning can take place.
- To undertake an appropriate programme of teaching.

### **General Duties**

- You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and conditions document currently in operation.

### **Notes**

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.



# Person Specification



## Qualification Criteria

- Qualified to degree level or above
- Possesses QTS status or equivalent

## Experience

- Evidence of successful practice as a teacher in a secondary school
- Experience of continually improving teaching practice to increase student achievement and progress
- Evidence of continually improving the teaching and learning of their subject through assisting with schemes of learning and extra-curricular/enrichment activities

## Knowledge

- Up to date knowledge in the curriculum area (Inc. A Level/GCSE specifications)
- Understanding of the teaching strategies needed to establish high aspirations with regards to results and behaviour
- Evidence of working with educational research to facilitate learning
- Knowledge of the current legal requirements, national and school policies and guidance on the safeguarding and promotion of the well-being of children and young people

## Leadership

- An ability to lead by example
- Effective team worker and leader
- Possesses high expectations for accountability and consistency
- Motivation to continually improve standards and inspire excellence
- Possesses an empathy and the ability to listen
- Commitment to the safeguarding and welfare of all students

## Teaching and Learning

- Effective and adaptable ICT skills
- Numerate so that data analysis can be facilitated
- Effective communication skills
- Possesses energy, enthusiasm, resilience and perseverance
- A commitment to educational research to facilitate learning
- Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
- Thinks strategically about classroom practice and tailoring lessons to students' needs
- Understands and interprets complex student data to drive lesson planning, achievement and progress
- Excellent planning and organisational skills
- The ability to produce correspondence/documents, appropriate for a specific audience and in well-written English, ensuring the tone is appropriate to the purpose

## How to Apply



### Salary

MPS/UPS

### Closing Date

9.00 am Tuesday 05<sup>th</sup> May 2025

### Start Date

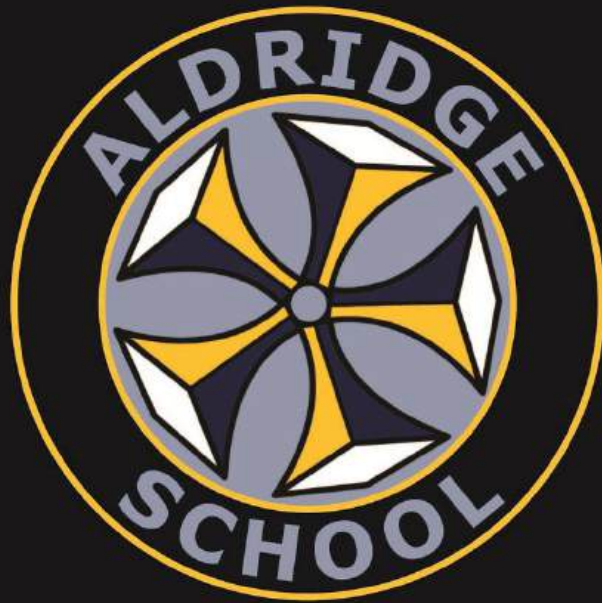
September 2025

### Visits to School

For further information, please contact the school either by email [info@ald.merciantrust.org.uk](mailto:info@ald.merciantrust.org.uk) or by telephoning Mrs Knight on 01922 743988 ex 2224

### Applying

Apply through Mercian Trust application system.



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