



Candidate brief for the position of  
**Head of English**  
to start September 2021  
(or earlier if available)





## The School

Beths is a large multi-cultural grammar school on the border between London and Kent serving a wide range of vibrant and exciting communities. We specialise in boys education in the main school and have a large, inclusive co-educational 6<sup>th</sup> form.

The school was founded in 1945 as Bexley and Erith Technical High School and specialised in engineering and technology. It became a Grammar School in 1976. In 1995 the school was awarded Technology College Status. In 2005 we were identified as one of the first High Performing Specialist Schools and, in 2006, took on a second specialism in languages. Following an Outstanding Ofsted grading in 2007, Beths became, in 2008, a National Support School. In 2009 the school added a third specialism to its portfolio, as a Leadership Partner School.

The international dimension offered by the language specialism is of great value in the modern world. We offer Mandarin Chinese as well as French, German and Spanish, and the various opportunities that arise include visits to China. In May 2010 we became a 'Confucius Classroom' – a hub school for Mandarin Chinese.

Beths Grammar School was last inspected by Ofsted in 2012, when it was judged Outstanding in all areas.





## Our ethos

At Beths you will find an ethos in which working hard and wanting to achieve are the norm. We are ambitious for the young people in our care and seek to help them in securing the very best outcomes of which they are capable. But Beths is also a supportive, harmonious and caring environment. We respect and celebrate the diversity that exists among our students and staff. The school is renowned for its enviable co-curricular enrichment programme that, through sport, the arts and music, clubs and societies, nurtures the whole person.

Among the various ways that we seek to develop the students' leadership skills are the thriving School Council, student-led assemblies, the Duke of Edinburgh Award and, in the 6<sup>th</sup> Form, the Student Leadership Team of Head Boy, Head Girl, Deputy Heads, Vice Captains, House Captains and Prefects.

We believe in:

- striving for *excellence*;
- *nurturing* all who work and learn here;
- *respecting* the wide range of cultures and backgrounds that we all bring as individuals;
- creating a great *community* day-in, day-out so that everyone enjoys their time here.



# Teaching and Learning

We adopt a traditional, yet flexible, approach to education which values high quality teachers and expertise working with our ambitious learners; empowered by great relationships and a deep understanding of child development. We want all teachers to have the freedom to teach without excessive administrative tasks getting in the way and recognise that there are many pedagogical approaches that can be deployed to get the best out of our students. We value deep subject knowledge amongst our staff and a commitment to bringing out the best in every single learner.

We are ambitious for both staff and our students believing that it is a common endeavour that we can all learn to be our best. Despite the common curriculum that is taught across most subjects we realise that every child will approach the content from their unique perspective and will encounter their own challenges, as they grapple with the rich and deep curriculum which we offer.





## Co-Curricular

We believe that many of the most magical moments of an education take place outside of the formal curriculum and so we are committed to providing all students with an enriching Co-Curriculum. We are excited when staff bring additional interests and expertise into the school and support teachers delivering a broad range of enrichment activities, drawing on their passions and expertise.

We currently run many music groups, sports teams and regular debating competitions. We support many different clubs and societies across the school offering space and additional payments to run activities.

We provide opportunities through the Beths Leadership Curriculum and encourage students to engage in change action projects.

We have a robust and active house system supporting the Co-Curriculum through an ongoing competition and student elected house officers.

We are exceptionally proud of our students and their many talents.



# Head of English

We are at an extremely exciting stage of our development as we have invested heavily in our English department and have a strong and experienced team in place. We are looking to appoint a 'heavy-weight' and inspirational leader to support this team in making English a top performing subject within the school. At Beths we are passionate about boys education and believe that we need to be inspirational within this important subject in order to ensure that our young men leave the main school with the highest levels of articulation, language competency and deep cultural appreciation. This role provides an opportunity for an experienced Head of Department to do some ground breaking work in boys language development for high attainers.

## The English Department

The team consists of eleven teachers and has a coordinator in post for each key stage. All boys within the school study language and literature drawing on a wide range of inspirational texts and poetry intended to capture their interest, provide a vehicle for cultural awareness and, of course, to develop their language skills. At KS3 English is given five periods in Year 7, and four periods in Years 8 and 9. At KS4 all students receive 5 periods per week. Students enter the school above national expectations and the average grade at GCSE is currently a 6H.

At KS5 students study a traditional A level course and this is popular with external students joining the school, however, we are keen to inspire more of our internal candidates to choose this important A level. The average A level attainment last year was B-. Film Studies is also taught successfully in the school with an average grade of A-.

## The Role

The position has become available due to the previous Head of English relocating to another part of the country. The focus of the role is to lead and develop all aspects of English department providing expertise and strategic direction for all key stages. You will be given significant freedom to apply your knowledge and experience to building a high performing team. You will be expected to teach 22 out of 30 periods and will not have tutor responsibilities. You will be expected to teach across all key stages.

The Head of English has responsibility for all aspects of department leadership and management across Years 7-13 including:

- Overall responsibility for the quality of teaching and learning in the department and for ensuring that all the students in the department are making good progress.

- The ongoing supervision, monitoring and support of the teaching staff in English, both informally and through regular performance reviews:
  - The Head of English will normally be expected to conduct, or contribute to, professional development reviews for members of the department;
  - Observing lessons of members of the department and of other teaching staff as required, in line with the School's policies on lesson observation;
  - Playing a leading role in the induction and, where necessary, training of new members of staff;
  - Co-ordinating the NQTs within English;
  - Liaising with senior management if there are concerns about the performance of any member of the department;
  - Assisting the Headteacher, as required, in the recruitment of members of staff;
  - Liaising with the Senior Leadership Team over timetables and deployment of teaching staff.
- Responsibility for devising the teaching programme of the department and ensuring that the programme is then appropriately followed by all members of the department. This includes:
  - Strategic oversight of choice of specification to be followed by teachers within the department and ensuring that the specification chosen is appropriate for any public examination for which the students are to be entered;
  - Overseeing detailed schemes of work for all year groups;
  - Undertaking work scrutiny, observations etc. to ensure schemes of work and specifications are being taught effectively by all teachers in the department.
- Managing the work of the Key Stage Co-ordinators. This includes:
  - Meeting key stage co-ordinators regularly and setting priorities;
  - Overseeing any administrative tasks needed at each key stage such as examination entries to the Examinations Officer;
  - Supporting KS4/5 in Collating and submitting predicted examination grades for tracking procedures;
  - Supporting and quality assuring assessment practices at all key stages.
- Developing and maintaining the bank of department teaching resources ensuring that everyone has access to high quality materials.
- Submitting and managing the departmental budget.

- Responsibility for the academic progress and achievement of students in the department. To this end they will:
  - Ensure discussion of student progress as a regular feature of departmental meetings;
  - Have a strategy in place for raising attainment in all three key stages;
  - Oversee the calibre and consistency of report writing, assessments and grade predictions across the department.
- Organise and, where appropriate, run additional clinics, revision sessions, both to stretch and extend the most able and to help students who are struggling:
  - Organise and where appropriate run Oxbridge sessions;
  - Develop opportunities for students in the department to enrich their learning beyond the curriculum through opportunities to attend lectures, talks and workshops;
  - Share a general responsibility to ensure the academic, moral and physical welfare of all students within the department.
- As part of fulfilling all the above responsibilities, the Head of English will be expected to take part in a variety of meetings:
  - Convening regular departmental meetings, with all staff in the department, including opportunities for all to share best practice and contribute to department CPD;
  - Meeting periodically with members of the SLT to review departmental development plans and examination results (usually in August/September and again in January);
  - Attending meetings with colleagues, parents or other appropriate persons to discuss the welfare and academic progress of students;
  - As a senior member of staff, having a general duty to contribute to the academic management of the school, including attending meetings organised by the Headteacher or other senior members of staff for this purpose.



## The Person

The successful candidate must:

- Have a very good degree in English or a related subject;
- Have a PGCE or equivalent formal teaching qualification;
- Demonstrate a proven track-record of successful delivery of GCSE and A Level English;
- Possess a high level of subject expertise, sufficient to stretch and challenge the most ambitious and able students;
- Be able to convey enthusiasm and enjoyment both of the subject and of teaching;
- Be ambitious for boys education in English;
- Embrace a flexible approach to teaching, with a sense of fun and a readiness to respond to students' individual needs;
- Be competent in the use of educational technology and the delivery of teaching online;
- Demonstrate experience and potential in educational leadership and management;
- Be willing to participate fully in the wider life of the school and promote its ethos and values;
- Be fully committed to our robust safeguarding and equalities policies.

Beths offers teachers and students alike a friendly and welcoming environment where passion is encouraged and standards are high.

## Further information

If you would like any further information at this stage, please feel free to email Mr Deri O'Regan, Deputy Headteacher, at [mroregan@beths.bexley.sch.uk](mailto:mroregan@beths.bexley.sch.uk)

## Applications

Applicants should use the 'Quick Apply' option on the TES website (<https://www.tes.com/jobs/>) to make their application. If you would like further information about the school, please visit our website: [www.beths.bexley.sch.uk](http://www.beths.bexley.sch.uk).

The closing date for applications is **Monday 15 March 2021**.

Short-listed applicants will be notified of the interview arrangements as soon as possible after the application deadline and we hope to interview before the end of term. Please also note that we reserve the right to shortlist and invite candidates for interview prior to this date.



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