



Welcome to our Trust

Head of English
Recruitment Pack



Contents

03

Welcome

05

About Anglian Learning and Joyce
Frankland Academy

07

Working for Anglian Learning

09

Role Summary

10

Job Description and Person Specification

14

How to Apply

Welcome to Anglian Learning

Thank you for your interest in the position of Head of English.

Anglian Learning is an ambitious, forward-looking multi-academy trust. Our members share the firm belief that all young people deserve to have access to an excellent education and exciting opportunities, which in turn will help prepare pupils to thrive in their local, national and global communities.

This is reflected in our Core Purpose of Transforming Together to enable inclusive and aspirational learning in every classroom, empower leaders across every academy, and ensure inspiring opportunities and educational success for our learners, people and communities.

Our organisation has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes, but equally open to innovative ideas and alternative perspectives. We also passionately believe that our most valuable resource is our people, and if you apply and are successful in your application, we promise to develop and support you in your career, as well as provide a caring, friendly environment in which to work.

For an informal discussion regarding this role, please contact Laura Goodall, at hrrhub2@anglianlearning.org

I hope that you find the following information useful. If you wish to make an application for this vacancy, please see the instructions within.

We look forward to hearing from you.

Jonathan Culpin
CEO, Anglian Learning



Our Values:

Aspiration

We are ambitious for ourselves and all those in our community to be the best we can be.



Community

We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together.



Empowerment

We enable our academies, staff and learners to embrace new ideas and think creatively.



Inclusivity

We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds.



About Anglian Learning

Founded in September 2016 by four community-facing secondary schools committed to sharing knowledge and providing mutual support, Anglian Learning has grown to become one of the leading school trusts in the region.

Educating more than 9000 pupils and employing over 1000 staff across three counties, pupils, their families and the wider community benefit directly from the resources, time and expertise given by our Trust. While each school retains its own unique identity and ethos, we are collectively passionate in our belief that we are stronger together.

Alongside this, our Trust remains committed to its heritage, which is rooted in local communities. Several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under Anglian Leisure. Local, high-quality quality and representative governance of schools is a key aspect of our leadership structure.

In addition to our commitment to celebrating our community ethos, we believe strongly in empowering our people. The role of our Trust is to provide the environment in which colleagues can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, curriculum development, inclusion, finance, ICT, business support and operations. Therefore, our schools have the capacity and focus to drive school improvement in the curriculum, teaching, behaviour and in establishing the healthy culture and ethos that underpins this.



Educating more than

11,100

pupils

Employing over

1,650

members of staff

3

counties

22

academies

About Joyce Frankland Academy



It is with great pride and excitement that I welcome you to Joyce Frankland Academy, Newport.

Our academy is a community focused school, rooted in a rich and inspiring history. The school was founded in 1588 by Dame Joyce Frankland, a visionary whose love for learning continues to shape our culture today. Her words, “the love I bear learning”, remain at the heart of our mission, reminding us that education is not only about achievement but also about nurturing curiosity, character, and lifelong growth.

Our school is built on the values of **Aspiration**, **Respect**, and **Responsibility**. These values guide everything we do. We believe that every young person deserves to be known, valued, and to achieve success. That's why we work tirelessly to understand each student's unique strengths and areas of development, helping them to unlock their potential and pursue their dreams and aspirations with confidence.

We are proud of our culture that celebrates achievement in all its forms- academic, creative, personal and social. Whether it's through academic outcomes, acts of kindness, leadership in the community, or resilience in the face of challenge, we recognise and honour the many ways our students develop and succeed.

We work in partnership with our families and wider community to continue building a school where every child thrives. Together, we ensure that Dame-Joyce Frankland's legacy lives on, inspiring generations to come with a love of learning and a belief in their ability to shape a better future and make a difference in the world..

Mrs D. Warick BSC (Hons) NPQEL
Academy Principal

Working for Anglian Learning

One of our core design and decision-making principles is that we constantly strive to build a healthy organisational culture, central to which is making sure we are a learning community where everyone can achieve their potential. We create a strong sense of belonging and a place where staff feel appreciated and fairly rewarded for the work they do. We are a flexible employer that supports colleagues to balance their lives and recognises how staff give back to our young people.

Staff survey

Our most recent staff survey indicated that a high proportion of staff:

- Feel as though they belong within Anglian Learning
- Agree that they are provided with relevant opportunities for professional development
- Feel that there is a positive culture of psychological safety within their school
- Have high levels of job satisfaction and happiness at work
- Would recommend our organisation as a great place to work
- Almost all staff who responded to the survey feel part of a team within their school and can rely on colleagues for support when needed.

Joining Anglian Learning comes with a range of benefits, fostering both personal and professional growth. Our coaching and mentoring programmes are designed to offer tailored support that enhances your skills and career development. For further information about the opportunities available for this role please contact Laura Goodall, at hrrhub2@anglianlearning.org.

Benefits

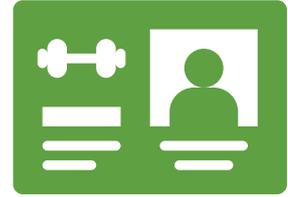
Other benefits and support available to all Trust employees include:



Career Average Revalued Earnings Pension Scheme (CARE)



Cycle to Work Salary Sacrifice Scheme



Free membership to all Anglian Learning Sports Centres



20% discount on Anglian Learning Adult Education Courses



Professional Development Scheme Policy



Employee Assistance Programme offering a range of services to staff and their families



Specsavers VDU Vouchers



Boots Flu Vouchers



Access to a wide range of discounts on high street and online shopping via 'Teacher Discounts' and the 'Blue Light' card



Role Summary

We are now seeking to appoint an outstanding and ambitious teacher and leader as Head of English to join our successful team at Joyce Frankland Academy in September 2026. This is a key appointment for the Academy and the successful candidate will be an influential leader, building on the current strong performance, setting out an exciting vision for the future, developing colleagues to reach their full potential and ensuring the department is recognised locally and regionally for the quality of its provision and the achievement of pupils. The successful candidate will bring warmth, compassion and kindness as a leader, making ethical decisions for the benefit of all. He or she will also bring rigour, forensic insight and a highly developed understanding of what makes an outstanding department.

The English department has a well-deserved reputation for its collaborative and supportive ethos, for achieving excellent results with pupils and for the passion with which it instils a love of all things literature and literacy in young people. This post will provide the successful applicant with a wealth of opportunity to develop their classroom practice and career. Applications are welcomed from those with more experience looking for their next position in a department and school with aspirations for excellence for all.

Job Description

Head of English

Joyce Frankland Academy



SALARY:	MPS/UPS Plus TLR
HOURS:	Full time
PENSION:	Teachers Pension Scheme
DISCLOSURE LEVEL:	Enhanced DBS <plus Barred List Checks>
LOCATION:	The post holder will be based at Joyce Frankland Academy but will be expected to work across the Trust and to travel between sites.
RESPONSIBLE TO:	Assistant Principal

JOB PURPOSE

- To Provide leadership and direction for the English Department. To be responsible for raising the standards of achievement for all students in English through the development of a challenging curriculum to ensure high quality teaching and learning, and to continue significantly to whole school improvement at strategic level.
- Liaising with Principal, Senior Leadership Team, other subject leaders, pastoral leaders and relevant staff with cross-school responsibilities, relevant non-teaching support staff, parent, Trust colleagues.

CORE ACCOUNTABILITIES

- Responsible for English teaching team and other relevant personnel within the department
- Responsible for raising standards of attainment and levels of progress
- Responsible for self-evaluation and strategic development
- Responsible for staff deployment and development
- Responsible for student wellbeing and their social, moral, spiritual and cultural development
- Responsible for staff wellbeing
- Responsible for efficient use of resources

MAIN DUTIES

Responsible for the English Curriculum

- Ensure the English curriculum covers the full range of appropriate and relevant knowledge, understanding and skills enabling all pupils to succeed and developing in students a lifelong passion for English.
- Ensure all members of the department understand, articulate and implement the core principles of the English curriculum.
- Evaluate and develop the English curriculum to ensure effective progression, success in public examinations and to incorporate whole school initiatives including literacy and numeracy.

Responsible for standards of achievement, levels of progress and competency in English

- Ensure that the quality of teaching and learning is the main focus for all work in English, implementing best practice in the subject and whole school policies and initiatives so that all teaching is excellent.
- Ensure that targets for student attainment are met in line with performance indicators (school and national) including those eligible for the Pupil Premium, with special educational needs and able, EAL, gifted and talented.
- Evaluate the standards being achieved by forensically analysing the performance of all students.
- Implement intervention strategies as appropriate to ensure all students make progress towards their targets.
- Ensure that assessment for learning procedures in English are robust, follow agreed Academy policy to support student learning and achievement and are used consistently by all staff.
- Take responsibility for recording and reporting student attainment including the preparation of data for examination and test entries in good time.
- Ensure that the work of the subject area is stimulating and engaging for all students.

Responsible for self-evaluation, quality assurance and strategic development

- Maintain and act upon accurate self-evaluation of the subject's performance through regular lesson observations, work samples, student voice and other mechanisms.
- Produce, cost and implement a Department Development Plan that reflects whole school improvement priorities while remaining abreast of local and national developments in the teaching of English.
- Develop, maintain and promote strong partnerships with parents to support teaching and learning.

Responsible for staff deployment and development

- To maintain and develop a shared ethos, vision and ambition for English and whole school improvement, establishing the subject as a beacon of best practice in the school and locally.
- Act as a role model for outstanding classroom practice for other teachers and maintaining personal expertise in English, sharing knowledge, understanding and skills with colleagues.
- Plan and implement individual and department training programmes to ensure that teaching and learning is of high quality and high impact.
- Review the performance of staff, recognising and celebrating success and being prepared to address robustly any underperformance.
- Plan for the deployment of staff into the curriculum in the most effective and efficient manner and leading the recruitment of new staff as appropriate.
- Have full consideration for staff wellbeing and morale, promoting teamwork/collaboration and supporting colleagues as required.
- Demonstrate positivity, professionalism and the ability to motivate colleagues and students.

Responsible for Student wellbeing and their SMSC development

- Maintain a safe and productive learning environment for all pupils, dealing with discipline issues in accordance with the Academy's behaviour policies.
- Implement department and whole school behaviour management sanctions as required and develop the relevant skills in colleagues to ensure effective behaviour for learning takes place.
- Instil a sense of pride, worth and achievement.
- Ensure that the work of the subject area is stimulating and engaging for all students.
- Promote and lead social, moral, spiritual and cultural opportunities, including those which are extracurricular in nature.
- Promote and maintain the Academy's child protection and safeguarding policies and procedures at all times.

Responsible for efficient use of resources

- Use the available accommodation to create a stimulating environment to support teaching and learning, planning for future development.
- Monitor the use of the English teaching areas to ensure a high standard of condition is maintained, taking action as necessary to improve provision.

- Prepare and oversee the budget for the English department, adhering to the principles of best value at all times and acting always with probity and integrity.
- Contribute to the development and maintenance of the Academy health and safety policy.

Leadership

- Contribute to the strategic development of the Academy, helping to develop, implement and evaluate systems, policies and procedures.
- Actively promote the Academy, attend meetings and events as required and liaise with outside agencies to support the delivery of the school's aims.
- Maintain a presence around the Academy site to ensure that the highest standards of behaviour are upheld, supporting and contributing to the operational needs of the school as required
- Evolve and develop personal leadership skills, contributing to and leading whole school initiatives as appropriate.

ADDITIONAL DUTIES

- To play a full part in the life of the school community, to support its distinctive ethos and to encourage staff and pupils to follow this example
- To take responsibility for a mentor group as appropriate, actively promoting the whole school and specific year group aims and objectives.
- To be aware of and comply with policies and procedures related to child protection and safeguarding, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person, and attend compulsory safeguarding training as a priority of your role
- To continue personal development as agreed
- To engage actively in the performance management process
- To undertake any other duty as specified by STPCD not mentioned in the above

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.

This job description is current at the date shown but, in consultation with you, may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.

Qualifications and Training

Essential:

- Good honours degree in English or equivalent
- PGCE or recognised teaching qualification

Desirable:

- Higher degree at Masters level or above
- Leadership qualifications

Experience & Professional Qualities

Experience

- Recent experience of teaching English and English Literature to at least GCSE or equivalent level
- An excellent knowledge of primary and secondary English curriculum developments
- Experience of involvement in extra-curricular English activities
- Evidence of the successful use of ICT within teaching, learning and strategic leadership and management
- Evidence of ability to develop positive and effective relationships with pupils, staff, governors, parents/carers and other stakeholders
- Proven record of raising standards of achievement and sustaining improvement and eliminating underachievement
- Experience of working with and effectively leading and managing staff

Professional Qualities

- High standards of literacy and the knowledge, understanding and skill to develop similar standards with staff and pupils
- An excellent communicator who is able to work effectively with pupils, parents, colleagues and outside agencies
- Ability to establish productive working relationships and work well in a team
- Evidence of ability to develop positive and effective relationships with pupils, staff, governors, parents/carers and other stakeholders
- Has excellent subject knowledge and is aware of best practice in English teaching, including effective use of AfL
- An excellent communicator, both orally and in writing
- Commitment to the promotion of equal opportunities for all
- Evidence of a commitment to the safeguarding of all young people
- Excellent knowledge of classroom skills and Teacher Standards

Experience & Professional Qualities

Personal Qualities

- Enthusiasm, resilience, energy and personal dynamism
- Approachable, friendly and patient
- Good sense of humour
- A liking and respect for young people
- Appropriate professional relationship with colleagues, parents and children
- High level of integrity, honesty and fairness
- Demonstrate personal enthusiasm for the learning process and a passion for making a difference
- High expectations of self and others
- Motivates, enthuses and inspires staff and pupils
- Is reflective – self-critical and open

Teaching & Learning

- Excellent teaching, pastoral and behaviour management skills leading to evidence of excellent pupil outcomes
- Excellent use of AfL strategies in teaching and learning within the classroom
- A personal commitment to the continuing development of teaching skills in order to have a positive impact on pupil outcomes

Leadership & Management

- Able to clearly articulate a sense of ambition and ethos
- An inspirational leader who is imaginative, creative and visionary
- Able to plan, implement and manage change to effect improvement
- Able to hold self and others to account
- Able to challenge underperformance and offer support or other action when appropriate
- The ability to lead, manage and enthuse a team to become outstanding in terms of provision and ambition to push themselves and pupils to be the best they can be
- The ability to use comparative data for benchmarking, target setting and intervention purposes
- Evidence of leading and managing whole school development
- An understanding of budgetary control and resource management

How to apply

Dates

CLOSING DATE: Monday 13th April

INTERVIEW DATES: Friday 17th April

START DATE: September 2026

We reserve the right to close this advert prior to the publicised closing date if we receive a high volume of suitable applications. Applications will be reviewed as received so please apply early to avoid disappointment!

If you are passionate about Head of English and meet the person specification we invite you to apply for this exciting opportunity via
https://ce0976li.webitrent.com/ce0976li_webrecruitment/wrd/run/etrec179gf.open?WVID=612290007I&LANG=USA&VACANCY_ID=4502111jSm

To find out even more, have an informal discussion or arrange a visit to the Trust, please contact the Trust's HR Team via hrhub2@anglianlearning.org.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks. Therefore, all posts within the Trust are subject to robust pre-employment checks including but not limited to an enhanced Disclosure and Barring Service check

This job entails work that is considered regulated activity i.e. work which involves regular close and unsupervised contact with children or vulnerable adults. As such additional pre-employment checks will be required and communicated to the successful candidate at the offer stage.

This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: www.anglianlearning.org.

We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Should you require reasonable adjustments to support your participation in an Anglian Learning recruitment campaign please do not hesitate to get in contact as we are happy to discuss your requirements.'

Flexible working, including part-time hours and job shares, will be considered for all Anglian Learning roles with the exception of where this is not compatible with the business needs. Should you be interested in flexible working please indicate this on your application.

Privacy Notice for Job Applicants - <https://anglianlearning.org/information/data-protection-policies/>

Please note the photo(s) of pupils attached to this notice were used under the legal ground of consent, for the purpose of preparing publications that promote the schools.



Get in touch

Anglian Learning
Lode Road
Bottisham
Cambridge
CB25 9DL

PHONE: 01223 340340

EMAIL: hr@anglianlearning.org

WEBSITE: www.anglianlearning.org

SOCIAL MEDIA:

