



Head of English - Required Easter 2023
Leadership Scale L3 to L7 (£46,778 to £51,725)

Dear Sir / Madam,

Thank you for your interest in our Head of English vacancy, I do hope that the information within this pack is sufficient. We are seeking to appoint an inspirational Teacher to join and lead our English team. Our English department is an outstanding and experienced team who are a huge part of our success as a school.

The Market Bosworth School is incredibly proud of its students and staff. We have excellent academic standards and work hard to create a safe and enjoyable learning environment for all. We have been recognised as an "Outstanding" school by Ofsted 3 times, in 2009, 2012 and 2018. We are one of just 18 secondary schools nationally to be named as a Lead school for the DfE Behaviour Hub programme, helping others develop a positive culture via school to school support.

This is an exciting time for The Market Bosworth School, as we build on our now established GCSE achievements of the last 6 years. For the last 3 years of published results, we have been the highest attaining school in Leicestershire. In 2022, 50% of all students gained a GCSE grade 9 to 7 in English and our overall school P8 progress score was +0.96.

We are ideally placed for commuting from a wide area, being situated about twenty minutes from Leicester in the rural and picturesque village of Market Bosworth. Whilst the majority of our staff live within Leicestershire, we have a number who commute daily from Warwickshire, Derbyshire, and Staffordshire.

We welcome and encourage visitors to school. Please feel free to contact Katie Reynolds on 01455 290251 or kreynolds@tmbs.org.uk for an informal tour, or more information should you wish. The closing date for applications is Monday 28th November (9am). Interviews will take place on Friday 2nd December.

Applications are encouraged via email where possible. Please include a covering letter, application form and completed equal opportunities form.

Thank you

Stuart Wilson
Principal

Thank you for your application; I do appreciate the time and effort taken.

Assistant Principals: John Slattery, Emma Ferreri, Gary Marshall. **Academy Business Director:** Bianca Farrell



Background to Post: Head of English

The Market Bosworth School is incredibly successful; a fantastic place to teach and learn. English, in particular, plays a huge part in that success.

The department consists of seven dedicated teachers, who provide inspiring and engaging lessons and are determined to nurture and develop a love of English and give our students every opportunity to succeed. Each teacher has their own classroom within the English corridor.

During their time at The Market Bosworth School, students have seven, one hour English lessons across their two-week timetable at KS3. Currently, students are taught in mixed-ability tutor groups in Year 7, before being set into ability-based groups for the remainder of KS3. For KS4, this is increased to 9 lessons each fortnight, where they follow the Eduqas exam board specifications at GCSE. Staff have ownership over their own group at each year group, with no shared classes for full-time members of staff.

The department is incredibly inclusive: students of all year groups study the same texts, with quality first teaching used to enable all students to be able to access and succeed in their learning. In the last two years, we have introduced new set texts for Year 7 and Year 8 to reflect the changing nature of society and to engage students in wider social issues through the medium of the novel. Furthermore, the department actively tries to link the contents of their schemes of learning to students' wider interests, including links to careers and the wider labour market, to engage and inspire all students. 100% of our students study both English Language and English Literature at GCSE. Students who require extra support at KS4 can benefit from 5 additional lessons a fortnight with an English specialist. Schemes of work are carefully planned and reflected on annually to ensure that they are inspiring, up-to-date and are suitable for the full ability range across the key stages, cumulatively building on key skills from Year 7 so that students develop into confident and independent learners as they enter Key Stage 4.

The school Library is adjacent to the English department and used throughout KS3 & KS4, including a once-fortnightly library lesson, where students can choose new reading material during lesson time. Teachers also have sole access to a full-class set of department Google Chromebooks and ICT rooms, which the department use to enrich the delivery of the curriculum.

Professional development is a strong focus in English and staff are encouraged to take every opportunity to attend courses. Our aim is to enhance the teaching and learning for the whole department, share best practice and continually develop as professionals. On many occasions, the practice of the English department has been highlighted at a whole-school level, with members of the team delivering whole-school training, including in areas of reading, literacy across the curriculum and marking and feedback. Additionally, the department benefit from a number of Eduqas trained examiners, across both Language and Literature, who lead moderation training within the department to support accurate assessment at Key Stage 4.

The department take every opportunity to enrich the curriculum for students; they hold a number of lunchtime and afterschool sessions to support learning and have arranged a wide range of enrichment activities, including author visits, theatre performances and debating competitions.

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School Overview

The Market Bosworth School is a wonderful place for students to learn and an inspirational school to work within.

Our most recent Outstanding report was in March 2018, during an unexpected monitoring inspection where it was confirmed that *"You have maintained an outstanding quality of education in all aspects of the School"*.

Academic GCSE achievement and progress has consistently been within the top 10% of all schools since we first converted from a 11-14 school to an 11-16 school in 2014. Our most recent 2022 results place us within the top 1% of all schools nationally on key government measures. Whilst our academic results have always been exceptional, it is our commitment to the wider curriculum and personal development that we are most proud of.

Currently, we have 830 students and approximately 105 staff. Our rural and pleasant village setting belies our mixed comprehensive intake. Only a very small proportion (approximately 60) of our students live in Market Bosworth, reflecting the older age demographic of the village itself. Other students travel up to 10 miles from a wide and diverse geographical area, including around 100 from Leicester City. In September 2022, we welcomed students from 29 different Primary Schools, with just 7 being our official "catchment" feeders.



Deprivation factors that influence our students are mixed due to that wide geographical intake, but many face issues that would not be expected given our school's location. For example, nearly a quarter of our students live in the worst national category (out of 10) for the "housing and services" deprivation measure. This is 6 times the Leicestershire average. The villages that feed into the school range from larger villages such as Newbold Verdon, Ibstock and Desford, to smaller communities such as Witherley and Sheepy Magna

"Pupils are polite, well-mannered and respectful. Low-level disruption in lessons is extremely rare. Pupils' behaviour around school is exemplary." - Ofsted 2018

"You have maintained an outstanding quality of education in all aspects of the school. You are aspirational for pupils' success and hold the interests of pupils at the heart of all that you do. You have shared your very high expectations of staff and pupils. This has created a culture where everyone works collaboratively to reach them." - Ofsted 2018

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Station Road Market Bosworth Warwickshire CV13 0JT

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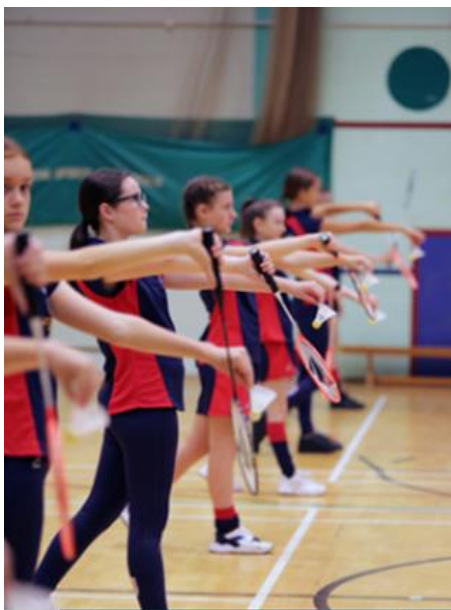


Our Mission

"Educating with care to encourage success for all."

Our Vision

- The Market Bosworth School is committed to providing the skills and knowledge that will allow learning to be part of a lifelong process, ensuring our students grow into ambitious young adults who are excited about the world around them.
- We are committed to raising standards for all our students, promoting the highest possible achievements, regardless of background or ability.
- We strive to educate with care to enable all students to realise their full potential, both academically and socially.
- We aim to work with students, staff, parents and the community to provide a safe and happy learning environment.



We set Strategic Aims each year that support our Mission and Vision. They form the basis of our annual School Improvement Plan and Self Evaluation where necessary.

We place great emphasis upon developing the whole person through the breadth, balance, and range of our curricular and extra-curricular experiences. Extra-curricular activities include residential trips to Le Touquet, Normandy, Berlin and Bormio (Skiing).

Curriculum enrichment has included debating competitions, sports festivals, vocational visits and theatre visits, alongside day trips to The Skills Show, The National Space Centre, Oxford University and The Big Bang Science Fair.

"The curriculum provides ample opportunities for pupils to develop their understanding of fundamental British values. They understand diversity and recognise that others may hold values that differ from their own. Pupils are provided with opportunities to develop leadership skills, for example as peer mentors. Pupils enjoy and appreciate these roles. The curriculum ensures that pupils understand how to keep themselves safe in a variety of situations." Ofsted 2018

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Head of English - Job description

Job Title: Head of English

Grade: Leadership Scale L3 to L7 (£46,778 to £51,725)

Line Manager: Gary Marshall - Assistant Principal.

This job description comprises of two parts:

Part A: Job Description for Subject Leader

Part B: Job Description for Subject Teacher – (all teaching staff)

Part A: Job Description for Subject Leader

Core Subject Leader Purpose:

To provide the highest level of subject leadership and management by thinking strategically and critically, thereby inspiring, challenging, motivating and empowering others in line with the ethos, values and vision for the school.

To continually improve the standards of their department to excellence.

Accountable For:

All staff working within Curriculum Area, including those who work in a “cross curricular” capacity.

Main Subject Leader Duties and Responsibilities:

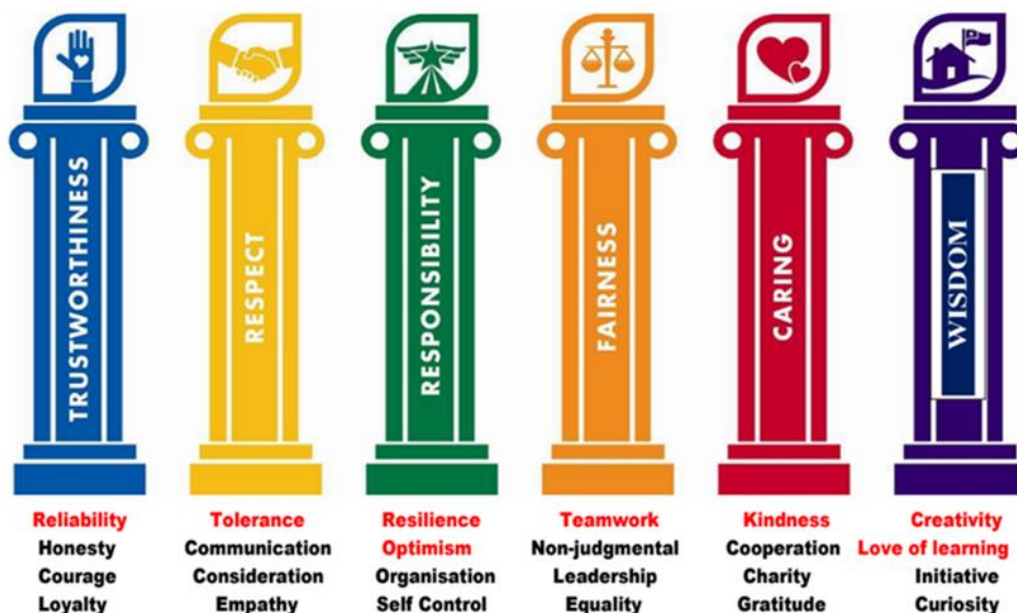
1. Ensure that appropriate schemes of work and teaching/ learning/ assessment strategies are in place for all year groups and being followed by colleagues.
2. Ensure that there is a robust and enriching curriculum, with seamless progression between years and key stages.
3. Ensure that appropriate assessment opportunities are detailed in Schemes of Work and that data is regularly reviewed to ensure outstanding student progress.
4. Take a lead in establishing / maintaining high standards of behaviour in classes within the department using the school's rewards and sanctions policy.
5. Set work for absent colleagues when necessary.
6. Monitor and evaluate the work of the department to make judgements on student progress and use these judgements to inform departmental teaching / learning strategies, target setting etc (monitoring to include lesson observation, work sampling, data analysis etc).
7. Attend all meetings relevant to the job purpose and convene departmental meetings in line with school calendar.

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8. Take a measure of responsibility for departmental teaching rooms with a view to creating an environment which stimulates student learning.
9. Deploy departmental budgets in a way most likely to meet the job purpose.
10. Take responsibility for the day to day management of Health and Safety within the department.
11. Involve parents as appropriate in the progress made by their child in the subject(s) for which you are responsible.
12. Ensure the departmental website / marketing information is kept relevant and up to date.
13. Keep abreast of educational developments in your subject and consider their benefits for students.
14. Devise a Departmental Improvement Plan that supports the School Improvement Plan.
15. Develop yourself and colleagues professionally. This may include a contribution to ITT.
16. Advise the Principal as required. Assist, when required, in the appointment of staff.
17. Fully engage with the School Monitoring, Evaluation and Review programme (MER).
18. Produce and regularly update departmental documentation and evidence of success.
19. Be aware of the issue of work/ life balance with respect to staff for whom you have a measure of responsibility.
20. As a Subject Leader contribute to leadership and management issues outside your department area, with particular regard to cross curricular success.
21. Such other duties/ responsibilities as may from time to time be reasonably required.

TMBS Six Pillars of Character Education



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Part B: Job Description for Subject Teacher – (all teaching staff)

Planning, Teaching and Class management

To teach allocated students by planning their teaching to achieve progression of learning through:

- Practical hands on tasks to build skills and understanding of the subject.
- Identifying clear teaching objectives and specifying how they will be taught and assessed in clear written lesson plans.
- Setting tasks which engage and challenge students and ensure high levels of interest, making use of the facilities available.
- Setting appropriate and demanding expectations. Clear behaviour management strategies which ensure a safe working environment for all pupils.
- Setting clear targets, building on prior attainment.
- Identifying key student groups such as SEN, FSM or gifted and talented students.
- Providing clear structures for lessons maintaining pace, motivation and challenge.
- Making effective use of assessment and ensure coverage of national curriculum and programmes of study and KS4 courses.
- Ensuring effective teaching and best use of available time.
- Monitoring and intervention to ensure sound learning and discipline.
- Setting and assessing appropriate and challenging homework.
- Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary.
- Use effective questioning, listen carefully to students, give attention to errors and misconceptions.
- Select appropriate learning resources and develop study skills through the library, ICT facilities and other resources.
- Implement the school's Rewards and Sanctions Policy.
- Ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Evaluating their own teaching critically to improve effectiveness by building on good practice.

Monitoring, Assessment, Recording, Reporting – To:

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor students' work and set targets for progress.
- Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the levels at which the pupil is achieving.
- Prepare and present informative verbal and written reports to parents according to school reporting procedures.

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As a Form Tutor To:

- Carry out registration duties using SIMS and other school procedures.
- Ensure the school ethos and rules are supported on a day-to-day basis.
- Establish and maintain regular contact with home.
- Liaise with other staff about behaviour issues (Pastoral leaders, Behaviour Team, all staff via briefing etc)
- Support the whole school policy of rewards and sanctions.
- Discipline students at form tutor level, using the further support structures where necessary.
- Plan and deliver tutorial work during tutor time where directed.
- Deal with attendance and punctuality issues on a day to day basis, referring to the further support structures where needed.
- Mentor and assist students in reviewing achievement and recognising ways to improve, preparing for yearly 1 to 1 meeting with students.
- Monitor pupil progress as part of a wider staff team.
- Check students' uniform and discipline or refer where appropriate.
- Communicate key school messages to students and parents.

Other professional requirements – To:

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the school, promoting their use at all times.
- Establish effective working relationships with all school stakeholders and set a good example through their presentation and personal and professional conduct.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
- Take responsibility for their own professional development and duties in relation to school policies and practices.
- Liaise effectively with support staff and governors.
- Take on any additional responsibilities which might from time to time be determined.
- Contribute to the ethos of the school as a caring, supportive institution where an Outstanding education for all is the goal.
- Be aware of Health and Safety issues linked to their teaching area, including fire exit procedures.
- Liaise with HOD / Pastoral leader or other line manager if applicable to undertake reasonable duties/tasks allocated.



Principal: Stuart Wilson
Vice Principal: David Beckitt

Dignity at work:

- To show, at all times, a personal commitment to treating all students and colleagues in a fair and respectful way, which gives positive regard to people's differences and individuality (for example, their age, gender, ethnicity, sexual orientation, disability or religion) and assist in ensuring equal access to education opportunities for everyone.



This position is subject to the current conditions of employment for class teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the National Teacher Standards 2012 and other current legislation.

Further to the detail in this job description, the post holder will undertake any further duties / tasks as directed by the Principal to ensure the school carries out its responsibility to all students. This Job Description may be amended at any time following discussion / review with the Principal.

SIGNED _____

Principal

SIGNED

Post holder

DATE _____

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Person Specification – Head of English

| | Essential | Desirable |
|---------------------------------|--|--|
| 1. Qualification | Qualified teacher. Relevant subject degree. | Evidence of further qualifications. Middle leadership qualification / relevant CPD |
| 2. Experience | Experience of teaching across the ability range. Confident in the use of data to monitor and support department development. Comfortable with students and children age 11-16 Creative and imaginative. | Experience of teaching KS3 & KS4. Evidence of successful line management. Evidence of further professional development. Evidence of developing and enhancing Schemes of Work. |
| 3. Students | The ability to inspire and motivate young people. Willingness to contribute to the pastoral development of students. | A willingness to get involved in extra curricular activities. |
| 4. Teaching and Learning | An understanding of what makes outstanding teaching and learning for all students. The ability to support the teaching and learning of others. | The ability to plan and support cross curricular English development. |
| 5. Relationships | Evidence that the candidate has had successful experience of working with staff and parents and students. Evidence of building successful working relationships as part of a team. | Evidence that the candidate has successful experience of wider stakeholders such as Ofsted, Governors, LA. |
| 6. Policy and Practice | A willingness to be involved in whole school development. A willingness to promote and implement whole school policy | Examples of involvement in turning policy into practice |
| 7. Communications | Outstanding communication skills that can be implemented with the whole school community. | High level IT skills |
| 8. Personal attributes | Imagination Resilience Tolerance Humour Enthusiasm | |

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Safeguarding

We are committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to behave in such a way that supports this commitment. The recruitment process is robust in seeking to establish the commitment of candidates to support the school's measures to safeguard children and to identify, deter or reject people who might pose a risk of harm to children or are otherwise unsuited to work with them. As this post is required to work in "Regulated Activity" an enhanced DBS with a Barred list check is essential. It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children (KCSIE 2022).

Shortlisted candidates will be asked to complete a self-declaration of their criminal record or information that would make them unsuitable to work with children. All applications will be considered on their merit and the post will be offered subject to satisfactory pre-employment checks. Please see the school website for further information regarding safeguarding.

https://www.tmbs.leics.sch.uk/docs/policies/Child_Protection_policy.pdf

Data Protection

Should you be unsuccessful with your application, the school will confidentially destroy your application form after six months of its submission. If you are successful in your application, this information will be kept securely as part of your personal employment record.

References

Applicants must provide the details of two referees. One reference should be from your current employer or if unemployed, your last employer. Where possible, references should be from separate sources and not from the same organisation or employer. All referees should have known you for at least one year or more and cannot be from a spouse, partner, friend or relation or from someone with whom you live. The school will contact referees for verification. Please ensure that you have permission to provide their details on the application form and note that references will be sought prior to interview for all shortlisted candidates.

Equal Opportunities

We are determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justified.

Application details and Interview dates:

Closing date: Monday 28th November (9am)

Interviews to take place: Friday 2nd December

Please complete an application form and send this, together with a covering letter to:

**Stuart Wilson, Principal,
The Market Bosworth School,
Station Road,
Market Bosworth,
Leicestershire. CV13 0JT**

Applications are preferred via email to office@tmbs.leics.sch.uk

If posting via royal mail please ensure you add sufficient postage for your application.

For further information, please contact Katie Reynolds, PA to Principal, on 01455 290251

Assistant Principals: John Slattery, Emma Ferreri, Gary Marshall. **Academy Business Director:** Bianca Farrell



Job advert:

Head of English - Required Easter 2023
Leadership Scale L3 to L7 (£46,778 to £51,725)

The Market Bosworth School is seeking to appoint an inspirational and outstanding teacher to lead our English team. The successful candidate will play a vital role in the success of the school and will be integral to our future development.

The Market Bosworth School is very proud of its students and staff. We have excellent academic standards and work hard to create a safe and enjoyable learning environment for all. We have been recognised as an "Outstanding" school by Ofsted 3 times in 2009, 2012 and most recently 2018, where inspectors commented "A sense of care and nurture permeates the school".

Our English department is incredibly strong, helping our students achieve amazing results. In the last year of published results an incredible 96% of students gained English GCSE at grades 4 to 9, achieving an overall English progress score of +0.88.

For further details, including pay and hours, please visit www.tmbs.leics.sch.uk

The Market Bosworth School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo appropriate child protection screening, including checks with past employers and the Disclosure and Barring Service.

Closing date: Monday 28th November (9am)

Interviews to take place: Friday 2nd December

Contact: Stuart Wilson, Principal, The Market Bosworth School, Station Road, Market Bosworth, Leicestershire. CV13 0JT, Telephone No. 01455 290251

"Relationships between pupils and staff are extremely positive. Pastoral support is very strong. Teachers know pupils well as individuals which means they are able to meet their needs. Pupils recognise that their teachers want them to do well and feel supported in all aspects of their life at school. A sense of care and nurture permeates the school." - Ofsted 2018

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