



LEAD PRACTITIONER OF ENGLISH

RECRUITMENT PACK





Thank you for your interest in a career with The Futures Trust. We hope that this recruitment pack provides you with all the information you need to start your journey with us.

The Futures Trust is a growing Trust with four primary schools and five secondary schools located in Coventry, Warwickshire and Leicestershire. We have 8,000 pupils in our schools and over 1,000 colleagues work for the Trust supporting our school community.

The Trust is committed to building brighter futures for everyone. This commitment is underpinned by 3 clear values:

1. Students first

Teachers and leaders totally focused upon the educational benefit of our students.

2. It's about learning

Students, teachers and leaders focused upon developing and improving their learning.

3. No barriers

No excuses, only support to ensure student, teachers and leaders maximise their achievement.

It is an exciting time to join the Trust. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn and grow.

If you join The Futures Trust team, you will be part of a professional learning community totally focussed upon learning and dedicated to ensuring learners achieve their potential and build their own bright future. We look forward to hearing from you.



COUNDON COURT SCHOOL



Coundon Court School is a thriving school that is committed to Building Brighter Futures for all of its students.

A crucial part of Building Brighter Futures is providing a high-quality educational experience delivered through an academic curriculum and an exceptional programme of enriching experiences. At Coundon, we drive everything we do through our 3 core principles: Hard Work, Kindness and Respect. We are looking to expand our team of dedicated professionals who excel in their field.

Chris Heal, Principal

JOB TITLE:	LEAD PRACTITIONER OF ENGLISH
OPPORTUNITY:	We are seeking to appoint an excellent Lead Practitioner of English. An ambitious and innovative individual who has the ability to lead and deliver is more important than experience.
REPORTING TO:	Head of English
LOCATION:	Based at Coundon Court School with a requirement to travel to work at or for schools in the Trust
SALARY:	LP2 to LP6
BENEFITS:	<ul style="list-style-type: none">• Competitive rates of pay• Extensive professional development opportunities across the Trust• Career pathways across the Trust• Teacher/Local Authority Pension Schemes• Online retail discount• Employee Assistance Programme• Family Friendly policies to support family & carer commitments• Flexible Working Arrangements

The Futures Trust is committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

JOB DESCRIPTION



Job Purpose:

1. Lead on raising attainment, provision and quality assurance within the allocated subject teams through intervention in raising the quality of teaching and learning.
2. Support the planning and delivery of department and whole school training programme to ensure all staff perform commensurate to appraisal and career stage expectation.
3. Give honest feedback to staff for their development and as part of quality assurance.
4. To undertake any professional duties of the Principal or Deputy Principal as reasonably delegated by the Principal.

**aspects are subject to annual review with the Principal and can be adjusted in light of an individual candidates strengths, leadership team interest, professional development needs and school need. The post will also carry other key leadership and management responsibilities as determined by the school's development plan.*

Responsibilities:

Whole School Leadership:

1. Contribute to the strategic formulation, development, implementation and quality assurance of academy policy and development planning.
2. Contribute to the review and updating of the whole school SEF- with a focus on SEF 2 learning and teaching.
3. Assist in the implementation of all academy policies and procedures where appropriate, for example Equal Opportunities, Health and Safety, etc.
4. Lead /participate in Learning Walks and Lesson Observations as directed by the Deputy Principal.
5. Line manage a small group of staff (both in and out of faculty) and lead appropriate teams/working groups related to improving learning and teaching.
6. Support in the delivery of whole academy events/functions as appropriate.
7. Participate in the induction of new staff.
8. Contribute to the development of effective subject links with partner schools / academies and the community, attend liaison events and effectively promote subjects at Open Days/Evenings and other events in the wider community.
9. Actively promote the development of effective links with external agencies.
10. Maintain 'leading edge' knowledge through reading, INSET, research and other relevant development opportunities to inform own practice, demonstrating impact in teaching and on students' learning.

Leading Staff – Teaching and Learning Quality Assurance:

1. Support Learning Walks and Lesson Observation systems ensuring appropriate dissemination of information to the Leadership Team.
2. Observe colleagues teaching (through performance management arrangements and/or subject monitoring) and provide evaluative feedback on their teaching strategies.
3. Ensure that feedback from lesson observation, work scrutiny, planning reviews and analysis of assessment data is appropriately reflected in teachers' planning.
4. Support learning team leaders in the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies to ensure they support learning effectively.
5. Support the planning and delivery of the school's annual training plan for all staff and the deployment of teachers, support staff and other adults to ensure their effective contribution to students' learning.

Leading Staff – coordinate and deliver “requires improvement” and good to outstanding planning to enable all staff to meet performance expectations commensurate to experience:

1. Support in the planning and delivery of “requires improvement” programmes for targeted staff.
2. Support the development of staff through coaching, mentoring etc. as to ensure they progress to a standard commensurate to their experience.
3. Ensure that feedback from lesson observation, work scrutiny and analysis of assessment data is appropriately reflected in teachers' planning.
4. Observe colleagues teaching (through performance management arrangements and/or subject monitoring) and provide evaluative feedback on their teaching strategies.

Leading Staff – Line Management:

1. Support learning team leaders in working to ensure that the school's priorities are addressed in the separate subject teams forward planning frameworks and schemes of work. These must be formulated to assist in the planning of at least good lessons.
2. Support learning team leaders to ensure that short, medium and long term curriculum plans exist and that these cover statutory and best practice requirements and take account of future developments.
3. Support learning team leaders in the development of the subject SEF and to ensure that this informs team member professional development.

Other professional requirements:

1. Take responsibility for a range of curricular events that ensure students have real chances to experience a full range of learning opportunities, beyond the subject classroom.
2. Establish and maintain effective working relationships within the wider team and also with other colleagues and clients / partners of the school.

3. To help lead the development of digital learning within the subject teams.
4. To be responsible for continuous professional development of yourself and each subject's team members.
5. Participate as required in meetings with colleagues in respect of the posts duties and responsibilities.
6. Any other duties and responsibilities within the range of the salary grade.

Professional Characteristics:

1. Create a climate which enables staff to develop, challenge and support each other.
2. Mentor and coach staff and students to develop confidence and maintain positive attitudes.
3. Communicate effectively and with professional integrity within and beyond the school community.
4. Provide a positive role model for students and teachers and for other aspiring leaders and managers.
5. Encourage students' motivation and enthusiasm in the school, developing positive responses to challenge and high expectations.
6. Identify own personal and professional development needs and achieve own challenging professional objectives.
7. Build and maintain effective teamwork with high expectations of outcomes.

All duties and responsibilities must be carried out with due regard to the School's Health and Safety Policy.

Post holders will be accountable for carrying out all duties and responsibilities with due regard to the School's Equal Opportunities Policy.

Duties which include the processing of any personal data must be undertaken within the School's data protection guidelines.



PERSON SPECIFICATION

	Requirements	Measured By
Education and Qualifications	<ul style="list-style-type: none"> • Must have QTS (Qualified Teacher Status). • Substantial experience of working in the secondary sector. • First degree or Certificate of Education. • Evidence of further professional development 	Application Form Certificates
Skills & Abilities	<ul style="list-style-type: none"> • The ability to establish and maintain relationships with staff and work as a member of a team. • The ability to handle potentially difficult situations sensitively. • The ability to communicate effectively, both orally and in written form. • The ability to meet deadlines. • The ability to teach the subject effectively across all age and ability ranges. • A commitment to comprehensive education. • A willingness to contribute to subject, faculty and whole school developments. • An understanding of the importance of the teacher as a role model for young people. • A commitment to put into effect the school's policies and priorities. • Ability to use ICT to support planning, delivery and administration through use of standard ICT packages. • A willingness to see beyond the subject specific boundary and flexibility to teach beyond the subject specialism. 	Application form Interview
Experience	<ul style="list-style-type: none"> • Working in secondary education • Delivering improved outcomes for learners • Successfully building and maintaining collaborative relationships with parents, carers, partners and the wider community 	Application form Interview
Knowledge & Understanding	<ul style="list-style-type: none"> • Up to date knowledge of the subject National Curriculum at all stages in terms of knowledge, skills and understanding expected within the National Curriculum programmes of study • Knowledge of assessment, recording and reporting of pupils' progress and achievements in the subject and of the role of assessment for learning in ensuring student progress. • Knowledge of how students learn and are motivated in order to provide for the individual needs of all students, including those with special educational needs and the Gifted and Talented. • An understanding of the importance of the teacher as a role model for young people. • Knowledge of equal opportunities and anti-discriminatory practice in the context of the 	Application form Interview

	<p>school community and of relevant strategies required to remove barriers to learning.</p> <ul style="list-style-type: none"> • Knowledge of subject specific health and safety requirements. • An understanding of the importance of wider key skills / functional skills delivery within the subject area and also of the importance of learning competences in supporting subject attainment. 	
Other Requirements	<ul style="list-style-type: none"> • High expectations of personal performance and of students' achievement. • A belief that schools can deliver high equity and "make a difference" • A commitment to continuous learning • A desire to deliver outstanding performance from the subject team and as a team • Evidence of involvement in INSET activities both as participant and facilitator 	



HOW TO APPLY

CLOSING DATE:	Friday 4 October 2024
INTERVIEWS:	W/C Monday 7 October 2024

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team on tel: 02477 102134.

To apply for this post, please download an application form from [HERE](#) and return to recruitmentadmin@thefuturestrust.org.uk

On application please read the following policies found [HERE](#)

- Coundon Court Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants

The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.

