

The Deanery CE Academy Recruitment Pack

Lead Practitioner – English





The Deanery CE Academy

Peglars Way

Wichelstowe

Swindon

SN1 7DA

Tel 01793 23 66 11

Dear Colleague,

Post: Lead Practitioner – English

Thank you for your interest in this post at The Deanery CE Academy.

This is an exciting and unique opportunity to join a free school on its journey, as we plan for and enter our fourth year.

High standards are central to our vision, whether in student behaviour, quality of teaching, aspiration or achievement. We will broaden our students' horizons and help them find and develop their individual talent through a rich variety of cultural experiences and an exciting and challenging enrichment programme. Above all, The Deanery CE Academy will show our students and their families that we care, and that we believe that every student in our school has the right to leave with the skills, qualifications and values to become confident, successful and positive contributors to a future they will have the power and responsibility to shape.

The cornerstones of our vision are:

- To explore, develop and deepen the engagement of students with their own personal faith in order that they may have life in all its fullness;
- To inspire a life-long love of learning, independent thought and the courage to think and act differently;
- For each student to receive a truly personalised learning experience, enabling them to achieve their highest academic potential, and to have the confidence to follow their aspirations;
- To develop a strong sense of responsibility to the community and to improve the quality of the local environment for its residents;
- To provide excellent pastoral care, by supporting every student in their learning with skilled mentoring to develop the best understanding of students' strengths passions and purpose.

Our Christian ethos is at the centre of our distinctiveness and success. We believe that daily worship helps us get our priorities right; weekly tutor worship is compulsory and to begin with staff lead this; weekly assemblies tend to be traditional with singing and prayers. The role of the tutor will be key, and teachers are expected to be tutors.

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This is an amazing time to join the academy and be part of the most privileged and exciting journey. If you are looking for a blend of established good practice, a supportive environment, effective team-building opportunities and interesting new challenges then please do consider applying. This will prove to be an ideal post for a proactive, intelligent, hardworking team player with a passion to ensure that education of the highest standard can help all students become fully alive and flourish as individuals. The role will provide plenty of opportunities for personal development and responsibility and could be an ideal step towards further leadership opportunities.

The closing date for receipt of application forms is as advertised. When providing details of your referees you must include their e-mail address – we usually call for references to aid our shortlisting process, so please make sure they are aware of this. We will be reviewing all applications as they are received so please don't delay in sending your applications to us.

We will inform you in good time if you have been selected for interview. If you have not heard from us 1 month after the closing date, please assume that your application has been unsuccessful on this occasion. Due to the large number of applications we have received for our posts we are unable to provide feedback on unsuccessful applications. I would like to thank you for your interest in this post and if you do decide to apply, I look forward to reading your application.

I look forward to receiving your application.

Yours sincerely,

Mr Peter Scutt
Headteacher

Lead Practitioner – English - Permanent, Full Time

Paid on Leadership Scale (L2 – L6)

Reporting to : Assistant Headteacher

Responsible for: Teachers

We are looking for an experienced teacher to join our team and lead on the improvement of English teaching skills through modelling high-quality teaching, coaching and training other members of staff.

This is an exciting time to be joining The Deanery CE Academy; we opened in September 2019. Our academy will continue to grow over the next years, where we will eventually have an 11-19 mixed comprehensive with 1500 amazing students, supportive parents and an excellent staff.

This Deanery CE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 and the successful applicant will be expected to undertake an enhanced Criminal Disclosure.

We welcome applicants regardless of age, gender, ethnicity or religion.

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Job Title: Lead Practitioner – English

Grade: L2 - L6

Reports To: Senior Leadership Team / Assistant Headteacher

In addition to the main responsibilities of a Teacher of English, the Lead Practitioner has the responsibilities set out below.

MAIN PURPOSE

Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).

Raise standards of student attainment and achievement within the whole curriculum area and monitor and support student progress.

Be accountable for student progress and development within the subject area.

Develop and enhance the teaching practice of others.

Develop and enhance a varied enrichment programme.

Ensure the provision of an appropriately broad, balanced, relevant, differentiated and cost-effective curriculum for students studying in the faculty, in accordance with the school's aims and curricular policies.

Be accountable for leading, managing and developing the subject/curriculum area.

Manage effectively and deploy teaching/support staff, financial and physical resources within the faculty to support the designated curriculum portfolio.

MAIN DUTIES AND RESPONSIBILITIES

1. Model consistently high-quality teaching and be able to demonstrate excellent practice to others
2. Produce high-quality teaching materials that support excellent practice
3. Prepare and deliver training courses across the academy to improve teachers' practice
4. Support with teachers' professional development and appraisal through carrying out lesson observations, providing feedback and implementing strategies to improve practice
5. Provide mentoring/coaching to individual teachers' in need of 1-to-1 support to improve their practice
6. Use data to identify individuals or groups that need further teaching support and develop and implement strategies to raise the quality of teaching
7. Use data to identify individuals or groups of learners that need targeted support, and develop and implement strategies to raise achievement
8. Set challenging and ambitious targets for learners on interventions and update parents on progress
9. Promote strategies which support differentiation, inclusion and positive behaviour

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MONITORING AND EVALUATION

1. Co-ordinate and carry out monitoring and evaluation activities to improve teaching and learning, including work scrutinies, lesson observations, learning walks etc
2. Use systems to analyse data from monitoring and evaluation, and use insights to inform strategies and plans for teacher development
3. Support with self-evaluation and academy improvement planning across the campus

PROFESSIONAL DEVELOPMENT

1. Lead on researching best practice and keeping up-to-date with the latest developments
2. Share knowledge with staff and offer support to implement the research into their own practice
3. Inform staff about the latest innovations in intervention strategies
4. Lead on identifying high quality CPD programmes to improve quality of teaching and learning
5. Take part in the academy's appraisal procedures
6. Take part in further training and development in order to improve own practice
7. Where appropriate, take part in the appraisal and professional development of others

MANAGEMENT OF STAFF AND RESOURCES

1. Direct and supervise support staff assigned to them, and where appropriate, other teachers
2. Contribute to the recruitment and professional development of other teachers and support staff
3. Deploy resources delegated to them

ADDITIONAL DUTIES AND RESPONSIBILITIES

1. To undertake the normal responsibilities of a classroom teacher.
2. To carry out learning walks and observations, as arranged by the Senior Leadership Team.
3. Play a major role under the overall direction of the Headteacher in formulating and reviewing the Academy Development Plan and its objectives by:
 - Writing, updating and establishing policies and protocols through which they shall be achieved;
 - Leading and managing staff and resources to that end;
 - Monitoring progress towards their achievement.
4. To be support with the line management and performance appraisal of staff both teaching and support staff in the English Department
5. To participate in the recruitment and development of teaching and non-teaching staff of the Academy;
6. To contribute to good leadership and management practice, by ensuring positive staff participation, effective communication and procedures;
7. To participate in arrangements for the appraisal of the performance of teaching staff;
8. The provision of professional advice and support and the identification of training needs.
9. Hold staff to account for their professional conduct and practice

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10. Quality assure rigorously the work of others

CLASS TEACHER RESPONSIBILITIES:

1. To undertake such duties as their respective Line Manager may determine as reasonably falling within the role;
2. To undertake whole Academy duties as may be reasonably determined by the Headteacher;
3. To carry out the duties of a teacher as set out in the current Teachers' Standards Document;
4. To differentiate each learning task to ensure all learners within a group make progress in every lesson, liaising with Learning Support Assistants as necessary;
5. To regularly assess student's work, give appropriate feedback (formative and summative) and use student data to plan differentiated tasks in lessons and homework;
6. Ensure every student knows the progress they have made and understands how to progress further;
7. To be an exemplary role model in terms of dress, punctuality and attendance;
8. To attend and participate in Parent and Open Evenings as required;
9. To uphold the Academy's Behaviour Policy and Uniform Code;
10. To participate in staff training, INSET and Professional Development opportunities;
11. Ensure that the learning environment is attractive, tidy, safe and conducive to student learning and model a paperless environment where possible;
12. To adhere to the Academy policies regarding Health and Safety, ICT usage and educational visits/trips;
13. To provide cover for staff in line with the 'Rarely Cover Agreement';
14. Ensure student work books are exemplary

The Deanery CE Academy is committed to safeguarding the welfare of all children and young people and expects all staff to share this commitment.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line managers of discussion and consultation

The responsibilities of this job description may be subject to annual review, subject to the normal processes

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Skills and Abilities	Essential	Desirable	Assessed by
The ability to train staff effectively and work with other professionals and Agencies	✓		Interview
Have excellent communication skills (written, oral and presentations)	✓		Application & interview
Ability to model well planned, organised and innovative lessons for the phase	✓		Demonstration lesson Interview
Proficiency in the use of ICT and the software programmes used in schools		✓	Application
The ability to lead, model and manage positive behaviour and good order through a positive and nurturing approach.	✓		Application, interview, & demonstration lesson
The ability to manage phase information and data for purposes of recording, monitoring, evaluation and reporting	✓		Application and interview
Displays commitment to the protection and safeguarding of children and young people	✓		Application and interview
Knowledge			
Knowledge of the National Curriculum	✓		Application and interview
Knowledge of effective teaching and learning strategies	✓		Application and interview
Knowledge of the barriers to learning that learners may face	✓		Application and interview
Able to use systems and to conduct analysis and produce reports	✓		Application and interview
Tailoring plans and interventions to individual learners	✓		Application and interview
An excellent understanding of how children learn	✓		Application and interview
Knowledge of effective behaviour management strategies	✓		Application and interview
Ability to adapt teaching to meet learners' needs	✓		Application and interview
Ability to build effective working relationships with learners	✓		Application and interview
Ability to establish curriculum development, assessment and co-ordination	✓		Application and interview

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Knowledge of guidance and requirements around safeguarding children	✓		Application and interview
Good ICT skills, particularly using ICT to support learning	✓		Application and interview
Qualifications and Experience			
Qualified Teacher Status	✓		Evidence of qualification

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Honours Degree or equivalent	✓		Application
NPQML / NPQSL		✓	Application
Successful teaching experience or a recognised Fast Track progression route	✓		Application
Experience of planning and delivering interventions for learners	✓		Application and interview
Experience of supporting colleagues to develop	✓		Application and interview
Experience of Delivering Training		✓	Application and interview
Post threshold teacher status		✓	Application
Evidence of continuing professional development	✓		Application
Personal Qualities			
A commitment to getting the best outcomes for all learners and promoting the ethos and values of the academy	✓		Application and interview
High expectations for children's attainment and progress	✓		Application and interview
Ability to work under pressure and prioritise effectively	✓		Application and interview
Commitment to maintaining confidentiality at all times	✓		Application and interview
Commitment to safeguarding and equality	✓		Application and interview

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