

SHEVINGTON HIGH SCHOOL

Life is What You Make It!



Senior Curriculum Leader - English

Application Pack



Ofsted 2026

"Staff enjoy coming to work here."

"They are positive about the support leaders provide to reduce their workload and improve their wellbeing."

"They appreciate the highly individualised professional learning they receive. This helps them to continually improve."

"Leaders, staff and pupils share the view that Shevington includes everyone. This ethos runs through every strand of school life."

Message from the Headteacher

Many thanks for your interest in this post and in joining Shevington High School. I hope the information in this pack gives you a clear sense of who we are, what we value and what it is like to work as part of our school community.

Shevington High School is a successful, popular, and ambitious 11-16 community school located in the village of Shevington, just three miles from Wigan town centre and only minutes from the M6 motorway. We are smaller than the average secondary school, which allows us to know our pupils well, build strong relationships and create a genuine sense of community. The school is oversubscribed, with strong demand for places.

Over recent years, Shevington has continued to grow and improve. There has been significant investment in the school, alongside a clear focus on raising standards, strengthening teaching, and learning, and ensuring that every pupil is supported to succeed. We are proud of the progress the school has made and remain ambitious for what comes next.

Shevington is a thriving and vibrant school with a clear commitment to inclusion, high expectations and continual improvement. We work hard as one team to support pupils from a wide range of starting points, helping them to achieve well academically and develop the confidence, character and skills they need for the future.

At the heart of our approach is the belief that pupils should be active participants in their own learning. We place student agency at the centre of school life through high-quality teaching, personalised support and a curriculum that is carefully planned, ambitious and responsive to pupils' needs. Our work in this area has been shaped over several years through our partnership with Kunskapsskolan Schools in Sweden, and we are proud to be recognised as a KED-inspired school.

We also have a well-established digital strategy that supports learning across the curriculum. Pupils use digital devices and Google Classroom to enhance their learning, develop independence and build the skills they will need in an increasingly digital world.

A distinctive feature of life at Shevington is our coaching programme. We see coaching as central to personalised learning and to helping pupils take ownership of their progress. Pupils meet regularly in small coaching groups, where they are supported to set goals, reflect on their learning, and develop the habits needed to become confident, independent and successful young people.

Shevington High School is a school with a strong sense of direction, a committed staff team and a deep belief in the potential of every pupil. If you share our values and are excited by the opportunity to contribute to the next stage of our journey, I would be delighted to receive your application.

Senior Curriculum Leader - English

Salary: **Leadership Spine – L4-8**

Required from: January 2027

Closing date: Tuesday 13th October 2026 at 12 noon

We are looking to appoint an ambitious, enthusiastic and highly effective Senior Curriculum Leader to lead our successful English Department. English is at the heart of our curriculum at Shevington High School and we are looking for an exceptional teacher and developing or experienced leader who shares our ambition to provide an excellent experience for every student and secure consistently strong outcomes.

This is an exciting opportunity for an English teacher with leadership experience who is ready to take the next step in their career, as well as for a more experienced leader looking for a new challenge. We are interested in appointing the right person and would welcome applications from candidates at different stages of their leadership journey who can demonstrate the potential, ambition and character to lead a large and important curriculum area successfully.

The successful candidate will provide clear strategic leadership for English across KS3 and KS4, ensuring that our curriculum is ambitious, well sequenced and delivered consistently well. They will have strong subject expertise and the ability to build on existing strengths while identifying and addressing areas for further development.

Our English curriculum is well established and comprehensively resourced, with detailed schemes of work, lesson materials and knowledge organisers in place. We are looking for a leader who will ensure that these are used effectively while continuing to develop the curriculum in response to the needs of our students. The successful candidate will work closely with members of the department to develop teaching practice, maintain high expectations and ensure that all students, including those who are disadvantaged or have SEND, are supported to achieve ambitious outcomes.

The Senior Curriculum Leader will play an important role within the wider leadership of the school. We want someone who understands that successful curriculum leadership is about more than examination outcomes: it is about building a strong team, developing others, creating a culture of high expectations and ensuring that the quality of students' experiences in English is consistently high.

We are seeking someone who is:

- An excellent English teacher with strong subject and curriculum knowledge and the potential to be an exceptional curriculum leader.
- An ambitious leader who has high expectations for students and colleagues and is committed to securing consistently high-quality teaching and strong outcomes.
- A reflective and strategic professional who can evaluate the quality and impact of provision and translate this into clear priorities for improvement.

- Someone who can develop, support and challenge colleagues, building a strong and collaborative departmental culture.
- A positive and influential leader who is keen to contribute to the wider leadership and development of the school.
- Key responsibilities include:
 - Providing strategic leadership for English across KS3 and KS4, ensuring an ambitious, coherent and effectively implemented curriculum.
 - Leading and developing the English team to secure consistently high-quality teaching and learning.
 - Using assessment, quality assurance and outcomes information effectively to identify priorities, evaluate impact and reduce variation between classes and groups of students.
 - Ensuring that all students, particularly disadvantaged students and those with SEND, are supported to make strong progress and achieve ambitious outcomes.
 - Contributing to the wider strategic leadership and continued development of teaching, curriculum and standards across Shevington High School.

This is an excellent opportunity for an ambitious English teacher and leader to take responsibility for a high-profile curriculum area and make a significant contribution to the continued development of Shevington High School. For the right candidate, this could represent an exciting next step into significant curriculum leadership, with the opportunity to develop further as a leader within a supportive school.

Above all, we are seeking someone with the right character, values and commitment to lead others successfully and make a genuine contribution to our school community and to the lives of the young people we serve.

Further information about the role, including the full range of responsibilities and the skills and experience required, can be found in the job description and person specification below..

Salary & Benefits

In return, we offer:

- Children of staff are included as one of the priorities on our admissions criteria for those wishing to support an application for their child to the school.
- Induction for all new staff
- Commitment to employee Health and Wellbeing including dedicated Employee Assistance Programme
- Rewards and Recognition Scheme
- Cycle to Work Scheme
- Dedicated Staff Wellbeing team and School Workload Charter

The school reserves the right to interview and appoint this position ahead of any advised application closing date should an appropriate candidate be found. Therefore, it is advisable to submit applications as early as possible.

As part of our safer recruitment procedures, an online search will be undertaken on shortlisted candidates in accordance with Keeping Children Safe in Education (KCSIE) 2026.

**Applications to be returned to Mrs L Thompson via email at
ltompson@shevingtonhigh.org.uk
or returned to the School Office for the attention of Mrs L Thompson.**

Leadership Spine – Senior Curriculum Leader - English Job Description

Job purpose:	• Under the reasonable direction of the Headteacher, carry out the professional duties of a teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD). • To strategically lead and manage the English department in school. • Help to formulate and review the aims and objectives of the school. • Provide leadership to ensure high quality education for all and improved standards of learning and achievement. • Manage staff and resources. • Ensure provision of an appropriately broad, balanced, relevant and adaptive curriculum for students, in accordance with the school's aims and curricular policies. • Establish policies to promote high standards. • Monitor and evaluate the progress of policies. • Strategic development of policy and provision in line with most recent legislation, and liaison with the Governors including reports on progress and provision. • Monitor and support the overall progress and development of students, within your appointed area and evaluate the effectiveness of their learning in order to guide future intervention and strategy.
Reporting to:	Headteacher and SLT
Liaising with:	Headteacher, SLT, teachers, support staff, LA representatives, external agencies and parent/carers
Responsible for - Staff	Line management of staff members of curriculum area.
Salary:	Leadership spine L4-L8
Working Hours	Full time as specified within the STPCD
Disclosure Level:	Enhanced

Teaching

- Undertake an appropriate programme of teaching in accordance with duties of a teacher.
- Support staff by ensuring that all those involved have the information necessary to secure improvements in teaching and learning.
- Promote teamwork and motivate staff to ensure constructive working relationships.
- Engage actively in the performance management review process and act as reviewer.
- Take responsibility for own professional development, including time management issues.
- Support the Senior leadership Team in ensuring that professional duties and conditions of employment of teachers and support staff are fulfilled.

Curriculum Provision & Development

- Lead the process of curriculum development and change to ensure the curriculum area provides a range of teaching complementing school's strategic objectives and continued relevance to the needs of students, examining and awarding bodies.
- Assist the Headteacher and SLT in leading and managing the creation, and implementation of a strategic plan for securing school improvement which identifies priorities and targets to ensure students achieve high standards and make progress.
- Be accountable for the development and delivery of the subject(s) within the faculty/curriculum area.
- Keep up to date with national developments, teaching practices and methodology, sharing this good practice within the faculty/curriculum area.
- Create and maintain a climate to secure strong teaching, effective learning, high standards of achievement, good behaviour and enable teachers and other staff to meet standards within the curriculum area and other identified subjects.
- Support Headteacher and SLT in determining, organising and implementing the faculty/curriculum areas assessment as well as monitoring and evaluating them.
- Monitor and evaluate the quality of teaching and standards achieved by all students, within delegated areas and meet challenging and realistic targets for improvement.
- Ensure that the principles of care, guidance and support are there to impact on pupil attainment, inclusion, spiritual, moral, social and cultural development.

Staffing

- Be responsible for the efficient and effective deployment and day-to-day management of staff within the curriculum area and act as a positive role model.
- Support staff by ensuring that all those involved have the information necessary to secure improvements in teaching and learning.
- Engage actively in the performance management review process and act as a reviewer, in line with school policy.
- Lead, support and co-ordinate the provision of high-quality professional development, drawing on other sources of expertise as appropriate.
- Support the Headteacher and Deputy Headteacher in ensuring that trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed in relation to the standards for QTS and Induction.
- Participate in the interview process for posts when required and ensure effective induction of new staff in line with the school's policy.

Strategic/Operational Planning

- Assist the Headteacher in leading and managing the creation and implementation of a strategic plan for securing school improvement which identifies priorities and targets for ensuring that students achieve high standards and make progress.
- Support the Headteacher in ensuring that students have access to a broad, balanced and relevant curriculum, which contributes to their development and provides appropriate preparation for adult life.
- Lead by example, provide inspiration and motivation, vision and purpose in line with the aims of the school.
- Lead and manage strategically the curriculum area, developing teaching, learning and assessment strategies/improvement plan and its implementation.
- Create a positive ethos and provide educational vision and direction, which secures effective teaching, successful learning, achievement by students and sustained improvement in their development.
- Develop, implement and review the school's policies appropriate to the delegated areas of responsibility.
- Ensure that effective systems are in place to meet the needs of the students and that they are co-ordinated, monitored, evaluated and reviewed.
- Support the Headteacher and Senior Leadership team in ensuring that all those involved in the school are committed to its aims and are accountable in meeting objectives and targets which secure the educational success of the school.
- Analyse and interpret relevant data, research and inspection evidence to inform the Headteacher, Governors and other audiences.
- Provide information, objective advice and support to the Headteacher and Governing Body.
- Lead the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the faculty/curriculum area.
- Responsible for the day-to-day leadership and management, control and operation of course provision with the faculty/curriculum area, including effective deployment of staff and physical resources.
- Monitor and analyse the assessment, recording and reporting of progress, development and attainment of students, by all teachers in the faculty/curriculum area and to keep records as required.
- Identify underperforming students and to ensure that appropriate intervention is planned, delivered, monitored and evaluated.

Quality Assurance

- Support the Headteacher and SLT in monitoring, evaluating and reviewing the effects of policies, priorities and targets of the school in practice, and take action as necessary.
- Assist the Headteacher in monitoring, evaluating and reviewing the effects of the school improvement plan to secure progress and school improvement.
- Support the Headteacher and SLT in developing, implementing and reviewing the monitoring and evaluation of the curriculum in line with agreed school procedures including evaluation against quality standards and performance criteria.
- Implement effective quality procedures and to ensure adherence to those as delegated by the Headteacher.
- Contribute to the school procedures for lesson observation.
- Think creatively and imaginatively to anticipate and solve problems, identify opportunities, and implement modification and improvement where required.

- Work with the Deputy/Assistant Head to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- Assist in the evaluation of and effectiveness of teaching and learning and use the analysis to guide further improvement.
- Be responsible for the efficient and effective deployment of staff within your area of remit.
- Make appropriate arrangements for classes when staff are absent, liaising with the Cover Supervisor/relevant staff to secure appropriate cover within the faculty/curriculum area.
- Establish the process of the setting of targets within the faculty and to work towards their achievement.
- Establish common standards of practice and develop the effectiveness of teaching and learning styles within the faculty/curriculum area.
- Produce reports within the quality assurance cycle.
- Contribute to the school procedures for Staff Appraisal.
- Seek/implement modification and improvement where required.

Management

- Seek and use national, local and school data, Ofsted evidence and research findings in professional and school development.
- Provide information to support the school's Self-evaluation and School Improvement Plans.
- Make use of analysis and evaluation of performance and examination data to inform practice.
- Ensure and monitor the use of comparative data about students' prior attainment, to establish benchmarks and set targets for improvement.
- Identify and take appropriate action on issues arising from data, systems and reports and review the progress on the action taken.
- Provide the Headteacher and the Governing Body with information relating to delegated areas of responsibility concerning to performance and developments.
- Produce and present appropriate reports for the various audiences e.g., the Governing Body, external agencies, relating to the curriculum area performance and development.
- Ensure the maintenance of accurate and up-to-date information concerning students within your area of remit on the management information system.
- Identify access arrangements for examination entries liaising with the SENCO and Exams Officer and provide support where necessary.
- Complete the relevant documentation to assist in the tracking of students and use information to inform teaching and learning.
- Identify and take appropriate action on issues arising from data, systems and reports, setting deadlines where necessary and reviewing progress on the action taken.

Communication and Liaison

- Develop and maintain effective partnerships between parents and the school's staff to promote learning and provide information.
- Contribute to the development of effective links with the community.
- Contribute and participate in liaison events such as parent's evenings, review days and link events with partner schools.
- Ensure that all members of the faculty/curriculum areas are familiar with its aims and objectives.
- Ensure effective communication/consultation as appropriate with the parents/carers of students.

- Liaise with partner schools, higher education, industry, examination boards, awarding bodies and other relevant external bodies.
- Lead the development of effective subject links with partner schools (secondary and primary) and the community, promoting subjects effectively at liaison events in school, partner schools and the wider community.

Management of Resources

- Manage the available resources of space, staff, money and equipment efficiently within the limits, guidelines and procedures laid down, including deploying the faculty/curriculum budget, acting as a cost centre holder, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records.
- Identify and ensure the provision of staff and resource requirements to meet the needs of students with your area of remit.
- Advise the Headteacher and the leadership team and SBM of likely priorities for expenditure.
- Allocate resources to meet the objectives of the school to maximise students' achievements and ensure value for money.
- Organise and co-ordinate the deployment of learning resources (inc. ICT) and monitor their effectiveness.
- Maintain existing resources and explore opportunities to develop or incorporate new resources from sources inside and outside the school.
- Co-operate with other areas/faculties to ensure a sharing and effective usage of resources to the benefit of the school and the students.

Pastoral System

- Monitor student attendance together with students' progress and performance in relation to targets set for each individual, ensuring that follow-up procedures are adhered to, and that appropriate action is taken where necessary.
- Ensure the implementation of the behaviour management policy so that effective learning can take place.
- Support the Headteacher and Senior Leadership Team in ensuring that effective mentoring systems are in place to support student progress and achievement.
- Lead, implement and review the Behaviour Policy so that effective learning can take place.

School Ethos

- Play a full part in the life of the school community, supporting its distinctive mission and encouraging staff and students to follow this example.
- Support the school in meeting its legal requirements for worship.
- Promote actively the school's corporate policies.
- Comply with the school's health and safety policy and undertake risk assessments as appropriate.

Signatures

Whilst every effort has been made to articulate 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.

Employees are expected to be courteous to colleagues and provide a welcoming environment.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below, but following consultation may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Leadership Spine – Senior Curriculum Leader - English Person specification

Selection Criteria	Essential	Source Source A = Application I = Interview R = References T = Task/Observati on
Qualifications		
Qualified Teacher status with a good honours subject degree	✓	A
Evidence of continued personal and professional development	✓	A
Experience		
Recent experience of working with students across the secondary age range incl GCSE	✓	A R
Evidence of securing strong outcomes and/or improving students' attainment and progress	✓	A R I
Experience of contributing to curriculum development and improvement	✓	A I
Evidence of making a positive contribution to the development of colleagues, a team or wider school improvement	✓	A R I
Leadership		
Ability and potential to provide clear, ambitious and effective leadership of a large curriculum area	✓	A I T
Ability to establish clear priorities, translate these into effective action and evaluate their impact	✓	A I T
Ability to lead, motivate, support and challenge colleagues to secure consistently high standards	✓	A R I
Ability to build a positive and collaborative team culture while maintaining high expectations and accountability	✓	A R I
Ability to identify and reduce variation in the quality of teaching and outcomes across classes and groups of students	✓	A I T
Ability to use assessment, quality assurance and performance information effectively to identify priorities and evaluate impact	✓	A I T
Ability to contribute effectively to wider school leadership and improvement beyond the department	✓	A I
Knowledge and Skills		

A passion for learning and an outstanding teacher	✓	A R I
An excellent classroom practitioner with strong English subject, curriculum and pedagogical knowledge	✓	A R I T
Ability to articulate and lead an ambitious vision for English which aligns with the school's strategic priorities	✓	A I
Strong understanding of curriculum design, sequencing, assessment and effective teaching	✓	A I T
Strong understanding of how curriculum, teaching and intervention can improve outcomes for disadvantaged students and students with SEND	✓	A I
Understanding of current educational developments and relevant statutory requirements	✓	A I
Ability to communicate effectively and influence a range of audiences, including students, staff and parents	✓	A R I
Ability to use digital technology effectively to support teaching, curriculum and leadership	✓	A I
Corporate Responsibility		
Commitment to comply with the school's policies	✓	A R
Commitment to continue personal development in relevant area	✓	A
Commitment to participate in the staff review and development process	✓	A R
Commitment to raising standards for all staff and students	✓	A I
Commitment to equal opportunities and inclusion	✓	A I
Commitment to participation in the full life of the school	✓	A
Personal Qualities		
Tact and a sense of humour	✓	I
Resilience	✓	R I
Deal sensitively with people and resolve conflicts	✓	R I
Ability to get the best out of people	✓	R I
High levels of motivation and commitment	✓	A R I
Ability to work under pressure and meet deadlines	✓	A R I
Achieve challenging professional goals	✓	A
Demonstrates the character, values and commitment to make a positive contribution to the school community	✓	A R I
Application		
Accurate completion of school application form	✓	A
Letter which addresses person specification, evidence in letter and application	✓	A
Technically accurate in terms of spelling, punctuation and grammar	✓	A
Legally entitled to work in the UK	✓	A

Safeguarding Statement

The school is committed to safeguarding and promoting the welfare of children and young people. All staff are expected to share this commitment and to comply with the school's safeguarding

policies and procedures. The successful applicant will be subject to the appropriate pre-employment and safer recruitment checks, including an Enhanced DBS check where applicable.

Review of Job Description

This job description is not exhaustive and may be reviewed and amended in consultation with the postholder to reflect the changing needs and priorities of the school. The postholder may be required to undertake other reasonable duties commensurate with the grade and nature of the post.