Shevington High School

Senior Curriculum Leader English

Application Pack

Through our values and personalised approach to learning we expect students to achieve the highest academic excellence, recognise opportunities, have a positive view of challenges and dare to think in new ways - to be creative - and realise that “life is what I make it !”

Life is what you make it!

Ofsted 2022

“Leaders and governors are ambitious for all pupils. They have a clear vision for the school. They have been innovative in how pupils make use of information technology in their learning.”

Life is what you make it!

WELCOME TO OUR SCHOOL

Many thanks for your interest in this post. We hope you find the enclosed information useful in making a decision about your application to join Shevington High School. Shevington High School is a growing, successful and popular high school. Over the last few years, the school has seen significant investment and improvement in all areas of the school.

Shevington High School is a popular 11-16 community school located in the village of Shevington. We are 3 miles from Wigan town centre and mere minutes from the M6 motorway. The school is smaller than the average size secondary school. We have 178 students in all years and are currently oversubscribed with a waiting list in Year 7.

Shevington is a thriving and vibrant school. We work incredibly hard as a team to support pupils to make excellent progress in their learning from their varied starting points on entry. The school has celebrated very good examination results over recent years and we pride ourselves on our constant drive for improvement.

We pride ourselves at Shevington in that we put the student at the centre of learning through the delivery of high quality teaching which enables all of our pupils to learn effectively. The school has a clear and well-articulated vision and intent for the curriculum and pedagogical approach in school, grounded on current research and methodologies nationally and internationally. This is drawn from the work we have been doing over the last 9 years on Student Agency in Learning in conjunction with Kunskapsskolan Schools (Sweden) for which we have been recognised as a KED inspired school.

The school has a robust teaching and learning strategy incorporating digital devices and using Google Classroom to enhance student learning. A distinct part of student life at Shevington High School is coaching. We see coaching as the key to personalised learning and putting students at the centre of their learning. Students attend coaching in groups of 4-5 students once a week. In the coaching session the students are encouraged to set weekly learning goals and reflect on progress made.

Senior Curriculum Leader English

Required from: September 2026

Salary: Leadership L4-L8

Closing date: Tuesday 24th March (12 noon)

Interviews: TBC

Shevington High School is a successful and popular 11–16 community school, built upon our core values of **respect, inclusion, aspiration and kindness**. We are proud of our welcoming ethos, our ambitious curriculum and the strong relationships we foster between staff and pupils.

Shevington High School is looking to appoint a passionate and driven Senior Curriculum Leader in English to play a lead role in the continual development and improvement of our English department. The role has become available as a result of the promotion of the post-holder, so this also represents an expansion of the team. The successful candidate will be an ambitious person and possess the ability to motivate colleagues. We are seeking someone who has a student centric approach, has high aspirations for all students and builds strong relationships with students, parents and outside agencies. The successful candidate will have experience of delivering an engaging and relevant curriculum and will have a passion for student enrichment.

As a dedicated and inspirational Senior Curriculum Leader in English, you will be instrumental in developing the vision for the faculty, as well as leading the English department. You will have the opportunity to shape curriculum design, develop the practice and pedagogy of others. If you have excellent subject knowledge and are passionate about English, if you are reflective in your approach to teaching and leading, if you want to make a lasting impact on students and believe that all students have the capability to succeed, we would love to hear from you.

About the English Department

Our English Department is a collaborative, reflective and forward-thinking team committed to ensuring that every pupil makes excellent progress from their individual starting points. The team works incredibly hard to both support and challenge our pupils, and we are proud of the strong examination outcomes we have achieved in recent years. In 2025, the department achieved its highest ever GCSE results which are a testament to the hard work and commitment of the team in supporting all pupils to continually excel.

As strong advocates of the school's digital strategy, we believes that thoughtful and creative use of technology enhances learning, broadens access to the curriculum and equips pupils with the skills they need for life beyond the classroom. Our digital approach fosters collaborative planning across the department, supports staff in managing workload effectively, and enables a range of pedagogical approaches from explicit instruction and retrieval practice to adaptive teaching and independent learning. By embedding digital tools purposefully within our teaching, we support academic success in English while also preparing students confidently for their future pathways.

As a team, we are passionate about inspiring a genuine love of reading, writing and literature. We strive not only for academic success, but for pupils to leave us as confident, articulate communicators equipped with the literacy skills they will need for life beyond Shevington High School. Many of our pupils continue their study of English at post-16, reflecting the strong foundations developed during their time with us.

The Successful Candidate Will:

- Demonstrate excellent subject knowledge and a strong passion for English, alongside a clear vision for high-quality teaching and learning within the department.
- Provide inspirational leadership to the English team, fostering a collaborative culture focused on continuous improvement and high expectations for all pupils.
- Lead the development of an ambitious, engaging and inclusive English curriculum that enables all students to make excellent progress from their starting points.
- Monitor and evaluate teaching, learning and assessment within the department, using data and research-informed practice to drive improvement and raise standards.
- Support, challenge and develop colleagues through coaching, collaboration and professional development opportunities.
- Champion the school's approach to digital learning and shared planning, ensuring technology is used thoughtfully to enhance teaching and learning.
- Build positive relationships with students, staff, parents and the wider community, promoting a love of reading, writing and literature.
- Uphold and model the school's values of respect, inclusion, aspiration and kindness, contributing fully to the life of the school.

Why Join Shevington High School?

- A supportive and collaborative Middle Leadership Team and the opportunity to work alongside the other Senior Curriculum Leaders.
- A strong English team with a proven history of strong results
- A strong culture of professional development and continuous improvement, including the opportunity to gain NPQ qualifications at different levels.
- A welcoming school community where staff wellbeing is valued.
- Enthusiastic, well-mannered pupils who are keen to learn.
- The opportunity to make a real difference in a successful and ambitious school.

This is a wonderful opportunity to lead a thriving department within a school that places relationships, high standards and personal development at the heart of everything we do.

We look forward to receiving applications from candidates who are committed to excellence in English education and who share our belief that every child deserves to thrive

Job Description - Senior Curriculum Leader

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.

How to Apply

1. Read carefully all the information about this post

2. If you have any questions, please do not hesitate to telephone or email Lisa Thompson, PA to Headteacher/Office Manager on email lthompson@shevingtonhigh.org.uk.

3. Complete the application form as fully as possible. If there is insufficient room on any section of the form, please provide the additional information on a separate sheet. Please note that your application form will be photocopied for the Selection Panel, therefore clarity is essential. It is important that you do not leave any gaps in your career history – any gaps in employment should be fully explained please.

Send your completed application form by email (if downloaded from our website) to Lthompson@shevingtonhigh.org.uk or through the post to: Mrs L Thompson, Shevington High School, Shevington Lane, Shevington, Wigan, WN6 8EF