

**Subject Leader: English and Literacy**

**(L5-L9)**

**Advert closing date: 10 May 2021 at noon**

**Interviews: Thursday 13th or Friday 14th May 2021**

**Information Pack for interested candidates.**

**Contents:**

**The Angmering School**

**RRSA**

**Message from The Headteacher**

**The Advert**

**Job Description**

**Person Specification**

**FAQs**

**The Angmering School**

We hope this information pack gives you a flavour of our school and encourages you to choose us for your next successful position. Our vision is for all our students to have ambition, respect and courage to all them to achieve at The Angmering School. We can only do this if we have strong, successful and dedicated individuals like you.

We are a happy and successful school where all are committed to learning and where everyone is challenged to do their best. We believe success comes in all forms and we want our students to leave us as good citizens who are fully prepared for their next steps. Staff are vital role models for our students (and other staff).

The Angmering School is a maintained comprehensive school for students aged 11–19 years and has approximately 1,400 students, of which around 150 are in the 6th Form. Our KS3, KS4 and KS5 curriculum provides both breadth and stretch for students as they progress towards GCSE/BTEC and then post-16 courses. We are ambitious for every child and promote a Growth Mindset in order to break down any barriers to progress. In addition to the rich curriculum and great teaching we offer our students, we also provide a varied programme of activities. This enables students to follow their interests and develop a broad experience, which prepares them for adulthood.

The care we extend to all our students is epitomised by the Lavinia Norfolk Centre where students with disabilities are supported to integrate fully into the daily life of the school.

Our staff are our key to everything; without their dedication, skills, enthusiasm and care we would not be able to achieve the students success. We look forward to you becoming a part of our team.

**Rights Respecting School Award**

We are a UNICEF Rights Respecting (Silver) Award school. Unicef works with schools in the UK to create safe and inspiring places to learn, where students are respected, their talents are nurtured and they are able to thrive.

As the journey with UNICEF Rights Respecting Schools Award continues, we have now formed our student steering and focus group. The students represent each tutor group in the school from Year 7 to Year 10 and they will be the voice and ‘driving force’ for RRSA around the school.

Many students have been involved in presenting the ‘Articles’ to their whole Year group in Assemblies, which has been a fantastic experience.

We are delighted that we have achieved the silver award and are now ambitious to move to gold.

**Message from The Headteacher**

Firstly, thankyou for your interest in this post. If you have not already done so I would encourage you to come to visit us during a normal school day so that you can find out whether working here is the right next step for you. Whilst we always have the highest expectations for our staff and students, we believe firmly that happy staff are effective staff and that being happy in your work starts with applying for the right role.

Our school values of ambition, respect and courage apply to our staff as much as they do our students. I want staff to be ambitious for themselves and others, to be courageous enough to take risks, try new things and accept failure as part of progress and to always respect themselves and others. When you do visit the school please ask to meet me (if you have time), I will be happy to answer any questions which you may have. If this is the right next step for you I look forward to receiving your application soon.

Simon Liley, Headteacher

Required for September 2021, an inspirational and innovative

**SUBJECT LEADER of English and Literacy**

**(L5-L9)**

**Currently £46,566 to £51,402**

(Full time permanent post) TMS/UPS

 *“We put children and their learning at the heart of everything we do.”*

The Angmering School is a popular 11-18 semi rural Comprehensive. We are extremely proud to be a UNICEF Rights Respecting school, actively promoting the understanding and development of the universal children’s rights outlined in the UNCRC (United Nations Convention on the Rights of the Child). These values are threaded through everything which we do within school and with our community partners.

Our core school values are *Ambition, Respect and Courage*. We embody these every day through our teaching and learning, extra-curricular activities and pastoral development program. We invest heavily in our teaching and pastoral staff to ensure that every student is able to focus on their learning each day, helping them to reduce or remove barriers to their own learning and make progress of which they can be proud.

We are extremely proud of our excellent sixth form where students’ progress and achievement have been ranked among the best in Sussex for the last few years.

What we are looking for . . .

* Someone who is passionate about English and about instilling a love for the subject amongst students and teachers.
* An inspirational and innovative Subject Leader to help lead a dynamic and supportive department.
* Someone who is committed to securing high standards of learning and teaching in order to raise academic achievement, through a focus on student progression across the key stages.
* A compassionate, dedicated teacher who can take responsibility for the rapid and continued progress of our students.
* Someone creative, who can ensure that the department’s performance at all key stages continues to grow.
* Someone who uses evidence based approaches, with a proven track record of high expectations and knowledge of effective strategies to secure good attitudes to learning and behaviour in English.
* Someone who can also take responsibility for developing and driving Literacy across the Curriculum.

What we have to offer. . .

* An inclusive and successful school, where students make good levels of progress.
* A friendly, supportive and professional team of staff.
* A commitment to provide Continuing Professional Development
* The school has a Special Support Centre for students with physical and sensory disabilities.
* Angmering has a well established CPD programme which recognises the needs of all teachers. Staff wellbeing is very important to us and our Performance Development follows a coaching model.

**Closing date:  noon on Monday 10th MAY 2021**

**Interviews: Thursday 13th or Friday 14th MAY 2021**

**Please see our website for an application form and further details. Alternatively please contact Mrs S Hemsley via 01903 778322 or** **shemsley@theangmeringschool.co.uk**

Tel. 01903 772351

e-mail recruitment@angmeringschool.co.uk

website [www.angmeringschool.co.uk](http://www.angmeringschool.co.uk/)

The Angmering school is committed to ensuring the safety and promoting the welfare of students.  The post is subject to a Criminal Records Check.  Only completion of all appropriate forms will be considered for short listing.

**Training will be given to the successful candidate.**

**Please see our website for an application form and further details.**

THE ANGMERING SCHOOL, STATION ROAD, ANGMERING, WEST SUSSEX, BN16 4HH

Tel. 01903 772351 Fax 01903 850752

e-mail recruitment@theangmeringschool.co.uk

website [www.angmeringschool.co.uk](http://www.angmeringschool.co.uk)

The Angmering School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to a Disclosure & Barring Service. **Only completion of all appropriate forms will be considered for short listing. In light of potentially high volume of applicants, you will only be contacted if successfully invited to interview.**

**JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | **Subject Leader English** |
| **Grade:** | **L5-9** |
| **Contractual Hours:** | **Full Time** |
| **Reports to:** | **Deputy Headteacher** |
| **Responsible for (staff):** | **Middle Leaders / Teaching Staff** |

**Job Purpose**

* To be responsible for the development of English within the school, and the continued improvements in outcomes for students
* To share responsibility for the school’s strategic direction and operational effectiveness, and be responsible for embedding this within English
* To lead on the development and implementation of an effective, whole school literacy and reading strategy.
* To oversee the academic and social development of all students, particularly within English
* To develop, and successfully embed, an innovative curriculum for English.
* To ensure the curriculum in English is rigorous and robust.

**Principal Responsibilities**

* To effectively manage and deploy Middle Leaders, Teaching staff, Support staff, financial and physical resources within the department to support the designated curriculum portfolio.
* To lead the implementation of an effective whole school literacy strategy.
* To lead the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching and learning strategies within English.
* Supporting staff in the department in managing and maintaining the highest quality teaching and learning
* Producing regular reports for Senior Leaders in relation to performance in English, and whole school strategies for literacy and teaching and learning.
* To collaborate as part of the School Development Team in improving students’ outcomes
* To monitor the effectiveness of a personalised curriculum for students in accordance with the aims of the school and the curricular policies determined by the Governing Body and Headteacher
* To develop and lead the effective operation of quality control systems and to monitor and evaluate English in line with agreed School procedures including evaluation against quality standards and performance criteria.
* To be accountable for performance of all students within English
* To embed high standards of behaviour for learning in every student across the school in order to secure continuous improvement in achievement and attainment
* To work collaboratively with the other Senior Leaders to raise student achievement across the School
* To identify and communicate priority areas for improvement
* To implement strategies for raising student achievement
* To identify trends and intervene as appropriate to bring about positive change
* To assist in the production of reports and reporting to parents
* To assist and advise on examination entries within English
* To regularly use national performance data to identify students at risk and to initiate and implement early intervention strategies in English
* To track student progress and evaluate the impact of actions taken to improve the quality of provision
* To lead the development of effective subject links with partner schools and the community, attendance where necessary at liaison events in partner schools and the effective promotion of English at Open Days/Evenings and other events
* To ensure that Health and Safety policies and practices, including risk assessments, throughout the curricular area are in-line with national requirements and are updated where necessary, therefore liaising with the school’s Health and Safety Manager

**Teaching and Learning**

* Use a variety of learning and teaching strategies to deliver innovative lessons to all students ensuring pace and challenge are maintained
* Plan lessons and extended learning opportunities in line with Schemes for Learning
* Ensure learning objectives and outcomes are communicated to every learner in line with school policy
* To differentiate appropriately, taking into account individual learner needs
* Make use of extended learning opportunities for use outside of school lessons
* Utilise effectively, Learning Support staff in lessons.
* Participate in and collaboratively lead on the school’s Quality Assurance Programme and its agreed framework
* Provide a positive learning climate within lessons to promote a meaningful staff – student relationship and interaction
* Adhere to the School’s Behaviour for Learning Policy and ensure implementation in everyday life at the school
* Regularly evaluate the progress of students in relation to their prior attainment and use data to inform teaching and learning
* Mark work in accordance with the school’s Marking Policy providing both formative and summative feedback on a regular basis
* To take responsibility for individual professional development and use the outcome to improve learning and teaching
* To demonstrate a thorough and up-to-date knowledge of learning and teaching taking into account wider curriculum developments, which are relevant to your work, e.g. National and Department for Education initiatives
* To be aware of the School’s Anti-bullying Policy and support students as necessary
* To maintain good order and behaviour for learning among students, with particular regard to Health and Safety, both on the school premises and when engaged in authorised activities elsewhere

**School Responsibilities**

* The Angmering School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
* To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the School’s activities
* To plan, monitor and review health and safety within areas of personal control
* To participate in the school’s Appraisal process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date
* To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues

**Additional Notes**

This job profile recognises the demands of current Pay and Conditions regulations including “Conditions of Employment of Teachers other than Head Teachers”. It also reflects the policies established by the Governors of the Angmering School.

**Frequently Answered Questions**

**Who do I contact if I have any questions?**

Please email rectuitment@theangmeringschool.co.uk and we will be happy to answer any queries.

**Can I submit a CV as the application form?**

CV’s can not be accepted on their own. The application form is used to ensure that all candidates apply on an equal platform. If you wish do submit a CV as well as your application form you can do.

**Can I arrange a tour of the school?**

Whilst we are still in the realms of the Covid-19 outbreak we would like to offer you a chance to look around our school and meet some key staff. Please contact Sarah Hemsley (shemsley@theangmeringschool.co.uk) to arrange a suitable time.

If you have any further queries please contact us and we will come back to you as soon as we can.

Thank you for reading this Information Pack and we look forward to hearing from you soon.

**The Angmering School Team**