



## Batley Multi Academy Trust

Batley Girls' High School  
Upper Batley High School  
Healey Junior, Infant and Nursery School  
Field Lane Junior, Infant and Nursery School  
Batley Grammar School

[www.batleymat.co.uk](http://www.batleymat.co.uk)



**Ensuring Exceptional Educational Outcomes For All**



BATLEY GIRLS'  
HIGH SCHOOL  
VISUAL ARTS COLLEGE

<b>Title of Post:</b> Teacher of English	<b>Salary:</b> ECT/MPS/UPR
<b>Department:</b> English	<b>School:</b> Batley Girls' High School

### **Overall Purpose of the Job:**

We are seeking to appoint a talented teacher to join our English department. The successful applicant will be a student centred and collaborative practitioner. The post offers excellent opportunities for a committed teacher with good knowledge of the English curriculum offered at Key Stage 3 and 4.

### **Key Duties and Responsibilities:**

- 1 Promote the overall aims, objectives and policies of the department as outlined in the relevant handbook and schemes of work;
- 2 Help students to think critically, to communicate effectively and to be responsive to the ideas of others;
- 3 Encourage students to develop their own ideas and to be responsible for their own learning;
- 4 Be aware of the potential and individual needs of students, ensure that students know these too and set appropriate learning targets and activities;
- 5 Recognise the need to promote links across the curriculum where appropriate.

### **Other duties:**

- 1 Prepare lessons thoroughly and undertake assessment and evaluation as necessary; use this knowledge of students' work to inform teaching;
- 2 Keep appropriate records, write reports and attend Parents' Evenings;
- 3 Attend team meetings and INSET meetings;

- 4 Contribute to schemes of work by sharing ideas, preparing shared material, updating existing material and assuming responsibility for interpreting aims and objectives;
- 5 Be aware of the requirements of public examinations and prepare students for them;
- 6 Ease students through transition points;
- 7 Use a wide variety of teaching strategies in order to personalise learning;
- 8 Ensure that professional development is a continuing process; in addition to keeping up-to-date with developments in the specialist subject and wider curriculum skills, e.g. computer literacy;
- 9 To take a register of students' attendance at all lessons;
- 10 Be aware of and adhere to standards of health and safety;
- 11 Promote and actively support the School's responsibilities towards safeguarding.

#### **Additional Information**

- Undertake any such duties commensurate with the post as directed by the Headteacher/Line Manager/wider SLT
- As part of the wider duties and responsibilities, the teacher is expected to promote and actively support the school's responsibilities towards safeguarding.
- A good knowledge and understanding of the Data Protection Act 2018 and a willingness and commitment to ensure compliance of this and any associated data-related legislation.
- Develop and maintain an awareness of mental health issues affecting both colleagues and students and act in a supportive way that helps others and enables them to be open about any issues affecting them.

Criteria		Essential/ Desirable	How Assessed
<b>Education and Qualifications:</b>	Degree or equivalent qualification in English	E	A/I
	Qualified Teacher Status	E	
	Commitment to further professional development	E	
<b>Experience:</b>	Experience of teaching English in a Secondary School up to Key Stage 4.	E	
	Experience of monitoring and mentoring students	E	
	Experience with examination coursework at Key Stage 4.	E	
<b>General and Special Skills and Knowledge:</b>	Excellent classroom practitioner	E	A/I
	Ability to use ICT for teaching and administrative purposes	E	
	Ability to relate to, and motivate, students.	E	
	Enthusiasm for the subject	E	
	Excellent communication skills	E	

<b>Additional Factors:</b>	Commitment to a policy of Equal Opportunities	E	A/I
	A commitment to raising achievement across the whole age and ability range	E	
	Energy, commitment and innovation	E	

**Characteristics of the post:**

The employment checks required of this post are:

- Evidence of entitlement to work in the UK
- Evidence of essential qualifications (QTS)
- Two satisfactory references
- Evidence of a satisfactory safeguarding check e.g. an Enhanced Disclosure and Barring Service Check for Regulated Activity
- Confirmation of medical fitness for employment as required
- Registration with appropriate bodies (where applicable)

**Date Completed:** May 2022

**Signature of Teacher:**

**Date:**

**This is a description of the job as it exists at present; All Trust Job Specifications are reviewed and are liable to variation in consultation with the post-holder in order to reflect future developments, roles and organisational change.**

**Please make sure that you can demonstrate your ability to meet the requirements of the job by giving clear, concise examples of how you meet each criterion on our application form.**

**We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled candidates. We have tried to do this, but if you have a disability and identify any barriers in the job specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.**

**Where criteria are to be identified through the "Selection Process", this may involve written exercises, group discussions, presentations, interview, etc.**