

Teacher of English Application Pack



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THE
COTSWOLD
SCHOOL

Creating Brilliant Futures

Welcome from Will Morgan, Headteacher

Thank you for your interest in this post.

Based in the stunning village of Bourton-on-the-Water, Gloucestershire, The Cotswold School has earned an 'Outstanding' reputation as a popular and successful 11-18 comprehensive academy.

Please watch our video, Welcome to The Cotswold School, to find out more from teachers and students about what makes our school an inclusive, ambitious and happy place to learn.

I am proud to lead an incredible team of staff, who go the extra mile to provide our students with an inspiring



education, fully equipping them for their future lives. The values of friendship and knowledge, symbolised on our badge, underpin all our learning and development activities and ensure that the wellbeing of our students and staff is also cared for.

At the heart of our school ethos is a commitment to excellent teaching and aspiration, which drives progress and attainment. Our students thrive academically and also personally, with opportunities to take part in musical performances and a huge range of extra-curricular clubs; writing competitions and debates; community fundraising; student leadership; and careers events.

We have an inspiring and caring school community, which includes families, local businesses, our staff, PTA and, of course, our students. Why not have a look at our website News pages, to see how we have found ways to support ourselves and others and develop our learning and talents?

Successful candidates who are shortlisted for an interview will be contacted by email or phone.

I look forward to hearing from you.

Will Morgan
Headteacher

Job advert

Role: Teacher of English

Contract: Permanent, Full Time

Pay: MPS/UPS

Start Date: 1st September 2025

Closing Date: Wednesday 15th January, 9am

This is an exciting time to join The Cotswold School. We are a forward thinking 11-18 department looking to provide a knowledge rich curriculum that improves the life chances of every student. Housed in a brand new, state of the art building the English department is looking for teacher who can inspire the students to appreciate the subject and its application.

This is an exciting opportunity for a highly talented ECT or experienced teacher, who wishes to make a real impact in this “truly exceptional school” where “behaviour is outstanding” (Ofsted).

WE ARE LOOKING FOR:

- An excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice
- A passionate English practitioner able to consistently motivate and inspire students, whilst delivering a strong curriculum
- A strong team player with a clear understanding of current and future curriculum developments
- A committed teacher with high standards of professional conduct and expectations of students

WE CAN OFFER YOU:

- The opportunity to be part of a dedicated team within a caring school environment
- Opportunities for professional development
- Option to join a pension scheme with generous employee discount
- Employee benefits including an Employee Assistance Programme & Cycle to Work scheme
- A commitment to staff wellbeing
- Free onsite parking including electric car charging points

The candidate will contribute to the safeguarding and promotion of the welfare and personal care of the children and young people with regard to the Keeping Children safe in Education (KCSIE) guidelines and Area Child Protection Procedures.

The Cotswold School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, Governors, visitors and volunteers, to share the same commitment. This position is subject to an Enhanced DBS check.

Department Information

The English department consists of a committed team of 12 specialists all of whom teach across the age and ability range. The department is housed in a brand new, state-of-the-art building at the heart of the school; vibrant, welcoming with a media suite and a conference room.

All the English rooms are equipped with interactive whiteboards and visualisers, which are used by English staff in their lessons in wide ranging and imaginative ways.

In Key Stage 3, students study a broad range of texts and media units and are given the opportunity to exhibit and present their work in a wide variety of different forms. Lessons are active and varied, following sequences designed to foreground retention of knowledge.

In Key Stage 4, the department delivers both AQA English Language and Literature specifications. Results are strong against both local and national measures. We currently teach in setted classes for this key stage, providing all students with challenging and engaging lessons.

At A level we currently offer the AQA B syllabus for English Literature and take up is very healthy, with two groups in each year. We also offer AQA English Language A level and this is equally popular. All A level groups have two teachers and results are consistently excellent. We also offer Media Studies A Level and have a suite of new computers to facilitate this.

A Level students participate in many trips, including lecture days on Othello and trips to the Cheltenham Literature Festival. Our Year 13 subject ambassadors also lead the BBC Young Reporter's club which we encourage key stage 3 students to participate in. There is also a popular debating club in Years 12 and 13.

The department also offers an exciting program of extra-curricular activities including book groups at all Key Stages and a vibrant creative writing group. We regularly enter students' work in national writing and poetry competitions. Extracurricular activities are something that the department value highly and we seek to provide the essential knowledge that all pupils need to be educated citizens, introducing them to the best that has been thought and said and helping to engender an appreciation of human creativity and achievement.

English is a popular, high achieving and dynamic subject, and department at The Cotswold School.

Job description

Job title: Teacher

Responsible to: Governors, Headteacher, Head of Department

This appointment is subject to the current conditions of employment contained in the School Teachers' Pay and Conditions Document, other current educational and employment legislation and Teachers' Standards.

Job purpose:

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

To be an effective professional who demonstrates through curriculum knowledge, can teach and assess effectively, takes responsibility for professional development and ensures progress and positive outcomes for all students.

To promote the ethos of the school, Friendship and Knowledge, and engage with annual School Priorities.

Duties and Responsibilities:

To plan and deliver well-structured lessons in line with the school's curriculum and teaching schedule, setting goals that stretch and challenge students of all backgrounds and abilities within a safe and stimulating environment.

To support students to make the best possible progress through the use of a variety of teaching, learning and other support strategies, taking responsibility for their outcomes and planning teaching to build on prior knowledge and understanding.

To ensure that teaching is adapted to respond to the strengths and needs of all students, using differentiation to address their learning needs and overcome barriers, including those students that have SEND, are Pupil Premium etc.

To assess and record students' achievements, to prepare reports and take part in parental/carers consultations. To use assessments to support students to reflect on what they have achieved, address misunderstanding and inform future planning. To give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback.

To set homework and other out of class activities to consolidate and extend the knowledge and understanding students have acquired, checking completion and providing feedback as required.

To set work on-line or deliver on-line lessons as required within the framework of directed time and also within any school enforced closure period, giving feedback to students as requested.

To manage behaviour effectively to ensure a good and safe learning environment, implementing school policy and supporting this through clear and fair rules and routines for behaviour in classrooms with an emphasis on rewards and praise alongside any necessary sanctions

To contribute to the design and provision of an engaging curriculum within the relevant subject area as part of the department and at a level proportionate to the responsibilities that you hold

To observe and implement current school policies and good practice, taking heed of guidance and requirements as laid down in your department as well as in the staff handbook. In particular, to be aware of the need to avoid unsanctioned social media interactions with students.

To perform duties and attend meetings as reasonably required, including Open Days/Evenings, Parents evenings etc.

To act within the statutory frameworks which set out your professional duties and responsibilities.

To carry out such particular duties as the Principal may reasonably direct from time to time, in accordance with the current School Teachers' Pay and Conditions Document.

Continuing Professional Development:

To participate in the school Performance Management scheme, actively seeking to support your own development by undertaking internal and external training to keep abreast of developments in national and school initiatives.

Form Tutor:

To be a Form Tutor to an assigned group of students.

To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.

To contribute to PSHE and citizenship and enterprise according to school policy.

To contribute to the school's pastoral system (through the role of tutor and/or mentor) by promoting equal opportunities, British values and tolerance as part of your support for students' well-being.

Other Professional Requirements:

To have a working knowledge of Teachers' professional duties and legal liabilities.

To operate at all times within school policies and practices of the school.

To liaise effectively with staff, parents, visitors and Governors.

To play a full part in the life of the school community.

The Cotswold School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, Governors, visitors and volunteers, to share the same commitment.

This position is subject to an enhanced DBS check, satisfactory references and checks regarding suitability to work with children. This post is in regulated activity and is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions Order 1975, amended 2013 & 2020).

The successful applicant will be subject to all necessary checks and be required to provide evidence of identity, right to work in the UK and professional qualifications (where relevant). In line with KCSIE, we will conduct an online search for all shortlisted candidates. Any relevant information will be discussed further with the applicant during the recruitment process.

Whilst every effort has been made to explain the duties and responsibilities of the post each individual task undertaken may not be identified.

We are an equal opportunities employer and value and respect diversity across our whole school community. This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

Person specification

Qualifications

Essential

Degree Level Qualification related to relevant subjects
Teaching qualification together with Qualified Teacher Status (QTS)

Knowledge

Essential

Awareness of the strategies available for improving the learning and achievement of all students

Desirable

Evidence of continuous professional development
A good understanding of curriculum developments in the specific subject area

Experience

Essential

Recent and relevant teaching experience in employment or training
Experience of assessment at Key Stage 3, 4 and 5

Skills

Essential

Ability to use a range of teaching and learning strategies
An understanding for how Assessment for Learning can improve student performance
Ability to work independently and collaboratively as a member of a team
Creative in problem solving together with willingness to take on and try new approaches and ideas
Ability to communicate high expectations to all students
Ability to write reports, keep accurate records and communicate effectively
Professional understanding of safeguarding within a school setting
Ability to use a positive approach to promote learning and excellent behaviour
Confidence and competence in ICT
Understanding of the curriculum and assessment of pupil progress
Sharing good practice across the department
Excellent communication and organisational skills (written and oral)

Desirable

Willingness to be involved in the wider life of the academy

Evidence

Application form
Letter of Application
References
Interview
Certificate/s (to be available at interview)

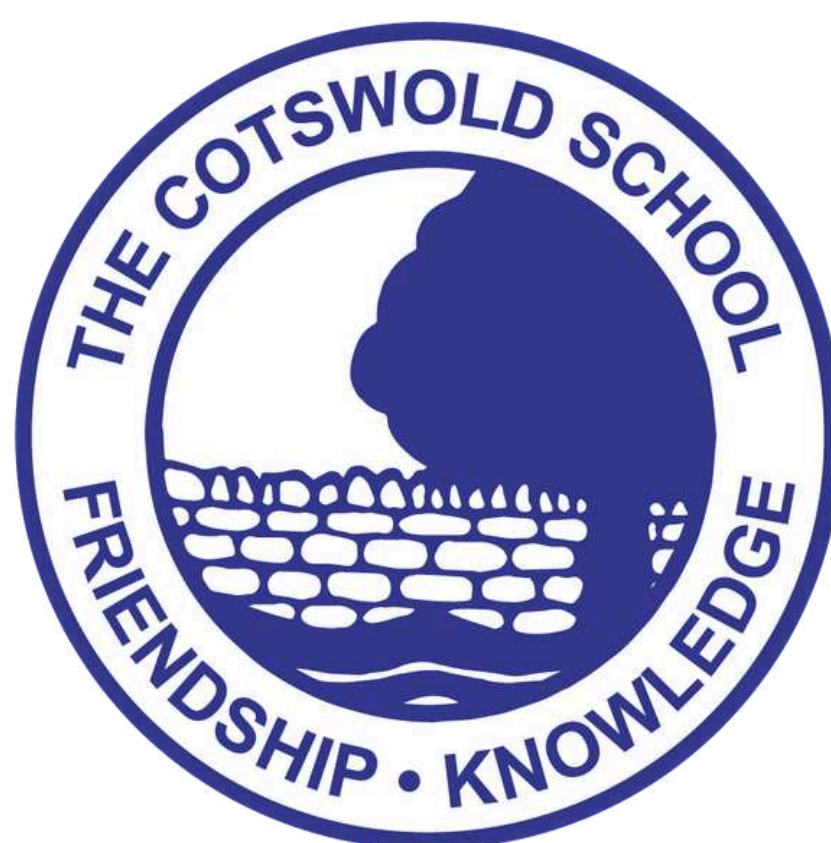
Notes to applicants

- Please do not use the TES or Gloucestershire County Council application form. Please use The Cotswold School Application Form which can be downloaded via our website
- Please complete the application form in full to ensure that full consideration can be given to all candidates and to comply with legal requirements relating to recruitment in schools
- Please do not include a CV or write 'see CV' in any sections on the form
- Please ensure that you include the title of the post that you are applying for (Section 1)
- Please provide an explanation for any gaps in chronological dates relating to education and employment history (Sections 4,5 & 6)
- If you are not writing a covering letter to submit with your application, then please complete Section 10, in full
- Please provide full details of two referees (Section 11)
- Both declarations (Sections 15 & 16) must be signed and dated
- Once completed, please return your application form by email to Mrs C Chapple, HR Officer, cchapple@thecotswoldschool.co.uk
- If returning by post, please send to Mrs C Chapple, HR Officer, The Cotswold School, The Avenue, Bourton on the Water, Cheltenham, Gloucestershire GL54 2BD
- The closing date and time must be strictly adhered to
- All information given will be treated as confidential

The Cotswold School is committed to being an Equal Opportunities Employer and welcomes applications from people with disabilities. If you require additional help with our recruitment process, please contact Mrs C Chapple, HR Officer (contact details above).







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