



# Joyce Frankland Academy

## Candidate Information Pack





# Teacher of English

<b>Hours</b>	Full Time/Part-Time	<b>Working Pattern</b>	Monday-Friday
<b>Salary</b>	MPS/UPS/ECT	<b>Contract</b>	Fixed Term
<b>Location</b>	Joyce Frankland Academy, Newport, CB11 3TR	<b>Start Date</b>	January 2025

Anglian Learning is a high-performing multi-academy trust responsible for 15 schools in West Suffolk, Cambridgeshire, and Essex, educating over 8,000 pupils and employing more than 1000 staff.

Our vision is for dynamic, empowered learners who thrive and lead in their communities: locally, nationally, and globally. Our schools are at the heart of their communities and as well as providing a broad, rich, and vibrant curriculum to pupils they also provide sporting, community education and other facilities and opportunities to their local community.

We're committed to making Anglian Learning a place where everyone feels valued and has equal access to the opportunities our Trust offers. We are always open to discussing flexible working opportunities or making adjustments to ensure you thrive in your role with us.

As a result of the changes to the UK immigration rules which came into effect on 1 January 2021, Anglian Learning will offer sponsorship for a skilled worker visa under the points-based system, where a role has been deemed to be business critical'. Do contact us to discuss further.

## The Vacancy

Anglian Learning are looking to appoint an outstanding professional to the position of English teacher. This position would be perfect for either an ECT looking for an excellent team to work with as they start their career, or someone with a bit more experience who has a desire to embed their practice among a gifted group of practitioners. We are looking to fill this position by January 2025, however a later start date could be considered.

### **We offer:**

- a supportive, committed and motivated team full of specialist staff
- small class sizes
- additional non contact time
- a forward thinking team open to new initiatives and strategies
- well behaved and motivated students
- supportive parents and governors
- clear opportunities for both professional and career development

**The successful candidate will:**

- be a creative and dynamic teacher
- have excellent communication and inter-personal skills
- have the capacity to reflect, modify and implement learning to challenge and support all students
- be committed to raising standards of achievement for all

**About Joyce Frankland Academy, Newport**

Founded with the vision of the 'love I bear learning', we realise Dame Joyce Frankland's original purpose, set in 1588, through our values. We also recognise her wider vision, that students and staff would be 'good members of the Commonwealth' ensuring that all members of the community flourish.

We believe that the qualities expressed by 'The 4 I's', are essential to establish lifelong learning and success. These are:

- **Independence** – The ability to be self-reliant, self-confident, resilient and show initiative.
- **Imagination** – The ability to be creative and inventive.
- **Inquisitiveness** – The desire to be curious and interested.
- **Insight** – The ability to look beyond the obvious and treat others with empathy and understanding.

In our lessons and our extensive co-curricular opportunities, we aim to foster a culture of exploration where students are inspired and challenged to search for deeper understanding to achieve excellence in all aspects of their school experience, and as a result, fulfil their potential and flourish in their futures.

We also recognise that to achieve our goals we must nurture a community where cooperation, support and high standards are modelled by every member of the Academy. Our pastoral structure is designed to ensure that every single pupil is provided with the tools and opportunities they need to become successful members of society.

We believe that our Academy is at an extremely exciting point in its development, and we warmly invite you to arrange a visit to see us in action.

## Teacher of English – Job Description

<b>Salary</b>	MPS/UPS/ECT
<b>Hours</b>	Full time*
<b>Pension</b>	Teachers pension scheme
<b>Disclosure Level</b>	Enhanced DBS with children’s barred list check
<b>Location</b>	The post holder will be based at Joyce Frankland Academy, Newport, but may be required to work across the Trust and to travel between sites.
<b>Responsible to</b>	Head of English
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate</li> <li>To monitor and support the overall progress and development of pupils</li> <li>To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential</li> <li>To contribute to raising standards of pupil attainment.</li> <li>To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth</li> </ul>

<b>Main Duties</b>	
<b>Operational/ strategic planning</b>	<ul style="list-style-type: none"> <li>To make a positive contribution to the work of the department, assisting in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies and taking responsibility for particular facets of the department’s work</li> <li>To contribute to the curriculum area and department’s development plan and its implementation</li> <li>To plan and prepare courses and lessons</li> <li>To contribute to the whole school’s planning</li> </ul>
<b>Curriculum provision</b>	<ul style="list-style-type: none"> <li>To assist the Head of Department and Senior Leadership Team to ensure that the curriculum area provides a range of teaching that complements the school’s strategic objectives</li> </ul>
<b>Staffing</b>	<ul style="list-style-type: none"> <li>To take part in the school’s staff development programme by participating in arrangements for further training and professional development</li> </ul>
<b>Staff development</b>	<ul style="list-style-type: none"> <li>To continue personal development in the relevant areas including subject knowledge and teaching methods</li> </ul>
<b>Recruitment/ deployment of staff</b>	<ul style="list-style-type: none"> <li>To engage actively in the Performance Management process</li> <li>To ensure the effective/efficient deployment of classroom support</li> <li>To work as a member of a designated team and to contribute positively to effective working relations within the school</li> </ul>

<b>Quality assurance</b>	<ul style="list-style-type: none"> <li>To help to implement school quality procedures and to adhere to the requirements outlined in the school's quality assurance policy</li> <li>To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures</li> <li>To seek/implement modification and improvement where required</li> <li>To review from time to time methods of teaching and programmes of work</li> <li>To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school</li> </ul>
<b>Management information</b>	<ul style="list-style-type: none"> <li>To maintain appropriate records and to provide relevant accurate and up-to-date information for the MIS system, registers, etc.</li> <li>To complete the relevant documentation/online records to assist in the tracking of pupils</li> <li>To track pupil progress and use information to inform teaching and learning</li> <li>To ensure the security and confidentiality of all such information</li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>To communicate effectively with the parents of pupils as appropriate</li> <li>Where appropriate, to communicate and co-operate with persons or bodies outside the school</li> <li>To follow agreed policies for communications in the school</li> </ul>
<b>Marketing and liaison</b>	<ul style="list-style-type: none"> <li>To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, Review Days and liaison events with partner schools</li> <li>To contribute to the development of effective subject links with external agencies</li> </ul>
<b>Management of resources</b>	<ul style="list-style-type: none"> <li>To contribute to the process of the ordering and allocation of equipment and materials</li> <li>To assist the Head of Department to identify resource needs and to contribute to the efficient/effective use of physical resources</li> <li>To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the pupils</li> </ul>

<b>Person Specification</b>		
<b>Experience</b>	Recent experience of teaching English or a related subject to at least GCSE or equivalent level (or evidence of teaching a range of classes if ECT applicant)	Essential
	Experience of involvement in extracurricular English activities	Desirable
	Evidence of the successful use of ICT within teaching and learning	Desirable
	Evidence of ability to develop positive and effective relationships with pupils, staff, governors, parents/carers and other stakeholders	Desirable
<b>Skills, Knowledge and Aptitudes</b>	An excellent communicator who is able to work effectively with pupils, parents, colleagues and outside agencies	Essential
	Good or outstanding classroom practitioner with evidence of setting appropriate expectations to advance learning and engage and motivate pupils	Essential
	Ability to establish productive working relationships and work well in a team	Essential

	Has excellent subject knowledge and is aware of best practice in teaching, including effective use of AfL	Essential
	An excellent communicator, both orally and in writing	Essential
	Commitment to equality of opportunity and high aspirations for the achievement of all pupils, including those coming from disadvantaged backgrounds	Essential
	Evidence of a commitment to the safeguarding of all young people	Essential
	An awareness of new technologies, their use and impact	Desirable
	Excellent teaching, pastoral and behaviour management skills leading to evidence of excellent pupil outcomes	Essential
	Excellent use of AfL strategies in teaching and learning within the classroom	Essential
	A personal commitment to the continuing development of teaching skills in order to have a positive impact on student outcomes	Essential
<b>Qualifications and Training</b>	Good honours degree in a relevant subject	Essential
	Qualified Teacher Status (or pending for ECT applicants)	Essential
	GCSE grade C+/4+ or equivalent in Maths and English	Essential
<b>Personal Attributes</b>	Enthusiasm, energy and personal dynamism Approachable, friendly and patient Artistic, creative and passionate about their subject Able to prioritise and meet deadlines A liking and respect for young people Appropriate professional relationship with colleagues, parents and children High level of integrity, honesty and fairness	Essential

*\*Flexible working, including part-time hours and job shares, will be considered for all Anglian Learning roles with the exception of where this is not compatible with the business needs. Should you be interested in flexible working for this vacancy, please indicate this on your application.*

### **Health & Safety**

All employees have general health and safety responsibilities both under criminal and civil law. Staff must be aware that they are obliged to take care of their own safety and health whilst at work along with that of others who may be affected by their actions (Section 7 Health and Safety at Work Act 1974).

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility. The job description will be reviewed through the appraisal process.