



WE ARE ASTREA

**TEACHER OF ENGLISH
APPLICANT BRIEF**

ST. IVO ACADEMY
Part of
ASTREA ACADEMY TRUST





Open Letter from Principal

Dear Candidate,

Thank you for your interest in St Ivo Academy and the post of Teacher of English. This is an opportunity to join a dedicated and supportive department and play a key role in the development of the academy towards outstanding.

St Ivo is a large 11-18 comprehensive academy in the town of St Ives, Cambridgeshire. We have around 1750 students with around 300 in our Sixth Form. The school is over 60 years old and is proud of its place within the local community. We are a truly comprehensive and inclusive academy. This is reflected in our approach to all areas of our work. From supporting students preparing for Oxbridge through to working with the most vulnerable St Ivo embraces everyone.

The rapport between staff and students has been central to our success over the years. St Ivo is a happy place to work and to teach. Students here are keen to learn and are well behaved. We are an active and dynamic community who see learning in all aspects of our work: lessons, tutor work, clubs, extra-curricular activities and trips. To get a picture of what we get up to visit our Facebook or Twitter feeds.

Academy performance is well above national average. In 2019 65% of our students gained grade 4+ in both GCSE English and Maths. In the Sixth Form, 46% of A Level grades were A*B. Our 2016 Ofsted report rated the academy as Good in all areas. It praised the quality of teaching, assessment and leadership. There was a strong message that this is an academy well positioned for further improvements and a clear move towards Outstanding. As such, this is an exciting time to be joining a rapidly improving, successful academy.

I hope that you will want to find out more about St Ivo Academy and that you will want to apply for the post. Please email Louise McAuliffe, HR Administrator, HR@astreastivo.org if you wish to discuss the role further.

I look forward to receiving your application.

Yours sincerely

Sam Griffin
Principal at Ivo Academy



JOB DESCRIPTION

SALARY	MPS/UPS
CONTRACT TYPE	Permanent
WORKING PATTERN	Full Time
HOURS PER WEEK	32.5 hours

Purpose

To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well.

Key Requirements

In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics, and in particular will:

- Inspire trust and confidence in students and colleagues.
- Build team commitment with colleagues, and in the classroom engage and motivate students.
- Demonstrate analytical thinking to improve the quality of students' learning.
- Contribute to the academy improvement /development planning and promote the learning priorities of the academy SIP.
- Contribute to the development and / or implementation of academy policies.
- Promote the wider aspirations and values of the academy.

Key Responsibilities

Planning, Teaching and Class Management:

Teach allocated students by planning their teaching to achieve progression of learning through:

- Understanding and applying effective classroom management.
- Understanding and applying a range of teaching strategies.
- Positively targeting and supporting individual learning needs.
- Maintaining high levels of behaviour and discipline.
- Effectively using homework and other extra-curricular learning opportunities.
- Demonstrating appropriate consistent progress:
 - for the majority of students
 - across all teaching areas
 - across all spectrums of background, ability and behaviour that compares favourably with students in similar settings
- Effectively managing other adults in the classroom.



Monitoring, Assessment, Recording, Reporting:

- Use performance data to evaluate students' progress and set appropriate targets for improvement.
- Use assessment to inform planning and teaching.
- Report on progress to all stakeholders.

Pastoral Duties:

- Be a form tutor to an assigned group of students.
- Promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.
- Liaise with the pastoral team to ensure the implementation of the academy's pastoral system.
- Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of academy life.
- Contribute to the preparation of Action Plans and progress files and other reports.
- Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved.
- Communicate, as appropriate, with parents of students and persons or bodies outside the academy concerned with the welfare of individual students, after consultation with appropriate staff.
- Contribute to PSHE and citizenship and enterprise education according to academy policy.

Other Professional Requirements:

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the academy.
- Maintain an up to date knowledge of good practice in teaching techniques. Know subject(s) or specialism(s) to enable effective teaching.
- Take account of wider curriculum developments.
- Incorporate national strategies in all teaching.
- Communicate learning objectives.
- Contribute positively and effectively to the 'Every Child Matters' agenda.
- Undertake professional development to enhance teaching and students' learning, and apply outcomes and identify impact share outcomes with colleagues
- Take responsibility for professional learning.



PERSONAL SPECIFICATION

Experience

- Proven experience of teaching English at KS3, KS4 with excellent classroom management skills
- Proven experience of teaching English at KS5 (desirable)
- Effective classroom teacher

Qualifications

- Qualified teacher status
- Degree or equivalent
- Evidence of recent and relevant professional development (desirable)

Knowledge, Behaviours & Skills

- Detailed understanding of planning the KS3 English curriculum (desirable)
- Detailed understanding of planning the KS4 and KS5 English curriculum to meet exam board requirements (desirable)
- Ability to communicate effectively at all levels
- Effective interpersonal skills
- Efficient organiser
- Ability to use initiative and prioritise work
- Ability to work to deadlines
- Confident user of ICT
- Experience of monitoring progress of students in English and intervening where necessary (desirable)
- Ability to work as part of a team
- Ability to quickly gain the respect of all students and staff and foster appropriate relationships
- Flexible approach to work
- Committed to academy ethos and direction
- Understanding of Safeguarding Procedures
- High standard of punctuality
- Appointment to the post is subject to satisfactory enhanced DBS check

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing recruitment@astreaacademytrust.org