



## Teacher of English

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### APPLICATION PACK

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'Academies in Christ'  
Part of the Archdiocese of Southwark



# *Letter from the Headteacher*

Dear Prospective Candidate

Thank you for your interest in this exciting opportunity to join our dynamic team of dedicated professionals striving to provide our students with the very best Catholic education possible.

Our mission is clear and profound: to provide every student in our care with a world-class Catholic education, ensuring they are embraced by our inclusive and loving community. At the heart of our educational philosophy is the belief that **every child is known and loved**. Inspired by the life of St Gregory, we strive to empower our students, teaching them to understand their own unique value and dignity. Through this understanding, they can recognise and realise their God-given potential.

We aim for our students to become servant leaders, guided by principles of empathy and integrity, making unique and positive contributions to society and the world. We hold ambitious expectations for our students and challenge them to strive for the very best they can achieve. We enable our students to take personal responsibility for their education and development, overcoming barriers and owning their actions so that they can be rightly proud of their achievements.

At St Gregory's, we are dedicated to creating a safe environment for our students so that they can be themselves with confidence. Clear expectations are provided, allowing them to flourish academically, emotionally and spiritually. Our commitment to truly knowing each student enables us to provide a nurturing atmosphere where they can grow and thrive.

Central to our educational approach is the emphasis on personal and spiritual development. Opportunities for prayer, reflection, and collective worship form an integral part of school life. Through these experiences, students gain a deeper understanding of themselves and their spiritual formation. We encourage them to reflect on their lives, their beliefs, and the unique role they play in the world around them.

By joining us, you will play a crucial role in shaping the educational journey of our students. We would be delighted to discuss how you could become a part of our dynamic community, where a commitment to excellence, inclusivity and the values of our Catholic tradition defines who we are.

Thank you for considering St Gregory's as the place to inspire and be inspired.

Yours faithfully  
Mike Wilson  
Headteacher - St Gregory's Catholic School



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# *School vision and values*

## **Our Vision**

**We provide the students in our care with a world-class Catholic education. We guide our students to understand their own unique value and dignity. Inspired by the life of St Gregory, we empower our students to approach, with vigour, the opportunities of their education; to recognise and realise their potential as servant leaders and use their discernment to choose how they will make the world a better place.**

## **Our Aims**

With Christ's **love** at the centre of all that we do, students;

- **live** life to the full
- **learn** all they can about their world in order to
- **lead** lives which change it for the better

## **Students accomplish this because our curriculum:**

- is appropriately ambitious for all our students, including SEND and Disadvantaged students
- is progressive, interleaved and sequenced to develop knowledge and understanding
- provides opportunities to develop and strengthen literacy across all curriculum areas
- provides opportunities for reading
- promotes opportunities for the development of strong relationships, healthy lifestyles and good wellbeing
- challenges students to apply their knowledge and make informed decisions
- teaches our students how to learn and develop scholarly habits so that they become confident, independent learners
- promotes a learning environment in which students discover and develop new talents helping them to become well-rounded individuals
- provides world class opportunities in our schools' four pillars enabling students to gain a strong understanding of how to achieve success through balance in their lives

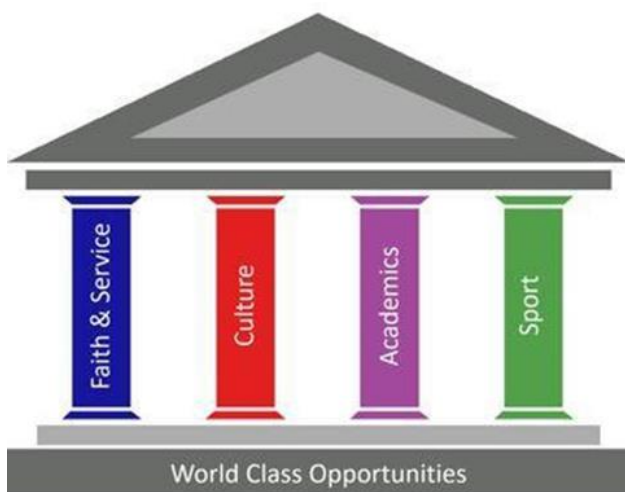
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# *School vision and values*

**These pillars provide a framework to focus students as they set ambitious goals for their future.**

**Our aim, through our curriculum is to develop young people:**

- who are happy and feel fulfilled
- who have the confidence, resilience and knowledge to build relationships, pursue active and healthy lifestyles and stay mentally healthy
- who are curious, enjoy learning and have high expectations for themselves and are ambitious for their futures
- who know how to learn and evaluate their own strengths to make progress
- who can make and articulate informed decisions and are aware of their rights and responsibilities in a global society
- who demonstrate respect, compassion and empathy towards the beliefs and values of others
- who possess the cultural capital they need so that they are not disadvantaged by the social context in which they live



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# About St Gregory's Catholic School



St Gregory's Catholic School is a Catholic secondary school and part of the Kent Catholic Schools' Partnership (KCSP). KCSP is a multi-academy trust (MAT) established by the Archdiocese of Southwark for Catholic education across Kent and it currently comprises 26 academies of which 21 are primary schools and five are secondary schools.

St Gregory's Catholic School is an over-subscribed seven-form entry secondary school located in Tunbridge Wells and is a popular destination for pupils from its Catholic partner primary schools in Tunbridge Wells, Tonbridge and Sevenoaks.

St Gregory's Catholic School is an inclusive academy. Its dedicated staff, helpers and governance committee members work hard to ensure that every student is supported and challenged to be their very best. Each individual is encouraged to grow spiritually and intellectually, so that unique and positive contributions can be made to society and the world. Its most recent denominational inspection in March 2018 judged it as 'Outstanding' and its most recent Ofsted inspection in March 2013 judged the academy to be 'Outstanding' in all areas.



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## *Role description*

The English Department wishes to appoint an innovative, enthusiastic and inspirational practitioner to join our exceptional team for April/September 2024. This role would suit an experienced teacher, or a teacher new to the profession (ECT). You will be joining a highly professional, empathetic and collegiate team, so we are seeking to welcome an excellent candidate who will continue to raise the quality of provision and, subsequently, the best possible outcomes for all of our students.

The English Department continues to produce outstanding results at both GCSE and A Level, as it has for many years. English Language and English literature are hugely popular subjects at A Level.

St Gregory's students embrace the acquisition and practice of new knowledge and skills, and our teachers relish the opportunity to deliver challenging, engaging and interesting lessons, with high expectations of behaviour and scholarship. Opportunities for excellent Continued Professional Development and staff well-being are at the forefront of our commitment to all staff at St Gregory's.

### **Benefits of working at St Gregory's:**

- A supportive and caring working environment for staff and students
- A research-informed approach to curriculum design and assessment
- Fully planned and resourced schemes of work for KS3 and KS4
- Opportunity to teach KS5 for the right candidate
- Dedicated and bespoke CPD time for all staff each term
- Opportunities to complete external qualifications such as Masters
- Free Gym Membership
- Kent Rewards Scheme



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# Job description

Job Title:	Teacher of English
Salary Grade:	MPS/UPS (M1 (£30,000) – UPS3 (£46,525))
FTE:	1.0
Line Manager:	Subject Leader of English

### Purpose of Job:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum to students and to support the curriculum area as appropriate.
- To monitor and support the overall progress and personal development of students as a teacher and/or a tutor.
- To facilitate and encourage a learning experience, which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment and achievement.
- To share and support the school's responsibility to provide and monitor opportunities for the personal and academic development of children and young people.



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# Job description

1	Teaching and Learning	
1.1	Excellence in the classroom	Plan and deliver well-sequenced lessons in accordance with the curriculum and schemes of learning, working collaboratively within the department which enables flexible and creative approaches to teaching
		Develop and maintain extremely high expectations of behaviour for learning
		Ensure punctuality and establish a purposeful working atmosphere during all learning activities
		Promote a culture of independent learning and enable all students to achieve their full potential
		Regularly and consistently review the students' acquisition of knowledge and understanding
		Intervene efficiently and effectively to promote and accelerate student progress
		Plan for the needs of all, particularly those who have SEND and disadvantaged students, and effectively deploy classroom support staff where applicable
		Monitor and support the overall progress and development of students
		Set work when required for absent students
		Apply the Behaviour Policy so that effective learning for all can take place
1.2	Assessment, Recording and Reporting	Maintain an environment which is conducive to learning
		Take account of students' prior attainment and use them to set targets and inform planning
		Provide or contribute to oral and written assessment, reports and references
		Maintain accurate and up to date student records
		Track student progress and use the data to inform teaching
		To communicate and consult with the parents of students, as directed by the Academy Principal.
		Alert relevant staff to problems identified in a student and recommend solutions



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# Job description

2	Pastoral Care	
2.1	Form Tutor	To promote the general progress and well-being of individual students and of any class or group of students assigned to them.
		Follow schemes of work provided by Heads of Year or Senior Leadership Team
		Take time to speak to students to gain a strong understanding of their strengths, needs and hopes
		Maintain the G4+ progress sheet as required for PP students in the form
		Monitoring and providing appropriate advice and guidance on individual student's progress in respect to attendance, homework, behaviour management and acceptable standards of conduct and appearance
		Promoting high standards of behaviour and attitudes to work within the form group
		Promptly completing administrative tasks relating to the form group
		Other tasks appropriate to the form tutor role; including creating a positive, caring form environment
2.2	Collective Worship, Faith & Service	Ensure the prayer life of the form is maintained in accordance with the schedule for this
		Ensure contributions to wider collective worship run smoothly by encouraging, motivating and supporting the correct attitudes, behaviours and preparations on the lead up to and during Mass, prayer and Collective Worship
		Work with the Chaplaincy Team to encourage students to live out the principles of the Faith & Service Pillar



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# Job description

3	Safeguarding & General Responsibilities	
3.1	Safeguarding	To uphold the Staff Code of Conduct and policies in respect of child protection and safeguarding
		The provision of a safe environment in which children and young people feel heard.
		Creating positive relationships with students premised on mutual trust and understanding.
		Being aware of the indicators and symptoms of abuse.
		Ensure vigilance in recognising changes in behaviour or mood.
		Supporting the Designated Safeguarding Lead.
		Teaching about staying safer online and in the real world.
		Reporting concerns regarding abuse.
3.2	Wider Duties	To take part in events such as Open Evening, Parents' Evenings and events with partner schools.
		Participate in arrangements made for performance management.
		Contribute to the department's SEF and development plan and its implementation.
		Assist the department in identifying resource needs, ensuring resources are used effectively
		Participate in school cross-curricular days such as careers or enterprise awareness days.
		Participate and contribute to the organisation of school visits and trips that complement learning.
		Supervise students outside lesson, for example during lesson changeovers.
		Manage classroom displays to ensure they add value to the learning experience.
		Attend meetings regularly, including parents' evenings, which are part of directed time.
		Maintain good order and discipline and have regard to safeguarding and students health and safety.



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4	Standards and Quality Assurance	
4.1	Commitment to School Improvement	Commitment to training and CPD such as the Sycamore Programme or CCRS to better understand the role of supporting the ethos of the Catholic School
		Support the aims and ethos of the school as identified in the SEF, School Development Plan
		Actively seek the views of parents and learners as part of the self-evaluation process
		Be aware of national developments relevant to subject and current best practice
4.2	Commitment to CPD	Demonstrate a desire and passion to continually improve your own practice
		Read widely and often about the best practice in English and general pedagogy
		Enhance your own subject knowledge
		Engage fully with research and development of teaching and learning
		Investigate and visit other settings to draw on best practice in English teaching
4.3	Professional standards	Undertake lesson observations as part of the department observation schedule
		Promote and model good relationships with students, colleagues and parents
		Set a good example in terms of dress, punctuality and attendance
		Uphold the school's behaviour code and uniform regulations
		Ensure understanding and compliance with school and Trust policies

5	Literacy & Oracy across the Curriculum	
5.1	Teacher of Literacy	All teachers are expected to champion and explicitly teach literacy
		Model high expectations of written and spoken English
		Explicitly teach key vocabulary (not just subject specific) and reinforce through regular retrieval
		Identify students who need to develop their literacy skills and intervene appropriately
		Insist that students write in full sentences as often as is appropriate
5.2	Teacher of Oracy	Provide regular feedback which develops accurate spelling and grammar
		All teachers are expected to champion and explicitly teach oracy
		Model high expectations of spoken English and insist that students emulate this
		Ensure students speak in complete sentences using correct grammar and pronunciation
		Encourage students' eloquence by reducing their reliance on filler words, e.g. "um", "er"
		Celebrate good oracy

# Person specification

	Criteria	Essential / Desirable
Faith Commitment	Commitment to Sycamore training or CCRS	D
	Understanding of the distinctive nature of a faith school	D
	Experience in participating in acts of worship in Catholic schools	D
	A practising Catholic	D
Qualifications	At least five GCSEs grade C and above (or equivalent)	E
	Good Degree or equivalent in English, English Literature or related discipline.	E
	PGCE or equivalent and QTS	E
Experience	Successful history of results at KS3, KS4 and KS5	D
	High quality teaching to pupils of all abilities	E
	Demonstrable experience of improving successful student outcomes	E
	Use ICT to raise achievement	E
	Experience as a form tutor and/or pastoral work	D
	Collaborative teaching methods and working with colleagues in the preparation, assessment and monitoring work	D
Professional Development	Ability to identify own learning needs	E
	Willingness to engage in CPD	E
	Evidence of continuing professional development relating to wider school and curriculum/teaching and learning	E
	A commitment to continued professional and personal development	E
	Potential for promotion within the school	D
Teaching & Learning	Knowledge of a range of successful teaching and learning strategies to meet the needs of all students from KS3 to KS5	D
	Secure knowledge of the specifications for English and English Literature A Level	D
	Excellent subject knowledge	E
	Knowledge and experience of exam board requirements	D
	An understanding of assessment strategies and the use of assessment	E
Skills, Qualities & Abilities	Empathy with students	E
	Ability to use ICT effectively	E
	Living out your faith in daily life and ability to support students on their faith journey.	E
	Demonstrate emotional intelligence in relating to students, parents and all staff	E
	A commitment and understanding of the use of ICT within the curriculum	E
	Excellent communication skills	E
	Excellent interpersonal skills	E
	Excellent organisation skills	E
	Dedication	E
	Ability to remain positive and enthusiastic when working under pressure	E
	Ability to organise work, prioritise tasks, make decisions and manage time effectively	E
	Potential for further promotion	D

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# Application process

You are welcome to contact HR at [HR@sgschool.org.uk](mailto:HR@sgschool.org.uk) if you would like to visit the school before submitting an application.

For ease of applying, we are happy to accept applications directly by clicking the “**Quick apply**” button.

Should you be shortlisted for interview, additional information may be requested at that time.

**Closing date for applications:** 31 March 2024 at 9am

**Start date:** April 2024/September 2024

All applicants need to have the Right to Work in the UK to be considered for this role. This vacancy may close on or before the specified closing date depending on the volume of suitable applicants. If you are unsuccessful, we will contact you accordingly

## Safer Recruitment

*St Gregory's is committed to safeguarding and promoting the welfare of children and this position is subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. We are an equal opportunities employer.*



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