Lord Grey Academy

Lord Grey Can

TOVE LEARNING TRUST

TEACHER OF ENGLISH
(Fixed Term Maternity Cover)

MPS/UPS

Required for EASTER 2023

Application pack contents

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"Lord Grey Academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work."

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Welcome from the Associate Principal

Thank you for your interest in working at Lord Grey Academy.

You have made a great decision to pursue your career with us. We are committed to every member of staff and you will find a community of colleagues where support and development for you as you progress in your career is second to none. We have a strong staff who are committed to our young people and our pursuit for academic rigour with compassion.

Lord Grey Academy has been part of the Tove Learning Trust since April 2008 and we are proud of our commitment to ensure every student reaches their potential. Our GOOD OFSTED judgement in May 2022 recognises how leaders have created a focused learning community where pupils enjoy learning and can see that they're making good progress through the curriculum.

We are the third Paris St Germain Football Academy in the UK committed to teaching young people football the Parisian way. An exciting opportunity for staff, students and the community to get involved in the game and knowledge of nutrition, health, strength and conditioning.

Lord Grey Academy is an inclusive, vibrant and diverse learning community where students develop skills in, and beyond, the classroom to ensure they flourish. We ensure that every student has access to an outstanding education and is given the best opportunities to thrive.

We create a shared ethos and an “i can achieve” attitude through our core values and motto Lord Grey Can! Our motto, Lord Grey Can reminds all members of our community that there is no limit to our ambition and that imagination can become a reality. Our values of Determination, Ambition, Curiosity, Integrity and Civility are caught, taught and sought out so that we develop the character of Lord Grey students to prepare them for life beyond school. We have the highest expectations in all that we do and expect of others with strong pastoral, learning and behaviour systems in place to hold students into the pace of our Lord Grey way: the way we do things here.

I am excited to have such a strong body of staff to help continue this pathway towards realising our vision. We work collaboratively across all areas of the school- support staff, teaching staff, admin staff- with one aim to secure the very best futures for our young people. Our dedicated non-teaching pastoral team ensures all students are valued and included. Students and staff at Lord Grey build close relationships and foster a strong culture of learning.

The staff team supports each other well and there is a strong sense of togetherness and commitment to our motto and ambition. We are truly committed to reducing unnecessary work burdens for our staff and promoting a healthy work life balance. Wellbeing of staff and students is always a priority with our own Mental Health team, Ethos Team and staff socials as well as some perks, no emails at weekends and in evenings, a true open door policy so you can speak freely including anonymous staff surveys termly. As a result of these surveys, the leadership team truly listens to staff and over the last 18 months have centralised detentions, created automated systems for communication home and constantly review staff wellbeing to promote healthy work life balances.

We are a community.

We are a community who CAN and DO every day.

We look forward to meeting you.

Samantha Satyanadhan
Associate Principal

Jim Parker
Executive Principal

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Information about the Faculty

ENGLISH FACULTY

The English Faculty consists of a large and enthusiastic team of teachers from a wide variety of backgrounds and areas of expertise. We benefit from our own faculty area with a suite of large classrooms, all equipped with projectors, visualisers and a large faculty office. We pride ourselves on being a welcoming and sociable team

The expertise of every member of the faculty is valued and, as such, all staff are encouraged to contribute to the development of schemes of work, resources and policies. This is developed through encouraging peer observation and colleague to colleague advice, in order to deliver high standards of teaching and learning. Excellent provision is made to help each person to develop professionally through a range of whole school and faculty CPD opportunities.

We are looking forward to welcoming an enthusiastic, dynamic and qualified teacher to the team. If you have any further questions please contact me at the school on hannah.brett@lordgrey.org.uk

Hannah Brett
Head of English

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JOB DESCRIPTION

Our motto is: Lord Grey Can. Our Core Values are: Determination, Ambition, Curiosity, Integrity and Civility. Our expectations are high and we believe that Lord Grey Can! It is expected that the post holder will carry out his/her responsibilities within this philosophy.

The job description defines the responsibilities of the post holder as being:

- under the reasonable direction of the Principal to carry out the professional duties of a school teacher
- to comply with "Health and Safety" at Work legislation
- all teaching staff must adhere to all aspects of the Teachers' Professional Standards
- a commitment to ensure the effective implementation of the school's Safeguarding and Child Protection Policy
- job descriptions are subject to review and amendment

Classroom Teacher – Standard Responsibilities

Purpose of the Job

- To ensure student progress in the learning of English through good quality teaching
- To achieve very positive outcomes for all students in public examinations, demonstrating a significant contribution to each student reaching their Target Grade
- To maximise progress for all classes taught by you

Teaching and Learning

1. To teach English in Key Stages 3 and 4 and, if appropriate, in the Sixth Form
2. To teach in line with faculty and academy policies on e.g. assessment, teaching and learning, homework, student behaviour
3. To contribute to learning opportunities within the formal and extended curriculum
4. To ensure student progress against prior attainment, at least in line with national averages and progress targets
5. To contribute to the profile of your teaching subject(s) within the Academy
6. To be responsible for a classroom or teaching area and its impact on learning (e.g. through superb displays) and the organisation of learning resources for yourself and within your department
7. To regularly review and evaluate teaching and learning in lessons and across schemes of work
8. To enhance learning in your subject area(s) through use of Information and Communication Technology as a teaching and learning tool
9. To involve parents in behavioural issues in line with academy policies
10. To ensure the effective and efficient deployment of classroom support
11. To work as a member of designated teams and to contribute to the building of teams within the Academy
12. To take part in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.

Continuous Professional Development (CPD)

1. To take responsibility for personal CPD needs within the Academy's Appraisal framework
2. To monitor the impact of CPD on your own teaching and learning
3. To seek advice and support within Academy policies
4. To be familiar with and contribute to the Academy Improvement Plan and Academy Self-Evaluation systems.

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Curriculum and Assessment

1. To plan appropriate lessons to meet the learning needs of all students including those of: the higher prior attaining, Looked After Children, of EAL and 'groups within groups' students and of those students with Special Education Needs or who are Pupil Premium
2. To evaluate and review lesson plans
3. To contribute to the planning of Subject Schemes of Learning
4. To create and manage resources for the teaching of lessons
5. To assess students' work and progress against their prior attainment, progress in other subjects and against national norms in line with faculty and Academy policies
6. To use assessment to inform curriculum planning, teaching and learning
7. To assess accurately to help students meet their Target Grades
8. To act on feedback from examination boards on the quality of marking, moderation and assessment
9. To assess students' work accurately and regularly with good quality feedback on how to improve, given in a variety of ways
10. To work within Academy curriculum policies on key themes e.g. Citizenship, Enterprise, Literacy, Work Related Learning, British Values and Prevent agenda
11. To inform and involve parents in their children's learning in line with Academy policies and procedures.

Management Information and Its Use

1. To maintain appropriate records and to provide relevant accurate and up-to-date information
2. To complete the relevant documentation to assist in the tracking of students
3. To track student progress, analyse data and use information to inform teaching and learning, on time and as per the Academy calendar of assessment, with all deadlines met on time.

External Communication

1. To take part in Open Evening, Information Evenings, Parents' Evenings, Subject Teacher Meetings and liaison events with partner schools
2. To contribute to the development of effective subject links and other links with external agencies
3. To contribute to extra-curricular activities, and to support them with attendance, where possible.

Other

1. To undertake Academy duties in line with Academy policies and procedures
2. To cover lessons and registration sessions for absent colleagues in line with the Academy Cover Policy, based on the concept of rarely cover, and in exceptional circumstances
3. To attend assemblies as required
4. A commitment to ensure the effective implementation of the Academy's Safeguarding and Child Protection Policy
5. To comply with any other reasonable requests from the Principal when there are exceptional circumstances
6. To undertake such duties as may from time to time be reasonably assigned by the Principal.

Form Tutor Responsibilities

1. The post holder is expected to be a Form Tutor or Co-Tutor

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PERSON SPECIFICATION

Experience/Knowledge	Essential	Desirable	How evidenced
Qualified teacher status or the credentials to gain QTS or to teach in the UK	✓		A
Up to date knowledge and understanding of teaching and learning strategies	✓		A I
Up to date knowledge of the national curriculum and public exam syllabuses in English.	✓		A I
Up to date knowledge of school systems to support students in their learning, e.g. SEN, pastoral and assessment systems in schools	✓		A I
Skills and Abilities	**Essential**	**Desirable**	**How evidenced**
An effective classroom practitioner	✓		A I R
The ability to work in partnership	✓		A I
Organisational and administrative skills	✓		A
Good written and oral skills	✓		A I
IT literate	✓		A
Personal Job Related Skills	**Essential**	**Desirable**	**How evidenced**
Belief that barriers to learning can be overcome	✓		A I R
A commitment to professional standards	✓		A I R
A commitment to quality and continuous improvement	✓		A
The ability to work under pressure	✓		A
Confidentiality: awareness and sound judgement	✓		A I R
A team orientated approach	✓		A
A commitment to equal opportunities, all aspects of the Equality Act and to narrowing the gap on inequality	✓		A I
A commitment to follow all of the Academy's Health and Safety requirements	✓		A I
A commitment to ensure the effective implementation of the Academy's Safeguarding and Child Protection Policy	✓		A I

A – Application form I – Interview R - Reference

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Advertisement

TEACHER OF ENGLISH
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TLT MPS/UPS SCALE

We require a Teacher of English for Easter 2023. The successful candidate will be an outstanding classroom practitioner, keen to develop leadership skills in the English Faculty at Lord Grey and will have excellent subject knowledge.

The successful candidate:

- will have a strong commitment to teaching and learning in English
- will be an effective classroom practitioner committed to raising standards for all students
- will be able to teach English at Key Stages 3 and 4 and, if appropriate, in the Sixth Form.
- will be fully committed to enabling all students to achieve well and make good progress
- the drive and determination to motivate colleagues and students
- a creative and energetic approach to teaching and management
- good organisational skills
- the vision to develop the courses currently offered
- open to change, new ideas and innovation.

Why choose Lord Grey Academy?

- Culture of high expectations and a strong belief that all can achieve
- Very clear routines for learning so that teachers can teach and students can learn
- Culture of support and feedback for staff
- Highly visible student-centred Leadership Team
- Positive, supportive and friendly colleagues
- Weekly CPD and regular opportunities to benefit from working with other schools in the Trust.

The right candidate will be totally aligned to our values of encouraging all students to be ambitious, determined, independent, respectful and successful and completely committed to promoting our mantra of Lord Grey Can!

A lesson observation and a formal interview will form the selection criteria. A candidate information booklet and application form are available on the vacancies section of Lord Grey Academy's website: http://www.lordgrey.org.uk/general-information/vacancies/

Please note the application form is available on the right hand side of the above link.

Completed application form and covering letter should be submitted to Human Resources at Lord Grey Academy or emailed to hr@lordgrey.org.uk by 9am on Tuesday 21st February 2023. Details on how to apply for this post are in the How to Apply Section of this booklet.

Only successfully short listed candidates will be contacted.

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Join an Academy on a rapid journey of improvement as part of a highly supportive and growing MAT. Lord Grey joined Tove Learning Trust in April 2018 and is situated in Bletchley on the outskirts of the growing city of Milton Keynes. The right candidate will join us on our exciting journey to providing a great education for our amazing students as we prepare them for adult life. There is a great team to work with who are already on the path to making changes that will shape the future of the Academy.

Tove Learning Trust

The trust is committed to ensuring that all students achieve as highly as possible and we work hard to offer stimulating environments that enable every learner to progress and flourish. We have a small central team and a committed Board of Trustees that are focused on delivering outstanding outcomes. We aim to have academies that are excellent communities of learning where students thrive on success. There are seven secondary schools and one primary school in this growing Trust.

The Academy is committed to safeguarding children. The successful applicant will require an enhanced DBS check.

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Why work at Lord Grey?

At Lord Grey we have a strong sense of team. Staff support each other well and we have good systems and processes to make working as effective and efficient as possible. We have a strong commitment to supporting staff so that they can manage the very important work that we do. We don't under estimate the responsibility and sometimes stress that comes with working in a busy school environment.

How we support staff at Lord Grey

- No pressure to "put on a show" in lessons. A culture of typicality is reinforced by no lesson grading.
- Visible Leadership Team who are on hand to listen and support.
- Everyone has the highest expectations of behaviour, with all staff reinforcing those expectations.
- A clear system of sanctions which is applied consistently so staff don't have battles with students.
- Excellent pastoral support offered through our year teams.
- Specialised personalised CPD for all staff.
- Time for staff to put new things into action and a very careful approach to avoid initiative overload.
- Regular Staff, Faculty and Pastoral briefings to support good communication.
- Internal Intranet where all information is one place and data dashboards to support analysis of data.
- Headlines – a weekly whole staff email containing all the important information which reduces the number of emails in your inbox. No expectation to deal with emails outside of work hours.
- Comprehensive support for ECTs with dedicated mentors and regular meetings.
- Performance Management is tailored to faculty and individual needs. Data targets are not used punitively but aspirationally.
- We are constantly streamlining all systems and processes so they take less time.
- Open door Associate Principal - no concern is ever too small.
- Countless opportunities to get involved with the wider life of the Academy - Duke of Edinburgh, school performances, sports teams, music etc.
- Contributions of staff recognised through our colleague to colleague recognition awards and student thank you cards.
- There are regular staff wellbeing events organised for staff.

Lord Grey Academy is also in a great location. The Academy is situated on a large site in West Bletchley on the southern side of Milton Keynes. Bletchley itself is the home of 'Bletchley Park', where the WW2 'Enigma' code was broken – this site of historical importance and tourist attraction is just a few minutes' walk from the Academy.

Bletchley is a lively town on the outskirts of Milton Keynes, and offers plenty of accommodation, good shopping and good rail links to London and Birmingham. Milton Keynes is centrally placed with excellent transport links, by both road and rail, to the rest of England. Milton Keynes is one of the fastest growing cities in Europe and has superb shopping, many bars and restaurants and a very good theatre. With excellent cinemas, Xscape and the Snow Dome, MK Dons FC and a range of other leisure options, there is plenty to do in Bletchley and Milton Keynes. For those who prefer the countryside, there are many beautiful Buckinghamshire and Northamptonshire villages on the periphery of Bletchley.

IQM INCLUSION QUALITY MARK

How to Apply

Please read through the information in the pack carefully and please do not hesitate to contact the Academy if you would like to arrange a pre application visit – we strongly welcome this! If you cannot make a visit, then please feel to phone us to talk about the post.

The application form can be found on the vacancies section of Lord Grey Academy's website http://www.lordgrey.org.uk/general-information/vacancies/

Please note the application form is available on the right hand side of the above link.

You should ensure that you complete all sections of the application form. There is a space on the form titled **Support of Application** and in here you should explain how your experience will help you to carry out the job that you have applied for and how you think you meet the criteria in the person specification. This section should be no more than 2 sides of A4.