



## **TEACHER OF ENGLISH (Maternity Cover)**

APPLICATION PACK

**Neston High School  
Raby Park Road  
Neston  
Cheshire  
CH64 9NH**

Headteacher: Ms Cunningham

[www.nestonhigh.com](http://www.nestonhigh.com)



# Welcome



## Message from the Headteacher

Neston High School is a high-achieving mixed 11 – 18 school in Neston, a beautiful part of Cheshire. It is an extremely popular school with a reputation for academic excellence, outstanding pastoral care and for providing a positive environment in which young people thrive. Parents know that if their children come here they will be joining a strong, caring, respectful community with an emphasis on high achievement for all, alongside dedicated support and encouragement.

At Neston High, every individual is highly valued. Our supportive approach enables everyone to develop the knowledge, skills and understanding required to be responsible, considerate and well-rounded individuals suited to the demands of our ever-changing society. Our commitment to STEM education was recognised nationally in 2022 and 2023 when we were awarded the Educate Outstanding Commitment to STEM. This is just one of many awards we achieve for our extra-curricular programme, including Gold Award for Learning Outside the Classroom.

At Neston High, we all work in partnership to ensure the very best outcomes for each of our students. Our aims are simple: we want to achieve excellence so that each and every student reaches their academic potential. First class teaching is crucial to our students' achieving great outcomes and our dedicated team of specialist staff are enthusiastic, talented and strongly committed to providing the very best. Staff development is widely regarded as "leading edge". We have strong partnerships with universities and other higher education institutions and we actively support our staff in pursuing NPQs and other professional qualifications. This is a great place to learn and work, whether you are a teacher, student or a member of our support staff.

We place a high emphasis on respect and positive behaviour, which ensures that the school is a happy place to learn. Students involve themselves fully in everything the school has to offer. They attend well and are keen to learn. Young people enjoy coming to Neston High School and we enjoy teaching them. This is a wonderful community school but there is still work to be done. We are not perfect and so we strive to improve. There is no room for complacency here.

We look forward to meeting you, introducing you to our students and showing you our school.

Ms Kirsty Cunningham  
Headteacher





## TEACHER OF ENGLISH (Maternity Cover)

**Full time maternity cover position from September 2024  
Teacher payscale up to M6**

Do you have a passion for learning and strive to be an outstanding classroom practitioner?

Do you create engaging and challenging experiences for your students?

Do you have an excellent track-record of inspiring students to reach beyond their potential?

Do you want to join a supportive and enthusiastic team striving to build upon their strengths?

Do you want to join a heavily oversubscribed school in Cheshire with an excellent reputation?

Do you want to join a large school that supports the professional development of their staff?

If you are excited by your answers to these questions, then you may be our next teacher to join our English team.

We are looking to appoint an inspirational colleague, to join our thriving learning community.

We are building on present best practice and developing a new strategic vision in order to raise standards even further. We are looking for someone to join our English team who can bring creative new ideas to further enhance the learning experience of our students.

**Closing date: 9am Friday 5<sup>th</sup> July 2024**

**Interview date: Week commencing 8<sup>th</sup> July 2024**

Applications should be returned FAO Ms K Cunningham to Mrs H Leadbetter, PA to the Headteacher  
[leadbetterh@nestonhigh.com](mailto:leadbetterh@nestonhigh.com)

*Neston High School is committed to safeguarding and promoting the welfare of children and we expect all staff and volunteers to share this commitment. Applications will be subject to checks with past employers and enhanced check with the Disclosure and Barring Service. Applicants who have lived outside of the UK in the past five years will be required to provide a Police Check from their country of residence. In accordance with DfE Keeping Children Safe in Education 2023, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.*



## DEPARTMENT INFORMATION

This is an exciting opportunity to join a thriving and successful English faculty. The team consists of eighteen members.

We are looking for an enthusiastic teacher who is committed to ensuring all students make the best progress. In return, we offer the opportunity to become part of a highly motivated, professional and ambitious department.



The successful candidate will join a team of committed and forward-looking professionals; the department continually focus on honing their subject knowledge and employ research informed strategies to improve outcomes for all students.

English is not only well established at Key Stage 3 and 4, but also runs three of the most popular and highly successful courses in the Sixth Form: English Literature, English Language, and Media Studies. This year, over 60 students at Key Stage 5 opted to join these well-established courses.

We understand the centrality of English and literacy at the success of each student across the curriculum, and students engage with a number of platforms, such as SpellZone and First News. Reading for pleasure is embedded into our curriculum time and students also have access to a large on-site library and the school e-library.

We are interested to hear from you, whatever stage of your career. Neston High School has an exceptional support package for ECTs.



PERSON SPECIFICATION

Criteria	Essential	Desirable	Evidenced From?
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A relevant degree</li> <li>• QTS in English</li> </ul>	<ul style="list-style-type: none"> <li>• English degree</li> <li>• Additional evidence of CPD in the area of English</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Ability to teach English at KS3 &amp; 4</li> <li>• Evidence of planning and delivering schemes of work and lessons</li> <li>• A track record of high quality teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in an 11-19 school</li> <li>• Use of ICT in teaching of English</li> <li>• Ability to teach A Level</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
<b>Abilities and Skills</b>	<ul style="list-style-type: none"> <li>• To enhance the current school vision and ethos</li> <li>• To positively impact on learning outcomes for students</li> <li>• To lead and motivate students</li> <li>• To provide appropriate support and challenge to students</li> <li>• To take and act upon initiative</li> <li>• To have a strong presence and maintain a high profile</li> <li>• To safeguard and promote child safety and welfare</li> <li>• To work with a variety of partners with an inclusive approach to learning and teaching.</li> <li>• To prioritise and complete tasks</li> <li>• Effective communication and listening</li> <li>• A creative approach to problem solving</li> <li>• Strong interpersonal skills</li> <li>• Efficient resource management</li> </ul>	<ul style="list-style-type: none"> <li>• A good level of ICT proficiency</li> </ul>	<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• Selection process</li> <li>• References</li> </ul>
<b>Qualities</b>	<ul style="list-style-type: none"> <li>• Clear commitment to achieving the best for all members of the school community</li> <li>• Belief in inclusion, achievement and aspiration</li> <li>• Strong sense of community</li> <li>• Strong sense of justice and mutual respect</li> <li>• A dynamic approach</li> <li>• Sense of perspective</li> </ul>		<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• Selection process</li> <li>• References</li> </ul>





**Job Title:** Teacher of English

**Responsible to:** Curriculum Leader of English

### **OVERALL RESPONSIBILITY**

- To plan, develop and deliver high quality lessons and courses within the broad, balanced, relevant and differentiated subject curriculum using a variety of approaches, to continually enhance teaching and learning.
- To monitor pupil progress, keeping pupil records that include assessment outcomes and targets set at regular intervals in line with school policy, to enable all pupils to achieve their full potential.
- To maintain and build upon the standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people with regard to 'Keeping Children Safe in Education' and 'Working together to Safeguard Children' as well as the Prevent Duty.

### **SECTION 1 - GENERAL TEACHING DUTIES**

#### **Teaching and Learning**

1. Manage pupil learning through effective teaching in accordance with the Department's schemes of work and policies.
2. Ensure continuity, progression and cohesiveness in all teaching.
3. Use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils.
4. Set homework regularly, (in accordance with the School homework policy), to consolidate and extend learning and encourage pupils to take responsibility for their own learning.
5. Work with EAL/SEN staff and support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
6. Support individual learning, including pupils on the subject gifted and talented register, by planning work with appropriate challenge and monitoring and reviewing pupil outcomes regularly.
7. Work within the Assessment for Learning Strategy, using clear and precise learning objectives and defining criteria for success for each lesson.
8. Work effectively as a member of the Department team to improve the quality of teaching and learning, by contributing to the Department Improvement Plan and implementing and monitoring change.
9. Implement new initiatives, school, local or national, by adapting classroom procedures accordingly, monitoring progress and reflecting on pedagogical outcomes
10. Set high expectations for all pupils, to deepen their knowledge and understanding and to maximise their achievement.
11. Use positive management of behaviour in an environment of mutual respect that allows pupils to feel safe and secure and promotes their self-esteem.

#### **Monitoring, Assessment, Recording, Reporting, and Accountability**

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge.
2. Track pupil progress, monitoring achievement against targets set, and take appropriate action on pupil outcomes.
3. Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development.
4. Contribute towards the implementation of IEPs as detailed in the current Code Of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets.
5. Be familiar with statutory assessment and reporting procedures and prepare and present informative, helpful and accurate reports to parents.
6. Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.

#### **Subject Knowledge and Understanding**

1. Have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for examination courses.
2. Keep up-to-date with research and developments in pedagogy in the subject area.
3. Contribute to the effective use of subject resources, including evaluation of new materials and equipment.
4. Keep up-to-date with technological change and the use of technology to enhance delivery, and pupil access, to the subject.

### **Professional Standards and Development**

1. Be a role model to pupils through personal presentation and professional conduct.
2. Arrive in class, on or before the start of the lesson, and begin and end lessons on time.
3. Cover for absent colleagues as is reasonable, fair and equitable.
4. Be familiar with the School and Department handbooks and Departmental Portfolio contents and support all the School's policies, e.g. those on Health and Safety, Citizenship, Literacy, Numeracy and ICT.
5. Establish effective working relationships with professional colleagues and associate staff.
6. Be involved in extra-curricular activities such as making a contribution to after-school clubs and visits.
7. Maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including 'Every Child Matters' to implement the Children Act 2004, and the role of the education service in protecting children.
8. Liaise effectively with parent/carers and with other agencies with responsibility for pupils' education and welfare.
9. Be aware of the role of the Governing Body of the School and support it in performing its duties.
10. Be familiar with and implement the relevant requirements of the current SEN Code of Practice, DDA and Access to Work.
11. Consider the needs of all pupils within lessons (and implement specialist advice) especially those who:
  - have SEN;
  - are gifted and talented;
  - are not yet fluent in English.

### **Health and Safety**

1. Undergo Basic First Aid training and update courses.
2. Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
3. Co-operate with the employer on all issues to do with Health, Safety & Welfare.
4. Have an understanding of visits' procedures and the relevant actions to take when planning out of school activities.

### **Continuing Professional Development**

1. In conjunction with the line manager, take responsibility for personal professional development, keeping up-to-date with research and developments in teaching pedagogy and changes in the School Curriculum, which may lead to improvements in teaching and learning.
2. Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.
3. Implement and develop pedagogic procedures introduced through school, local or government initiatives.
4. Implement the use of new technologies that enhance teaching and learning.
5. Participate in leadership, peer and self monitoring and evaluation schemes, responding to, and acting upon, advice and guidance received.
6. Carry out reflective practice exercises to move classroom practice, teaching and learning, forward.
7. Use 'gained time' by revising teaching, learning and curriculum materials in readiness for new academic year; participate in collaborative planning sessions; provide additional pupil support or any activity directed by the Headteacher.
8. Maintain a professional portfolio of evidence and learning log to support the Performance Management process - evaluating and improving own practice.

9. Contribute to the professional development of colleagues, especially ECTs and ITTs.
10. Contribute to departmental development by sharing professional learning, expertise and skills with others in the team, through departmental training activities such as coaching and mentoring.

**N.B:** Every subject teacher will be expected to have pastoral responsibilities - detailed separately.

### **OVERALL RESPONSIBILITY**

- To plan, develop and deliver high quality lessons and courses within the broad, balanced, relevant and differentiated subject curriculum using a variety of approaches, to continually enhance teaching and learning.
- To monitor pupil progress, keeping pupil records that include assessment outcomes and targets set at regular intervals in line with school policy, to enable all pupils to achieve their full potential.
- To maintain and build upon the standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people.

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.

