

APPLICATION PACK

Please see advertisements for the following:

- Teacher/Instructor of English (Maternity Cover)
- Teacher of English (Full Time)



Application Information – Teacher of English



John Spendluffe Technology College

JSTC is a non-selective 11-16 co-educational school in a selective area. We are a popular, over-subscribed school of around 630 students. Despite being a secondary modern school, we have the full ability range including gifted and talented students. We are proud of the work that we do with our young people to enable them to challenge themselves academically and reach the highest of aspirations. At our most recent Ofsted inspection we were rated as 'Good' in all areas. We are very proud of our achievements; we will continue to develop and provide the best possible education for our young people. We are a single academy trust but have developed strong networks and links with a range of partners and other schools locally and throughout the county.

An Attractive Location

JSTC is situated in the small, quaint, rural market town of Alford on the edge of the Lincolnshire Wolds, an Area of Outstanding Natural Beauty (AONB). Lincolnshire is a large county with a variety of beautiful landscapes: flat fens, coastal marshes, clay vales and the rolling uplands of the Wolds, attracting an abundance of wild flora and fauna. Morning drives across the stunning and tranquil Wolds frequently creates wonderful memories and conversation with colleagues. The school site is well placed and at the centre of the community of Alford with good road links to major urban centres in the East Midlands.

Housing is extremely low priced compared to other areas of the UK and new build developments are enhancing the housing choices available in the region.

The School Site

The school site has been enhanced in recent years to include two new classroom builds, a re-furbished English teaching block, a remodelled, modern

canteen, and refurbishment of the original, attractive 1930s building. The school has an all-weather pitch and gym facilities which are all available for staff use.

School Ethos and Values

Supporting our students and their families to achieve the highest possible aspirations to a bright future lies at the heart of our daily work in school. High quality, extensive pastoral provision enables us to fulfil this mission. Our aim is to empower our students to become *'resilient, respectful and responsible'* in readiness for the next step of their educational journey. We are committed to serving each other, the students, and the wider community.

Our Students

Our students are our best ambassadors. They come from a wide rural and coastal area with the majority travelling by bus to school. Many students are not confident about the talents and abilities when they first arrive but through the hard work of our staff, we enable our students to develop and thrive into young adulthood. Students take part in a range of activities in and out of the classroom and visitors are frequently impressed with their courtesy, and the pride that they have in their school. Our students behave well and want to learn. Some students find academic work difficult and our experienced SEND team work hard to ensure that students have an appropriate curriculum and personal support. JSTC offers its students excellent opportunities to develop skills for life as well as academic qualifications. We want all of our students to develop into caring, active citizens.

JSTC has a strong coaching culture; a wide range of staff coach KS4 students to help them improve their resilience, independence, and self-efficacy.

Committed and Friendly Staff

Our dedicated staff believe passionately in improving outcomes for all students and this can be seen in the positive relationships with each other and in the classroom. Staff are happy to teach at JSTC and want to stay. There is a low turnover of staff each year as we believe in providing opportunities for career progression at JSTC.

Staff Wellbeing

Teaching is a demanding profession and we therefore ensure that staff wellbeing is at the core of our development. The school has a highly supportive ethos with respect to both staff and student wellbeing. The Wellbeing Learning Community is an active forum of different staff who engage in evidence-based practice to promote good mental health and wellbeing for students and staff.

Our Education Support Employee Assistance Programme provides impartial, confidential support and general advice on wellbeing, workload, and work-life balance. This EAP can provide fast-track counselling, financial and debt advice, legal support. Extra coaching support is available to leaders and line managers. In school, trained Mental Health First Aiders can support staff for

a range of feelings such as low morale, loss and bereavement, isolation, fear, stress, etc.

Staff enjoy engaging in social activities outside of school – particularly at the end of terms. There is sport to get involved in, such as football, netball and running; there are creative activities involving art and cooking too.

New Staff Induction

You will be warmly welcomed into our friendly school and supported in all areas of your practice so that you can enjoy teaching with confidence. JSTC offers a comprehensive and personalised induction training programme to all new staff including Academic Mentors, ITT trainees and ECTs. The New Staff Induction Team support all staff who are new to our school or their role, or returning after absence, regardless of their position. Staff are fully supported through a series of live and recorded training sessions.

Professional Development

The Governors, Headteacher and Senior Leaders remain committed to recruiting high quality staff to the school. Staff professional development and career progression are an important part the school's caring culture.

JSTC is committed to providing staff with opportunities to access nationally recognised professional development qualifications such as the new suite of NPQs as well as NPQSL, and NPQH.

We want our staff to enjoy their teaching, develop their professional practice and flourish in their careers. Our strong team of staff coaches and mentors provides personal and professional support for every stage of a teacher's career.

Staff share strong practice and our unique staff coaching programme provides exciting opportunities in professional research, inquiry, and collaboration.

We provide in-house training as have created strong partnerships with of the best and most relevant support.

Department Information – English

The English department aims to ensure that all students, regardless of their background and prior attainment, make rapid progress through enjoyable and enriching learning experiences. We aim to empower students to be independent, resilient, and confident learners who can articulate complex emotional and cognitive responses.

The English department is an experienced team led by a Head of Department who is also a senior GCSE examiner. The department is looking to appoint two roles; one being a FT English teacher and the second a maternity cover.

There are currently 11 members of staff within the department and this includes non-specialist teacher and those undertaking ECT/ITT. We are a strong, well-established, supportive team comprised of both full-time and part-time specialist teachers who are collaborative and innovative in their approach to teaching and learning. We presently have one ECT and one ITT in the department; however, most of the department were trained at JSTC and we thoroughly enjoy sharing our experience and skills with those new to the profession. We are involved in training English teachers almost every year.

The department networks with other schools and seek training and development to keep ahead of national developments in English and with changes in the curriculum. Members of the department attend subject exam board training meetings, visit other schools, and contribute to the formation of policy and practice within the department.

All students are taught a five-year curriculum in five or six groups per cohort. Year 7 are currently set academically with sets in other year groups. Class sizes are comparatively low. At KS4 all students study Pearson Edexcel GCSE English Language and Edexcel GCSE English Literature too. A strong programme of literacy provision from entry ensures that all students can enjoy a rich English curriculum, and that no student is left behind.

Lessons are taught in six dedicated rooms within an English block. The rooms are well-sized, bright, and airy. The department is well-resourced with texts, IT facilities, printers, telephones, and interactive whiteboards. Dedicated working spaces are available to staff within the English block; there is a Meeting Room with an IT zone to work in and a comfy seating area to recharge in at breaktime and lunchtime; a staff Learning Hub contains space to work quietly with a lending library of wellbeing and professional resources.

Position One: Job Description – Teacher of English (Maternity Cover)

**Part Time /Full Time /Unqualified Teacher / Instructor
applications welcomed**

Opportunity for Full Academic Year (Sep 2023 – Aug 2024)

Line managed by Head of English

Salary: Dependent on experience (evidence to be provided by candidate)

Purpose of Role:

- To support the work of the English department – staff and students.
- To improve standards (attainment and progress) reached by all students.
- To develop the English curriculum in both key stages.
- To inspire and enthuse teaching and learning.

Role and responsibilities of English teacher: Generic

- To meet the statutory Teachers' Standards.
- To teach English as directed by the Head of English.
- To implement assessment, recording and reporting systems to monitor student progress in accordance with national, school, and departmental policy.
- To undertake all necessary exam preparation and administration as required by your Head of Department.
- To share the supervision and development of English teaching areas.
- To attend departmental meetings and INSET sessions.
- To work evenings, twilights, Open Days and whole school events as part of directed time.
- To undergo training to enhance professional practice.
- To engage actively in staff performance development review process.
- To maintain accurate records and registers as required by the department and school.
- To complete relevant documentation to enable accurate tracking of learning, progress, and behaviour.
- To use relevant information to inform planning, teaching, and learning of students.
- To communicate effectively with parents of students as appropriate.
- To be a form tutor to an assigned group of students.
- To promote the general progress and well-being of individual students and of the form tutor group as a whole.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To alert the appropriate staff to issues experienced by students – including safeguarding concerns.

JOB DESCRIPTION

- To teach students according to their educational needs including the setting and marking of work.
- To apply the school Behaviour Management systems so that effective learning can take place.
- To mark, assess and give written, verbal, and diagnostic feedback as required.
- To continue personal development as identified.
- To undertake any other duty as specified by the School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above.
- To comply with the school's Health and Safety Policy and undertake assessments as appropriate.
- To show a record of excellent attendance and punctuality.
- To exercise a commitment to the school's ethos, vision and values and all school policies.
- To undertake any other duties or one-off tasks at the reasonable request of the Headteacher/SLT.

This job description sets out the duties at the time of drafting. The job description may be amended from time to time without incurring a change in the grading of the post.

Position Two: Job Description – Teacher of English

FT applicants welcome.

Opportunity to begin September 2023.

Line managed by Head of English

Salary: Dependent on experience (evidence to be provided by candidate)

Purpose of Role:

- To support the work of the English department – staff and students.
- To improve standards (attainment and progress) reached by all students.
- To develop the English curriculum in both key stages.
- To inspire and enthuse teaching and learning.

Role and responsibilities of English teacher: Generic

- To meet the statutory Teachers' Standards.
- To teach English as directed by the Head of English.
- To implement assessment, recording and reporting systems to monitor student progress in accordance with national, school, and departmental policy.
- To undertake all necessary exam preparation and administration as required by your Head of Department.
- To share the supervision and development of English teaching areas.
- To attend departmental meetings and INSET sessions.
- To work evenings, twilights, Open Days and whole school events as part of directed time.
- To undergo training to enhance professional practice.
- To engage actively in staff performance development review process.
- To maintain accurate records and registers as required by the department and school.
- To complete relevant documentation to enable accurate tracking of learning, progress, and behaviour.
- To use relevant information to inform planning, teaching, and learning of students.
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- To teach students according to their educational needs including the setting and marking of work.
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- To comply with the school's Health and Safety Policy and undertake assessments as appropriate.
- To show a record of excellent attendance and punctuality.
- To exercise a commitment to the school's ethos, vision and values and all school policies.
- To undertake any other duties or one-off tasks at the reasonable request of the Headteacher/SLT.

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HOW TO APPLY

How to apply – Teacher of English

Please contact the Headteacher's PA for an application form and further information.

John Spendluffe Technology College,
Hanby Lane,
Alford,
Lincolnshire,
LN13 9BL
Direct telephone: 01507 464308
Email: f.smith@jstc.org.uk.

Alternatively, application packs are available on the JSTC website. Prospective candidates are encouraged to visit the school.

Please contact the Headteacher's PA using the above contact details to arrange an appointment.

Completed applications should be e-mailed to the Headteacher's secretary or posted to the school.

Applications must be received by – Monday 27th March 2023 by 9am
Interviews will take place on – Wednesday 29th March 2023 (Times TBC)

JSTC is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts will be subject to an enhanced DBS disclosure, medical and reference checks. All pre-employment checks, undertaken are in line with Keeping Children Safe in Education.

