



Mary Webb School &
Science College



Candidate Information Pack

Teacher of English (Maternity Cover)

Mary Webb School & Science College
Pontesbury
Shrewsbury
Shropshire
SY5 0TG



Dear Applicant

Thank you for your interest in our vacancy for a English teacher with some KS3 RE (Maternity Cover)

In this pack you will find the following information:

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Thank you for showing an interest in our school. Having read the enclosed information, I trust you will feel encouraged to apply for the teaching vacancy within the English department. We are looking for an inspirational teacher of English who is able to communicate a real excitement and enthusiasm for their subject. The suitable candidate will also be able to teach religious education at KS3.

We want students to feel that they are successful and that English can help them to better understand the world they live in. We are interested in applications from suitably qualified graduates, who believe they have the qualities outlined in this brochure. An application would bring you a step closer to working in a busy, but really friendly and supportive, environment.

The English department is a well-established and hugely successful team that delivers a range of curriculum opportunities throughout Key Stages 3 and 4. At Key Stage 4 all students study GCSE English and English Literature. The department is well resourced in its own accommodation. This includes 5 dedicated classrooms fitted with interactive screens. The department has access to mobile devices that connect to the school network via a wireless system. I would strongly recommend contacting our Subject Leader for English, Rob Garry, prior to application.

The Humanities department is a supportive and hugely successful department. The department is a well-established team that delivers a range of courses and curriculum opportunities throughout Key Stages 3 and 4. At Key Stage 4 students can follow GCSEs in History, Geography and Religious Education. At Key Stage 4 all students follow a core Religious Education / ethics course that is designed to support students in developing speaking, listening and debating skills.

Mary Webb School and Science College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

I look forward to receiving your application.

Yours sincerely,

Peter Lowe-Werrell
Headteacher

English is an enriching and rewarding subject which we are passionate about here at Mary Webb School and Science College.

English is taught by 6 specialist teachers, each of whom has a broad and detailed knowledge of the subject.

Our aim is to develop critical, independent thinkers, who are able to express themselves confidently and accurately in all aspects of speaking, reading and writing.

We promote a creative and critical approach to reading and writing, fostering discussion and debate as well as securing high standards of writing and informed critical responses to reading.

Transition work is strong, primary feeder schools being given a class reader and activities which inform the work done in Year 7.

The KS3 curriculum has been redeveloped over recent years to reflect the requirements of the National Curriculum both in terms of writing for purpose and in the range and depth of study offered by units of work, including a study of the history of the English language and yearly work on aspects of Shakespeare and poetry. In Year 7 the department works closely with the Drama department to generate a cross-curricular approach to the study of Shakespeare's works.

The department sponsors and promotes a love of reading through the collective approaches to encouraging and monitoring the reading progress of its students. Regular use of the library and reading sessions at KS3 are supported with testing and assessment.

Where possible, visits from national and local authors, as well as trips to theatre productions, including Macbeth, A Christmas Carol and An Inspector Calls and 'Poetry Live' happen across the school year.

The successful candidate will be required to teach religious education and possibly geography at Key Stage 3. The humanities classrooms all have interactive boards and there are key texts and shared teaching resources developed by the department. The department places a high emphasis on literacy and supporting students to produce quality pieces of work. There are many enrichment activities that take place throughout the year including visits and school-based activities.

English at Mary Webb



The English department is a committed and professional team of subject specialists who work to ensure sustained progress for its students in all aspects of English study. We see the skills and knowledge that students gain with us to be fundamental to the success of students across the range of academic disciplines

**Mr Rob Garry
Subject Leader for English**

Learning Environment

"The English department at Mary Webb School is defined by its exceptional subject knowledge. The department boasts an eclectic range of specialised talents and offers a warm community of support to its teachers."

Vornie Watkins

English Teacher



The department is situated across a suite of five rooms close to the School Library. Each room is equipped with an interactive TV screen as well as the necessary audio equipment. The department has access to a bank of notebooks and the classroom-size suite of personal computers situated adjacent to the Library.

The department is well stocked with a range of texts from Shakespeare to modern texts for students. The department also provides reading boxes to the forms across the school for the purpose of whole form reading sessions during registration. The school has invested in better dictionaries and other resources to support the development of students' vocabulary.

Key Stage 3

Transition arrangements from Key Stage 2 to Key Stage 3 are exemplary in terms of continuity and knowledge of students' strengths and weaknesses as they arrive to begin the secondary curriculum. Students are taught in mixed ability groups of five classes per year group.

A redeveloped curriculum and assessment process ensures that students are better able to identify particular strengths and weaknesses across the disciplines of speaking and listening; reading and writing.

Assessments take place over the course of each half-term/unit of study and through formal examinations in year groups.

Key Stage 4

The students follow the new AQA 8700 specifications for English Language and 8702 English Literature GCSE courses.

The teaching of the content of the course begins in Year 10.

Students are taught in mixed ability groups with five groups in Year 11 and five in Year 10. English Language and English Literature results are consistently strong over time.

Interventions in Year 11 take place during registration periods and after school on Tuesdays, and are well attended by students.

Regular assessments and thorough moderation of standards take place every half term; the speaking and

listening component being practised at the end of Year 9 and taken and moderated at the end of Year 10.

In humanities, courses follow the national curriculum. In Religious Education, the locally agreed syllabus is followed. Students have a range of experiences in their lessons and they are assessed in a variety of ways.

Advertisement

Teacher of English with some KS3 RE MPR / UPR

0.56 fte, Maternity Cover

Required January 2025 (earlier start may be possible)

Mary Webb School and Science College is a successful and popular specialist science college, situated in a beautiful location, a few miles south of Shrewsbury.

Governors wish to appoint an outstanding, well-qualified and enthusiastic teacher of English. The successful candidate will be required to teach at Key Stage 3. This vacancy would suit experienced teachers or candidates new to teaching.

Potential candidates are encouraged to contact the school to speak to the Subject Leader for English, Rob Garry. Further details and an application form are available on the school website. The school does not accept CVs.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An online search will be undertaken as part of due diligence checks during the shortlisting process

Closing date: 12pm Friday 13th September 2024

Interviews to be held: Week commencing 16th September 2024

Information about the school

Mary Webb School and Science College is situated in a particularly beautiful location in the village of Pontesbury, just a few miles south of Shrewsbury. The site, surrounded by hills and woodland, provides an ideal setting for a school that aims to provide an educational experience firmly rooted in a modern rural context. We seek to open minds and widen horizons by ensuring that all our students are prepared for the challenges of life in the 21st century.

As a relatively small, community secondary school of over 700 students, staff and governors, we feel that the school has a number of distinctive features that makes it a little bit special. We aim to provide an environment in which each and every student can develop and flourish, and where the pursuit of excellence, in terms of personal development and academic achievement, is the aspiration of all. Relatively small class sizes ensures that every student receives personal attention.

The curriculum at Key Stage 4 is based around a core GCSE offer. We believe that this provides students with robust qualifications that support transition to post-16 education, training and employment. GCSE examination results at Mary Webb School and Science College have been good in recent years and are above national averages for attainment and progress across the curriculum.

GCSE results in 2023 saw 75% of our students achieving GCSEs in both English and mathematics at grade 4 and above. The school's Attainment 8 score was 48.33, which was higher than the Shropshire average for secondary schools. More than 11% of GCSEs awarded to our students were at grades 8 or 9. Most importantly, all our students were able to go on to the destinations they planned to in September 2023.

To view our latest Ofsted report from May 2023 please visit our website.

Inspection of Mary Webb School and Science College

Pontesbury, Shrewsbury, Shropshire SY5 0TG

Inspection dates: 7 and 8 June 2023

Overall effectiveness	Good
The quality of education	Good
Behaviour and attitudes	Good
Personal development	Good
Leadership and management	Good
Previous inspection grade	Not previously inspected under section 5 of the Education Act 2005

- Pupils feel safe and happy in this inclusive and supportive school.
- Pupils behave well and have positive attitudes to learning.
- Governors and leaders ensure that staff's well-being matters.
- Staff morale is high.
- The arrangements for safeguarding are effective.

Job Description

Purpose

- To share the school's commitment to safeguarding and promoting the welfare of children and young people.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a teacher/form 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.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth

MAIN (CORE) DUTIES

Teaching

- To teach students, including students from Severndale @ Mary Webb who are in mainstream lessons, according to their educational needs, including the setting and marking of work to be carried out by the students in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students.
- To undertake a designated programme of teaching.
- To ensure a high quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to students' needs and demands of the schemes of work.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

Job Description (Cont.)

Pastoral System

- To be a Form Tutor to an assigned group of students.
- To promote the general progress and wellbeing of individual students and of the form group as a whole.
- To liaise with Head of House to ensure the implementation of the school's support/pastoral system.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of Action Plans and progress files and other reports.
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate, as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHCE according to school policy.
- To apply the school's behaviour policy and management systems so that effective learning can take place.

Operational/Strategic Planning

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area.
- To contribute to the curriculum area's improvement plan and its implementation.
- To plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.

Curriculum Provision

- To assist the Subject Leader and SLT to ensure that the curriculum area provides a range of teaching strategies which complements the school's strategic objectives.

Curriculum Development

- To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives.

Job Description (Cont.)

Professional Development

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.
- To engage actively in the school's agreed Performance Management Review Process.

Recruitment/Deployment of Staff

- To ensure the effective/efficient deployment of classroom support.
- To work as a member of designated teams and to contribute positively to effective working relations within the school.

Quality Assurance

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the curriculum area in line with agreed school procedures, including evaluation against quality standards and performance criteria.
- To seek/implement modification and improvement where required.
- To review from time to time methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

Management Information

- To maintain appropriate records and to provide relevant, accurate and up-to-date information for school's MIS, including registers.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

Communications

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.

Job Description (Cont.)

Marketing and Liaison

- To take part in marketing and liaison activities such as Open Evenings, Parents Evenings, review days and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

Management of Resources

- To contribute to the process of the ordering and allocation of equipment and materials.
- To assist the Subject Leader to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, subject area and the students.



Personal Specification

Quality	Essential	Desirable
Qualified Teacher Status	Yes	
Degree in English or related subject	Yes	
A commitment to safeguarding and promoting the welfare of children and young people	Yes	
A commitment to achieving, maintaining and developing the attributes, knowledge, understanding and skills outlined in the core / post threshold professional standards for teachers	Yes	
Experience of teaching English at Key Stage 3 and Key Stage 4.	Yes	
Experience of teaching Humanities at Key Stage 3		Yes
Confident communicator	Yes	
Confidence in the use of ICT	Yes	
An ability to work in a team	Yes	
An ability and commitment to contribute to raising student achievement	Yes	
A willingness to embrace change and seek new challenges	Yes	
An understanding of the need to take responsibility for personal professional development	Yes	
An ability to self-manage workload	Yes	

How to Apply

Applications must be made on the official application form which can be found by [clicking here](#) or visiting www.marywebbschool.com/vacancies

The deadline for applications is 12 noon on Friday 13th September 2024, and we will be interviewing week commencing 16th September 2024. Please do not hesitate to get in touch with us if you have any questions or if you would appreciate an informal chat; we would be delighted to hear from you.

When completing the application form, please pay particular attention to:

The guidance notes on the front cover.

Section 8, Educational qualifications, please ensure you provide details of your qualifications, including GCE O level, GCSE or equivalent level 2 qualifications - a summary is not sufficient. Details of the institutions you studied at are required.

Section 11, Further Details: Please limit this section to no more than 500 words.

In addition to the guidance provided, please outline your views on teaching English to young people in the 11-16 age range and why English is an important part of a broad and balanced education for the twenty first century.

If you are interested in applying for the Head of House role, in conjunction with the post of English Teacher, please ensure you refer to it in your letter of application.

Section 16, References: The requirement for two employment references, one of which **must** be your current or most recent employer. Please include email addresses if possible.

We use an application form which states that the post is exempt from the Rehabilitation of Offenders Act 1974 and that the successful candidate must apply to have an Enhanced Disclosure from the Disclosure and Barring Service. The application form will request full and complete information about employment history.

All applicants are required to disclose whether they have any convictions, cautions, court orders, reprimands and warnings which may affect their suitability to work with children.

Incorrectly completed application forms will not be considered.



You can send your application via:

Email to:

nmurray@marywebbschool.com

Post to:

**Mrs N Murray
PA to Headteacher
Mary Webb School & Science College
Pontesbury
Shrewsbury
Shropshire
SY5 0TG**