



Application Pack and Job Description  
Teacher of English (Maternity Cover)  
Newton Abbot College



## Teacher of English (Maternity Cover) until 31<sup>st</sup> Aug 2025 Newton Abbot College

We are seeking an experienced English teacher who is proactive, passionate and enthusiastic to join our English Department to cover a maternity leave. Our English Department is a very experienced, supportive and collaborative department, who will welcome the individual as part of team. Our curriculum is delivered by booklets; and there are very clear expectations, systems and processes in the department which will ensure the successful candidate is well supported with planning and classroom delivery.

We are looking for someone who:

- Can build strong relationships with students.
- Can deliver excellent lessons in English up to GCSE.
- Is committed to raising standards
- Can demonstrate excellent planning and organisational skills
- Can enthuse and motivate all students
- Has incredibly high expectations
- Is an excellent team player
- Believes that all students are capable of success.

If you think you can make a difference to our students and relish the idea of joining our successful, supportive and highly motivated team in the delivery of an excellent English education, then we want to hear from you!

Newton Abbot College is an over-subscribed secondary school with a growing Sixth Form that is situated in the heart of Newton Abbot, Devon. Our mission is to support, challenge and inspire every individual to be better than they ever dreamt they could be. To achieve this staff and students share the same set of values and drivers that underpin an ethos of traditional values and incredibly high expectations and a culture of high-quality teaching supported by exceptional pastoral care. Staff wellbeing and professional development are always a priority and we work hard to look after our staff and provide them with opportunities to develop their practice and, if they wish, further their careers. There is a very strong sense of community and team at Newton Abbot College; everybody looks out for one another and everybody is proud of their role; as together we grow our college from strength to strength.

The Ivy Education Trust works closely with all schools within the Trust and beyond. The Ivy Education Trust celebrates the diversity of each of its schools and is founded upon the alignment of vision and values that we all commonly hold to secure the best outcomes for our pupils.

The Ivy Education Trust is committed to providing a broad, balanced and ambitious curriculum in all its schools so all children and young people develop the character and qualifications needed to open doors to their future success. A strong focus on developing and providing inspirational teaching and leadership in all schools, through school-to-school improvement, ensures outstanding progress and educational enjoyment for all members of the partnership's community.

The unique character of each school is celebrated and nurtured to ensure choice and variety in educational provision. The Trust is determined that all children should be able to attend a good or better school regardless of where they live.

Our mission is to improve life chances for every child and young person we serve, through broadening their opportunities and enabling them to reach their full potential. We support and all members of our learning community to dream big, aim high, and achieve more than they ever thought was possible. If you share these visions and aspirations, then we very much welcome your application for this post.

If you have any questions about the role, then please email Laura Newton, Head of Department, on [newton@nacollege.devon.sch.uk](mailto:newton@nacollege.devon.sch.uk)

Application forms and further information are available from our website, [www.ivyeducationtrust.co.uk](http://www.ivyeducationtrust.co.uk) or via email to [recruitment@ivyeducationtrust.co.uk](mailto:recruitment@ivyeducationtrust.co.uk)

Completed application forms should be sent to [recruitment@ivyeducationtrust.co.uk](mailto:recruitment@ivyeducationtrust.co.uk). We reserve the right to interview before the closing date, so please get your application in early.

Closing date for applications is Monday 4<sup>th</sup> November at 9am. Interviews will be arranged once applications have been shortlisted.

Dear applicant,

First, I would like to say a huge thank you for your interest in working at Newton Abbot College.

When I started as Headteacher in September 2021 every time I asked a member of staff what they loved about working at Newton Abbot College the reply came back the same: the staff and the students! And after working here for three years, I completely agree with them; our staff body are friendly, caring, inspiring, diligent and collaborative. They epitomise the essence of team and I feel privileged to be part of it. And our students are kind, respectful, hard-working and take a real pride in our college community and the role that they play in it; they make me proud!

As a staff, our mission is to provide *all* our students with the best possible educational experience that we can; an experience that supports, challenges & inspires them to achieve their potential and develop into well rounded, kind, resilient and responsible young people, who have a deep love of learning and a curiosity about the world in which they live. We have the highest expectations and standards in all that we do; nowhere more so than in the classroom, where lessons are consistently high-quality, inspiring and engaging because all our teaching staff deliver lessons within the Newton Abbot College Lesson Framework that is based on the work of Lemov, Sherrington and Rosenshine.

Our curriculum is academically aspirational but also provides the right balance of challenge, support and personalisation to ensure every child succeeds. We ensure, both inside and outside the classroom that we maximise the opportunities we provide our students, so that they in turn can achieve beyond what they thought was possible. We do this by offering an enrichment calendar which is unrivalled in its breadth of offer and in what it has enabled our students to experience and achieve – most recently our U-14 and 16 Netball teams getting through to the National Finals, and the college being awarded the ArtsMark Platinum Award.

We treat everyone in the Newton Abbot College community with care and compassion, providing a supportive and collaborative environment so together we create a strong culture and community that everyone plays a role in. It is a community that is built on our values of courage & perseverance, hard work & achievement, kindness & respect and pride & aspiration; values that we expect everybody to embrace and embody.

We offer our staff disruption free classrooms built on a whole college framework of behaviour for learning expectations; centralised behaviour systems; a weekly coaching programme for all staff (because, in the words of Dylan Williams, 'every teacher needs to improve, not because they are not good enough, but because they can be even better'); opportunities for in-house career progression, access to our Trust leadership development programme and a leadership team who always prioritise staff wellbeing. We have very strong Pastoral and Business Support teams, who together play a vital part in helping us provide our students with the best possible educational experience we can.

If you share our passion and commitment to offer the best and be the best and would like to be part of the Newton Abbot College team as together we aim to achieve our mission, then please apply; we would love to hear from you.



Amy Grashoff  
Headteacher  
Newton Abbot College

# Job Description

<b>Post Title:</b>	Teacher of English
<b>School:</b>	Newton Abbot College
<b>Salary Grade:</b>	MPS
<b>Contract Type:</b>	Maternity Cover until 31 <sup>st</sup> Aug 2025
<b>Responsible to:</b>	Head of Department - English

## **Key purpose of job:**

In accordance with the college Teachers' Standards, develop and deliver the English curriculum across the age and ability range, in accordance with the requirements of a professionally qualified teacher, ensuring high quality teaching and learning with outcomes that meet and exceed projected student progress.

## **Expected outcomes:**

Students, regardless of their social or cultural background, are motivated to succeed and make outstanding progress through creative, relevant and innovative teaching and learning.

## **Main duties:**

- Teach English across the age and ability range from KS3-KS4 in such a way as to challenge and inspire all students, with clear objectives, delivered in line with department schemes of work and college policies.
- Plan and deliver lessons to students according to their educational needs and with reference to prior attainment, SEN and EAL as required, striving to ensure equal opportunities for all and to provide students with the opportunity to achieve their potential.
- Assess, record and report on the development, progress and attainment of students in line with college policies, ensuring that marking and assessment are of consistently high quality and in accordance with the college assessment policy.
- Maintain effective behaviour management in the classroom, using positive behaviour strategies to ensure learner's engagement in the lesson and maintaining the college's high expectations of behaviour for learning within every classroom.
- Monitor the progress and achievement of the students following the course and identify the appropriate intervention strategies for underachieving students.
- Set high expectations for students and develop their behaviour for learning through focused teaching and through the development of positive and productive relationships, utilising the college's behaviour management software to support rewarding and sanctioning students.
- Manage, develop and share resources to enhance teaching of English. Main Pay Range/Scale teachers are expected to contribute towards the creation of departmental schemes of work and assessment methodologies from the end of their ECT year (with some experience of doing this within the ECT year).
- To maintain a thorough and up-to-date knowledge of the teaching of your subject(s) and to take account of wider educational developments relevant to your work.
- To engage actively in the college's Coaching CPD.
- Contribute to objectives of the curriculum area within the college objectives and take part in an

annual review of the subject and curriculum area.

- Take a full role in the pastoral system of the college, by being a tutor and a member of staff well known to the community of students.
- To ensure the effective and efficient deployment of classroom support while working as a member of a designated team and contributing positively to effective working relations within the college.
- To attend meetings and undertake break time duties as and when required, within directed time, as appropriate to the role and hours.
- To communicate and discuss students' progress with parents and, where appropriate, to communicate and cooperate with persons or bodies outside the college.
- To follow agreed policies for communications in the college.
- To take part in marketing activities, such as Open Evenings, Parents' Evenings, review days and liaison events with partner colleges/colleges; and Awards evenings and celebration events; and to contribute to the development of effective subject links with external agencies and partners within the Trust.
- To engage actively in the college's Performance Management review process.
- To embrace the continued professional development programme within the college, striving to be a lifelong learner, maximising opportunities to have an impact within your role and to use the outcomes to improve your tutoring and teaching and students' learning.
- Be familiar with, fully support and reinforce the aims, ethos, policies and procedures of the college and Trust with students, staff, parents and other stakeholders where and when appropriate.
- To make an active contribution to the development of the college's policies, including Department Improvement Plans and the overall college Improvement Plan and to contribute to the process of college Self-Evaluation taking full account of quality standards and performance criteria.
- To supervise/line manage any technician, teaching assistant or temporarily assigned post within their curriculum area, as directed by the Subject Team Leader.

#### **Other duties**

- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
- The Trust operates a Smoke-Free Policy, and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
- To support the achievement of the college's objectives by working proactively with colleagues on projects or activities outside direct area of responsibility as required.
- To conduct oneself in a manner befitting a member of staff at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students at the college.
- To follow the college's ICT policy for safe use of ICT.
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the college's safeguarding policies. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS.
- To place the safeguarding of all children in the college as the highest priority.
- To comply with legislation, policies and procedures relating to confidentiality and data protection, reporting any concerns to the appropriate person.
- To work in compliance with the codes of conduct, regulations and policies of the college and its commitment to equal opportunities.
- To comply with the college's Health & Safety policy and statutory requirements.

- To undertake any other additional duties not detailed above as required and as specified in the college Teachers' Pay and Conditions document, as long as they are commensurate with the level of the job.

This is not an exhaustive list of duties; they may be varied from time to time without changing the general character of the job or the level of responsibility. A high degree of flexibility and adaptability is an important element of this role.

This is a description of the role as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed.

# Person Specification

Criteria	Essential	Desirable
<b>Qualifications</b>		
Teaching Qualification	✓	
Good Honours Degree	✓	
Class of Degree 2:2 or higher	✓	
Class of Degree 2:1 or higher		✓
<b>Professional experience and knowledge</b>		
Ability to teach English to GCSE level	✓	
<b>Personal aptitudes, qualities and skills</b>		
High expectations of self	✓	
Belief in students' ability to succeed	✓	
Ability to act on advice and be open to coaching	✓	
Dedication and commitment	✓	
Openness to innovation and improving own practice	✓	
Ability to collaborate and work co-operatively	✓	
Commitment to extracurricular activities	✓	
Understanding of diverse teaching and learning styles	✓	
Ability to teach engaging, motivating lessons	✓	
Understanding of assessment for learning	✓	
Ability to set high levels of challenge for students	✓	
Ability to relate well with students, staff and parents	✓	
Understanding of behaviour management techniques and of the relationship between teaching and behaviour	✓	
Understanding of safeguarding issues and promoting the welfare of children and young people	✓	
Suitability to work with children	✓	

Ivy Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All employees are expected to undergo Disclosure and Barring and employment checks.



# ENGLISH DEPARTMENT

## Staffing

The successful applicant will join an ambitious and expanding team that currently consists of 15 teachers, who are a mix of full time, part time and senior leadership, alongside a Literacy Co-ordinator. The team strives for excellence in all areas and constantly seek to look for ways to develop our approaches and curriculum to ensure our students do they very best they can.

All members of the team actively contribute towards the development of the department and regular formal and informal meetings ensure that standards of teaching and learning reflect the aims of the college.

## Accommodation

The department has eleven teaching rooms that are fitted with digital projectors, visualisers and projectors with further access to computer rooms and Chromebooks if necessary.

## Approach

The aim is to stretch and challenge all our students whilst still ensuring a fair learning environment and one that works closely with parents/carers to ensure effective links between teacher, student and home. The team are building a curriculum that celebrates our literary heritage; teaches a range of texts to promote diversity and voices and fosters curiosity about how language works. Above all though, the main goal is to raise student achievement and we do this through a consistent approach to teaching and learning using the NAC Lesson Framework of Excellence, responsive teaching and expecting excellence from our students.

Within the classroom the college aspires to promote:

- high expectations of what our students can achieve.
- firm and fair discipline
- a positive ethos and development of strong relationships with out students.
- the celebration of student achievement.

Serving the students to the best of their ability, the team strives for:

- mutual support and respect
- teamwork and collaboration
- CPD for all
- challenging lessons.

## Curriculum

Our curriculum is an ever evolving one. All our planning is underpinned by threshold concepts designed to teach students the fundamentals of our subject. We aim to ensure our KS3 has a strong foundation for their GCSE studies, in which they understand the text as a construct and understand how language can be manipulated for impact. To that end, students study both fiction and nonfiction texts that both teach students about the evolution of the text and the power of the human voice. Further improving students' literacy and oracy skills is an ongoing priority within this and is embedded throughout schemes of learning. Alongside this, we are keen to promote students' reading for pleasure, and utilise a fortnightly wider reading lesson to foster a love of reading.

At GCSE the department study AQA English Language and Literature, and study the key texts of Romeo and Juliet, An Inspector Calls, A Christmas Carol and the Power and Conflict poetry. Both our KS3 and KS4 is delivered using a booklet led curriculum, supporting students to navigate their learning and ensuring high quality Teaching and Learning is central to our delivery in every classroom. At A Level the department follows AQA's English Literature Specification A and, in addition, offers AQA A-Level Language and WJEC A-Level Media Studies. Notably, teachers take the same approach to teaching Key Stage 5 as to teaching younger students by creating structured lessons that build confidence and independence whilst fostering a passion for our subject.

## Enrichment

The department is working to ensure that our enrichment opportunities continue to develop. These range from author visits, public speaking and writing competitions, both in and outside the college, as well as theatre visits where the opportunity arises.

The team is looking forward to welcoming the successful applicant into the department.

## Why work at Newton Abbot College? Because we look after our staff.



Fairy Godmother scheme – every member of staff has an anonymous fairy godmother who leaves them messages (cards and/or gifts).



Annual flu jab offered to all staff.



Annual diary/and or planner and staff handbook for all staff to aid planning and induction.



No am briefings after a late-night whole school event.



No after school meetings in the first and last week of each half term.



In-trust career development and leadership courses; support to access the NPQ suite of courses and progression opportunities within the college's leadership structures.



Centralised detention system for non-completion of homework and behaviour that does not meet expectations.



All teaching staff receive weekly incremental coaching as their personalised CPD to develop pedagogy; no whole school one-size-fits-all approach.



Staff social events each term and staff sport sessions/running club.



PowerPoint clicker, visualiser and timer for all teaching staff to facilitate lesson delivery.



Dedicated INSET days following exam and assessment windows to allow for marking, moderation and planning.



Regular safeguarding updates to empower & protect staff.



New staff buddy system: a buddy outside the department to catch up with for support.



Transparent meetings schedule and sacrosanct line management meetings to ensure consistency of experience.



Room 101 – regular opportunities to meet with the Headteacher and talk about things you'd like to change about the college.



Laptop and tablet for teaching staff to allow for administering of ClassCharts without interrupting use of PowerPoint/other software delivering the lesson.



Late start/early finish cards x 2 for every member of staff.



SLT & coaching team open door policy.



College calendar published at the year start detailing deadlines for advance notice.



Centralised department schemes of work and shared resources.



Three cover supervisors employed to minimise rarely cover.



Only three data drops a year per key stage, staggered to ensure drops are manageable and timely.



Cake (and fruit)-at-break Fridays.



Communication strategy that protects time outside of the school day by promoting a 7am-7pm email window, core working hours, individual working patterns and no-email days.



Numerous strategies to value staff contributions e.g. colleague of the month, thank you postcards, shout-outs.

Our mission is to provide all our students with the **best educational experience** we can. We are **driven** by having **high expectations & standards** in all we do; **delivering high quality lessons** that **inspire & engage**; **maximising opportunities & outcomes**; **treating all individuals with care & compassion**; and **creating a strong culture & college community**.