



# TEACHER OF ENGLISH

(MATERNITY COVER)

START DATE: JANUARY 2023



SCHOOLS ACHIEVING SUCCESS TOGETHER



SHERBORNE AREA SCHOOLS' TRUST

September 2022



Dear Applicant,

Thank you for expressing an interest in the post of Teacher of English at The Gryphon School.

Accompanying this letter is information about the School and the Department which we hope will provide you with everything you need to know to apply for the post.

We are seeking to appoint an ambitious, creative, and inspiring teacher with energy, enthusiasm, and a love of English. This role is suitable for a teacher or ECT currently on the Main Pay Range of the teachers' pay (M1-M6). This is a fixed-term, full-time post to cover a period of maternity leave with an ability to teach English to GCSE, and with the potential to teach GCSE Film Studies as well.

Our new recruit will join a team of professional, experienced and able specialists, dedicated to continuing to provide the high level of teaching to which our students have become accustomed. This is a great opportunity to join an English Department that is large, creative, and dynamic. There is a real passion for literature, language, and literacy.

The successful candidate will have:

- a strong subject knowledge and passion for all aspects of the written and spoken word
- the ability to embrace and contribute to the vision and direction of the team
- the ability to play a full role in maintaining and enhancing the current high standards in the Department
- the ability to support, challenge and inspire our students, encouraging them to achieve the best they can through the promotion of outstanding teaching and learning
- excellent communication skills and the ability to celebrate and promote high quality teaching and learning
- the ability to be a team player who will go the extra mile to support students and who will enjoy the challenges of this role

We are looking for someone with high expectations, a love of their subject, the ability to inspire and laugh whilst enjoying the challenges of this role. You need to be a team player with the inner determination to develop continually, picking up the best ideas from around the world in education. In return, you will join a Department that is full of activity, rewarding and friendly. We have a great record for supporting and developing all of our staff through our own training and links with NCSL providers.

You are very welcome to visit us in advance of an application or to contact us to find out more.

Very best wishes,

*N J Edwards*

Nicki Edwards  
Headteacher

# THE APPLICATION PROCESS

We look forward to receiving your application by **9am, Monday 3<sup>rd</sup> October 2022**

Interview's will be held the **week commencing 10<sup>th</sup> October 2022**

You are asked to provide the following:

- A completed application form
- A letter of application of no more than 2 sides of A4 detailing your experience and expertise

Applications should be sent either by post, marked 'Confidential' to: HR Admin Team, Shaftesbury School, Salisbury Road, Shaftesbury, Dorset, SP7 8ER or preferably by email to: [recruitment@sast.org.uk](mailto:recruitment@sast.org.uk)

Should you wish to arrange a visit to view the School, please do not hesitate to contact Caroline Rabbetts, Office Manager on [caroline.rabbetts@gryphon.dorset.sch.uk](mailto:caroline.rabbetts@gryphon.dorset.sch.uk) who will also be happy to arrange this.

The Gryphon School, part of the Sherborne Area Schools' Trust (SAST), has an absolute commitment to safeguarding and promoting the welfare of children. The School follows the national and Dorset policies and procedures for child protection and security and the interview will include questions about safeguarding children. Current and/or previous employers will be contacted through references as part of the verification process pre-appointment checks if the applicant is short listed. The successful applicant will be required to undertake an enhanced disclosure check with the Disclosure and Barring Service.

Sherborne Area Schools' Trust recognises the benefit of having a diverse workforce and is committed to building a workforce which reflects diversity from the communities it serves. SAST values the contributions from all staff from a wide range of different backgrounds and actively seeks to promote an environment that is free from discrimination and harassment and at the same time supports fair promotion and cultural acceptance. Under the provision of the Equality Act 2010 SAST welcomes applications from everyone and operates a recruitment process which is fair and does not discriminate against or disadvantage anyone because of their age, disability, gender reassignment status, marriage or civil partnership status, pregnancy or maternity, race or nationality, religion or belief, sex or sexual orientation.





## ENGLISH DEPARTMENT – USEFUL INFORMATION

Our large team of 10 full time and 2 part time English teachers is dedicated, enthusiastic and inspiring. We like to benefit from each other's extensive skills at every opportunity and sharing of best practice is a key feature of all of our meetings. Over the years we have established and maintained a high level of success in public examinations, at GCSE and A level. We have consistently attracted good numbers to study at post 16, including a significant proportion of boys. The Department has clear Schemes of Work including a broad range of literature and language resources. We encourage staff to capitalise on their own enthusiasm, skills and knowledge and are keen to support career progression within the Department structure. Film Studies is also an important strand of the Department with several specialist teachers supporting the teaching of the GCSE and A Level courses.

The English Department keeps good stocks of set texts and other resources in our centrally located office as well as in our twelve classrooms. The School has a very well-equipped Learning Hub which is in constant use by English staff. All classrooms are fitted with interactive whiteboards and multi-media facilities like visualisers. E-learning is a priority and there is Wi-Fi across the site; iPads are used extensively and students are encouraged to use the latest technology to make notes, interact in lessons and access revision resources.

In English the pupils are usually taught in mixed ability groups, although we have some smaller groups in all Key Stages to cater for students with particular needs. Class size is usually between 27 and 30 in KS3, between 20 and 30 at KS4 and between 10 and 20 at KS5. Short intervention schemes are often used by our Nurture & Learning Support Department to ensure that all students are making progress. The Schemes of Work, which are regularly updated, list core activities and assessments alongside other suggestions to allow staff the flexibility of personalised interpretation of lessons. All Schemes follow National Curriculum guidelines where necessary, including a renewed focus on the teaching of spelling, punctuation and grammar. We use a wide range of texts at KS3 - from *The Breadwinner* in Year 7 to *Pigeon English* in Year 9. We think it is important to include diverse voices, including those of black and female writers, and we have created detailed resources to support their delivery. It is essential that we encourage our students to be tolerant and critical thinkers by the time they leave the Gryphon. Assessment in Years 7-9 is currently being re-developed with a focus on core skills like effective comprehension and SPAG. We feel that we are centrally placed to provide quality literacy teaching throughout our curriculum.

Currently at Key Stage 4 our students study AQA GCSEs in English and English Literature, aiming for Grades 1-9. In Summer 2022, our results far exceeded the national average in terms of attainment and this paves the way for our healthy uptake in Year 12. WJEC GCSE Film Studies is also offered as an option subject, with students studying films as diverse as *District 9* and *Juno*.

At post 16 we offer two year linear courses in AQA A Level English Literature and AQA A Level English Language, as well as WJEC Film Studies.

Approximately 100 students commence a course in one of the subjects in Year 12 and each group is taught by two teachers, allowing new teachers to have opportunities to teach A Level courses. We like to feel that the popularity of English throughout the School has an important bearing on our A level success.

A wide range of opportunities is offered to our students including visits to poetry days, Theatre trips and taking part in public speaking competitions like Youth Speaks. One of our previous debating team members was selected to deliver a TED talk in May 2019. The Department, and the School as a whole, benefits from strong links with other schools, locally and throughout the South West, often attending joint Inset sessions, at which areas of expertise, training and information are shared.



The English Department has also been awarded the Prince's Teaching Institute Mark in recognition of 'increasing challenge within the curriculum, further enthusing pupils with activities beyond the curriculum, developing the staff's own specialist knowledge and developing subject-based links outside school'.

The person appointed to this position will be an excellent teacher, able to enthuse students and demonstrate a real passion for English. At The Gryphon, a main scale teacher currently teaches 43 out of 50 one-hour periods over a two-week timetable, including five PPA periods.

If you would like to discuss this post please do not hesitate to contact Prue Bendell, Head of English  
[prue.bendell@gryphon.dorset.sch.uk](mailto:prue.bendell@gryphon.dorset.sch.uk)



# PERSON SPECIFICATION

## Teacher of English

### Inter-personal attributes

- Able to build relationships quickly, with humility and empathy, whilst showing respect to others - students, parents and colleagues - to get the best out of them
- Positive, optimistic, caring, kind and approachable
- Willing to be immersed in the life of a busy and successful school

### Communication and Interaction

- Communicate clearly and accurately both orally and in writing
- Able to listen and respond appropriately
- Flexible to adapt your style in different situations
- Strong and confident ICT skills for teaching and management
- Contribute as a great team player

### Planning and Organising

- Manage daily responsibilities and priorities
- Work efficiently and effectively to meet deadlines and deliver successfully
- Design, produce and share high quality learning schemes and resources

### Knowledge

- Good honours degree and/or relevant high level expertise
- A real interest in educational issues, approaches and alternatives from around the world
- Strongly support the ethos and culture of the school

### Leadership Skills

- Proactive and confident, yet humble and considered
- You can inspire and motivate others
- Make informed decisions on a daily basis
- Ensure high professional standards including student progress of all groups of students

### Problem Solving

- Enjoy facing new challenges
- Find, propose and lead solutions
- Use resources, intellect, creativity and innovation to be successful

### Resilience

- Hungry for a challenge
- Have patience and endless energy to persevere through the challenging moments
- Tenacious and versatile
- Maintain a positive mindset

### Self-evaluation

- You are aware of strengths and weaknesses
- Strong desire to learn from others so that you can be even better
- Able to share and support others

We are interested in all these attributes for colleagues joining the Gryphon family but appreciate that some will be areas that you have a desire to develop and grow with our support once you are here. A sense of realism and humour are really important.

# THE ADVERT

## TEACHER OF ENGLISH



**Start Date:** January 2023  
**Closing Date:** 9am, Monday 3<sup>rd</sup> October 2022  
**Salary:** Main Pay Range of the teachers' pay (M1-M6)  
**Contract:** Fixed term until 31.12.2023, full-time post

We are seeking to appoint an ambitious, creative, and inspiring teacher or ECT with energy, enthusiasm and a love of English. This is a fixed term, full-time post to cover a period of Maternity Leave commencing January 2023. This post also comes with the possibility to teach Film Studies. This is a wonderful opportunity to join a large, successful, and supportive team.

The successful candidate will

- Have a passion for all aspects of the written and spoken word
- Have excellent communication skills and the ability to celebrate and promote high quality teaching and learning
- Have the ability to embrace and contribute to the vision of the Department and school
- Be able to build relationships quickly
- Have a positive approach
- Have a real interest in educational issues, approaches and alternatives from around the world
- Be proactive and confident
- Use resources, intellect, creativity and innovation to be successful
- Have the ability to support, challenge and inspire our students, encouraging them to achieve the best they can through the promotion of outstanding teaching and learning
- Have the ability to be a team player who will go the extra mile to support students and who will enjoy the opportunities of this role

SAST will conduct online searches of shortlisted candidates. This will be part of safer recruitment check, and the search will purely be based on whether an individual is suitable to work with children. All aspects of social media and internet searches will be conducted. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not be on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern

Safeguarding responsibilities associated with this role may include engagement in regulatory activity, such as administering first aid or supporting an upset child. It will have contact with young people on a day-to-day basis. SAST is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and the post is subject to safeguarding checks, including an enhanced DBS check and Children's Barred List check. The post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Sherborne Area Schools' Trust (SAST) recognises the benefit of having a diverse workforce and is committed to building a workforce which reflects diversity from the communities it serves. SAST values the contributions from all staff from a wide range of different backgrounds and actively seeks to promote an environment that is free from discrimination and harassment and at the same time supports fair promotion and cultural acceptance. Under the provision of the Equality Act 2010 SAST welcomes applications from everyone and operates a recruitment process which is fair and does not discriminate against or disadvantage anyone because of their age, disability, gender reassignment status, marriage or civil partnership status, pregnancy or maternity, race or nationality, religion or belief, sex, or sexual orientation.

This role is UK- based and your right to work will need to be established as part of the appointment process.



# THE GRYPHON SCHOOL

## WHAT WE PROVIDE



### High Quality Professional Development

- INSET Programme with national speakers e.g. Sir John Jones, Simon Mayo
- Time is provided for learning and development in everyone's staffing allocation
- Middle leader training programme
- New staff induction programme
- 2<sup>nd</sup> year teacher programme
- Opportunities for sharing of best practice and expertise
- Encouragement of individual action research through appraisal
- Opportunities to mentor student teachers on ITT, Schools Direct, volunteers and other routes

### Support for Teaching

- Investment in resources, facilities and the environment
- Outstanding ICT infrastructure including Wi-Fi, resources
- Strong departmental support structure
- Free iPad for all teachers
- Timetabling ensures specialist teach in their subject areas and there are rarely any split classes
- Designated support for reprographics, trip management, student behavioural support, SEND needs etc
- Dedicated team of school cover supervisors

### Links with other schools

The Gryphon is outward looking and a lead member of various school development groups. This facilitates visits, exchanges, subject sharing, leadership support and enhanced student opportunities.

- Jubilee Group – eight schools across the SW from Devon to Wiltshire and Gloucestershire
- South West Academies Group – nine academy schools across Devon, Somerset and BANES
- North Dorset – five secondary schools, a Special school and a PRU
- Sherborne Schools Partnership of nine feeder primary schools with whom we have excellent cross-phase academic collaboration Y6-8 curriculum and transition.
- Since 2014-15 we have been part of the national PiXL group

### Supporting families

- Forget me Not Nursery on site
- Supportive to colleagues for time off during periods of family illness/crisis
- Supportive of requests where possible to attend graduations, family weddings, special family events, house moves

### Practicalities – little extra touches

- Generous allocation and pattern of INSET Days to support staff learning and development and wellbeing
- Quality free seated lunch provided on INSET Days
- Free on-site parking

### Strong Staff Community

- Very active, vibrant, Staff Social Committee who arrange an array of social events and activities across the year
- Large main staff room – and we hold weekly whole staff briefings
- Successful and very competitive staff sports teams playing other schools
- Amazing involvement in charity events, national days, productions, teams, public speaking, Duke of Edinburgh etc



# SHERBORNE AREA SCHOOLS' TRUST (SAST)

## INFORMATION



SAST is a multi-academy trust, formed in June 2017, of seven schools serving the West and North Dorset area as well as students from South Somerset. Currently, there are 17 schools with more than 5,000 students and over 850 members of staff. SAST has large town primary schools with over 300 children, smaller village primary schools and nursery provision. SAST also has 4 secondary schools including a state boarding school and Sixth Form and a large 11-18 secondary school with a Sixth Form of over 400 students. There is a mix of formerly maintained and Church of England schools - both voluntary controlled and voluntary-aided in the Diocese of Salisbury. We believe in preserving Schools in their local community.

### **Our Schools:**

A key principle of the SAST is that member schools maintain their own character, such as church and community status. All schools in the multi-academy trust are equal partners and are committed to the principles of collaboration, sharing expertise and resources to enable all partner schools to deliver excellent education for all young people in their care.

At the heart of SAST is the desire to work in partnership, to collaborate with others and to be outward facing for the benefit of children and staff. The schools have extensive links beyond the immediate area and are keen to extend these further. The Gryphon School was designated as a National Teaching School and National Support School in the summer of 2017 and leads the North Dorset Teaching School Alliance.

SAST works by providing opportunities to share and improve - to develop further our provision as well as supporting the quality of leadership and management. This includes sharing best practice, being creative in maintaining a broad and diverse curriculum, ensuring the care and support is in place for children and families and enabling further staff and teacher development. We also work together on meeting the challenges of funding and the opportunities for financial efficiency, determining for ourselves which services and providers we will use to provide outstanding provision for our children. There is real strength in coming together with a collective responsibility for all the children's development and progress between 0-19 years.

### **What we value – our ethos:**

#### **Partnership and Collaboration**

Our schools support each other, by sharing expertise and resources, to ensure improvement.

#### **Pursuit of Excellence**

We provide a high-quality education to enable all students and staff to aspire, thrive and succeed.

#### **Holistic Lifelong Learning**

We promote the personal development of every child and a love of lifelong learning for our students and staff.

#### **Equality and Distinctiveness**

We celebrate the individuality of each school and all in it. We are proud to be at the heart of our local communities.

### **Organisation - How we work:**

All our schools are successful. Of course, we recognise that we need to continually improve and evolve. The priority is to enable every School to continue to provide an excellent education for all our students

while protecting the school's role at the heart of its community, along with our unique qualities and strengths.

There is a balance as to the responsibilities delegated to Schools and those that are the responsibility of SAST. The focus is to continually evaluate, improve and develop through strong, effective, and accountable leadership at all levels. The aim is to establish clear, simple and effective accountability including slim and streamlined governance.

## Partnerships:

Partnership and collaboration are a core feature of all our Schools – a genuine desire to be outward-facing, to use the best ideas from across the world. The schools have always worked closely together and across Dorset and Somerset.

## SAST Benefits:

As part of the Sherborne Area Schools Trust, we can offer you a range of benefits including:

- High quality CPD opportunities
- Employee Assistance Programme and subsidised access to the Gryphon Sports Centre
- On-site nursery provision at some of our academies
- Cycle to work scheme

