

The **Herewoode** Academy

JOB APPLICATION PACK

Teacher of English

Salary: MPS/UPS

Contract: Full Time, permanent

Closing Date: Friday 27th November 2026 at 9am

Start Date: January 2027 (flexible for the right candidate)

nova Education Trust

The **Herewoode** Academy



Welcome from the Head Teacher

Dear Applicant,

Thank you for your taking the time to read this pack and for your interest in joining our amazing team at The Herewoode Academy.

Our school is the heart and hub of our community. Our core purpose is to transform the lives our young people and to develop their knowledge, character, personality and understanding of the world to ensure they thrive and enjoy a happy life. This is all underpinned by amazing care compassion and support.

Undeniably, academic success is really important. However, our school is about more than that. It is about providing opportunities, enrichment, experiences and creating lifelong memories.

Furthermore, our staff are the vehicles which enable our students to thrive. There is therefore a comprehensive package of induction, support, professional development and workload strategies we employ to ensure staff are well looked after and developed too. There is a fully comprehensive perks package too which all employees are subscribed to.

Our school is on a journey to becoming a transformational provider of education. We are not the finished article and are always striving to improve so that our students get the best possible deal.

We value the relationship that we have with parents and carers. After all, we are a community of staff, students and parents working together to achieve the best for every child and young person who attends The Herewoode Academy.

To see our amazing school in action; to meet our amazing staff and students and to experience and bring to life what I have summarised above, I really welcome potential applicants to get in touch, come for a look around and ask any questions you may have.

I look forward to receiving your application.

Ash Modi
Head Teacher

About The Herewoode Academy

At The Herewoode Academy, we believe that every young person deserves to feel valued, supported and inspired to achieve their very best. Our school is a welcoming and inclusive community, where students develop ambition, character and confidence.

Everything we do is underpinned by our CARE values: Compassion, Aspire, Respect and Engage. These values shape our culture, guide our decisions and help create an environment where every member of our community feels a true sense of belonging. We encourage our students to demonstrate these values both inside and beyond the classroom.

We are passionate about providing a high-quality education that combines academic excellence with exceptional pastoral care. Through high expectations, strong relationships and a broad range of experiences, we empower students to become resilient, responsible and successful young adults.

At Herewoode, we are proud of our diverse community which celebrates individuality and values mutual respect. We are ambitious for our future and together with our students, families, staff and wider partners, we are committed to creating a school where every child can flourish, unlock their potential and develop the knowledge, skills and values needed to succeed in life.

Teaching and Learning

Our Teaching and Learning strategy ensures that all our young people are fully challenged and engaged though our offer of a rich and inspiring curriculum which enables each individual to explore their potential, build on their strengths and discover their passion. We do this by embedding a culture of respect, responsibility, resourcefulness and resilience. Our curriculum journey empowers students to make successful life choices and meaningful contributions to society.

Arts and Culture

Our Arts and Culture strategy develops vital life skills such as creativity, critical understanding, empathy and collaboration — all important for building resilient individuals and communities who believe that anything is possible.

Sports and Physical Activity

Our Sports and Physical Activity strategy ensures that every student has access to world class sports facilities and physical and health education — an offer which extends to the wider community; Our Health and Wellbeing strategy ensures that every member of the school community has the knowledge, tools and confidence to take care of their own health and wellbeing and to encourage those around them to do the same.

Careers and Employability

Our Careers and Employability strategy ensures that we provide timely and impartial careers knowledge which raises aspirations and unlocks every students potential to succeed These strategies, combined with excellent relationships, a strong team spirit and a drive for excellence in everything we do, underpins our ethos. Staff are not only skilled, but their dedication, enthusiasm and support for the students means that every child who attends the academy has the opportunity to maximise their own ambition and excel through the high standards of teaching and personal development.

Building a community to be proud of

We are proud of our excellent track record of collaborative place based leadership to date and have learnt an enormous amount about how to engage local people and the wider systems with authenticity and purpose. As such, the appetite for learning and building active, healthy communities is now shared by a growing network of partners and is demonstrated by our whole system approach which focuses on a wider geographical area than just New Parks.

Through our community based work we have recognised that traditional methods of creating change that involve 'top down' or 'bottom up' approaches lead to linear silos. Our approach of building communities from the inside out has avoided the silo effect and ensured common purpose towards whole system changes.

We have recognised that organisations and communities are interlinked and interdependent, therefore a system perspective is at the centre of all our work, not just within the realm of sport and physical activity but across the healthcare, social care and public health system as well as more broadly across the 'place shaping agenda'.

Our approach to place leadership applies equally to local leaders within communities and to organisational leaders, strategic influencers and political leaders. We believe and work on the principle that true collaboration has no hierarchy and builds on the logic that partnership is the union which enables all parties to do something together that they cannot do alone. Genuine collaboration within a complex system as required adaptive practice by all involved and we are developing this through all our strategies.

Working in such uncertain, diverse and complex communities where approaches do not yield their normal expected results. We have needed to work flexibly as we encounter unprecedented situations and as our understanding of the local community grows.

















Job description

Post: Teacher of English

Responsible to: Head of English

Purpose

As a Teacher of English at The Herewoode Academy you will inspire our learners to develop their love of English through innovative teaching, and sharing your passion for the subject.

You will be part of a team who are committed to providing excellent teaching and learning and enable students to develop their learning skills in English at GCSE level.

This job description is not a complete description of the role, as you are required to undertake any other reasonable duties within the level of responsibility and grading of the post as directed by the Head Teacher.

Relevant qualifications

- Qualified Teacher Status
- Degree in a relevant subject

Key responsibilities

- To uphold and fulfil the requirements of the Teachers Professional Standards
- Teach students within allocated classes, enhancing their learning and providing the opportunity for achievement for all students
- Planning and preparing tasks which challenge students and ensure high levels of interest during lessons
- To promote excellent behaviour for learning through developing strong relationships with students underpinned by respect and aspiration
- Monitor the academic progress of students within allocated classes and implement appropriate strategies to address underachievement
- To assess, record and report on the progress and attainment of all students within allocated classes
- To register the attendance of students in class
- To set appropriate homework
- To mark student's work and give appropriate and constructive feedback
- To research new topic areas, maintain up-to-date subject knowledge, and devise and write new curriculum materials
- Communicate with parents and carers over students' progress and participate in departmental meetings, parents' evenings and whole school training events
- To be committed to continually improving your practice through commitment to CPD
- Undertake critical self-evaluation and then participate in continuous professional development designed to enhance the quality of teaching or other working practices

General

- All teachers must adhere to and consistently meet teacher standards.
- It is a requirement of all posts within the Academy that Health and Safety requirements are upheld in the performance of duties
- All employees of the Academy are required to uphold the policies and procedures of the school
- All staff will ensure the safeguarding of young people by the implementation of Child Protection and other safeguarding policies.

General Teaching Responsibilities:

- Ensure fulfilment of the teacher standards by: preparation, implementing new ideas and initiatives, working as a team member to ensure a high quality of teaching and learning, and responding to current school initiatives
- Be aware of relevant issues and ensure the safeguarding and welfare of students.
- To promote and safeguard the welfare of children and young people for whom you are responsible and with whom you encounter during the course of your duties and responsibilities. Your conduct must always be in accordance with the school's policies and procedures
- To report any causes for concern relating to the welfare and safety of children to the designated person and the Head Teacher or if unavailable the designated safeguarding governor or a member of the Senior Leadership Team
- To attend safeguarding training as required by the school and maintain your knowledge and understanding of your responsibility for safeguarding children in this school
- Fulfil the role of mentor
- To take reasonable care for the health and safety of themselves and other persons who may be affected by their activities and where appropriate, safeguarding the health and safety of persons under their control and guidance in accordance with the provision of Health and Safety legislation

Person specification

	Essential	Desirable
Qualifications	• Qualified Teacher Status • Degree in a subject relevant to the role • Experience teaching a wide range of abilities • Consistently graded good or outstanding through lesson observation • Evidence of good or better achievement/progress data for qualification groups • Effectively carry out the duties of a Tutor/Mentor	• Experience of delivering good or better English lessons at KS3/4 • Taught in more than one school
Experience	• Ability to teach at KS3 & KS4 • Understanding of a range of effective pedagogical approaches, including strategies to meet the needs of students with SEND • Ability to creatively engage and enthuse students • Knowledge of current issues and recent developments in the curriculum area • Capacity to use ICT as integral part of teaching • Understanding of equal opportunities issues and their application to work	• Can share good practice credibly with others • Understand the principles of coaching • Solution focused • Understanding of school/national performance data
Skills & Knowledge	• Have a wide range of teaching and learning strategies • Understanding of the teacher standards and their application • Understanding of achievement data and how it is analysed • Awareness of a teacher's role in safeguarding of young people • Understanding the importance of effective marking and assessment	
Personal qualities	• Understanding of the importance of and commitment to ongoing professional learning • High standards and expectations • Can work as part of a team • Organised and proficient • Contribute to an inclusive ethos • Ability to earn respect from stakeholders • Integrity, optimism and resilience • Confident and clear communicator • An ability to fulfil all spoken aspects of the role with confidence through the use of English Language	• A willingness to contribute to extra curricular activities • Motivational of others • Ambitious and willingness to progress further in career

How to apply

Candidates should apply for this role through our website at **www.novaeducationtrust.net/careers**. Wherever possible, please provide email addresses for your referees. Click on the 'Apply' button and follow the instructions to upload Nova's application form and complete the online equal opportunities monitoring form*

*The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

The closing date for applications is **Friday 27th November 2026 at 9am**

Interview

Interview date to be confirmed. If you have not heard from us within two weeks of the closing date, please assume that unfortunately, on this occasion, your application has not been successful.

Safeguarding

The Herewoode Academy is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior consent.

Child Protection statement

We recognise our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We endeavour to provide a safe and welcoming environment where children are respected and valued. We will be alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. The procedures contained in this policy apply to all staff, volunteers and governors and are consistent with those of Nottinghamshire Safeguarding Children Board (NSCB).

Equal opportunities

We are an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all colleagues.

Our commitment is to treat every individual how they would like to be treated. This is so that you experience a sense of inclusion, feel respected, valued, safe, trusted, and that ultimately, you belong.

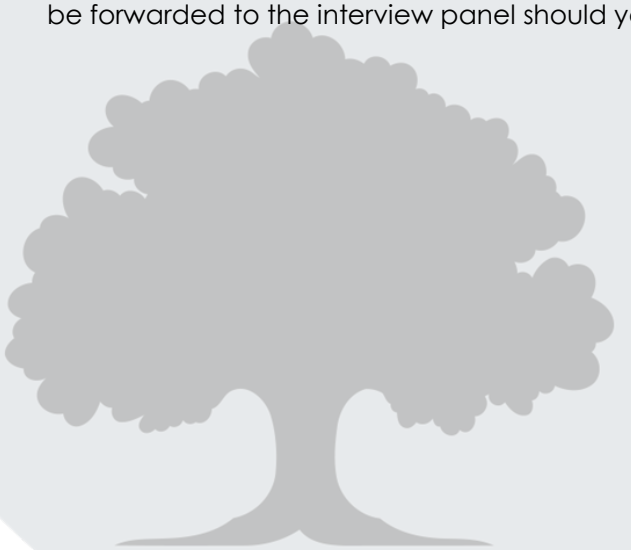
If you would like to discuss any accessibility requirements for the recruitment process or the role, please contact **hr@novaeducationtrust.net** and we will be happy to discuss.

How we monitor recruitment

On application we will ask you to fill in an anonymised form which indicates your protected characteristics. This is you helping us to achieve our equal opportunities commitments.

We analyse Equalities information to look at trends and to see if our diversity initiatives are having an impact across our recruitment processes. Your data will help us measure our progress and understand where we need to act.

All Equalities data is anonymised and will be kept separate from your application form and will not be forwarded to the interview panel should you be selected.





Welcome from the CEO

Dear Applicant,

Thank you for your interest in working at the heart of **Nova Education Trust**. I hope that you will find this pack useful and informative in helping you to find out more about our organisation and to complete your application.

Since 2011, Nova Education Trust has successfully supported schools of all phases to secure improved educational standards. Over the last few years, our organisation has undergone a significant transformation and is unrecognisable culturally, educationally, financially and in governance terms from the organisation it was pre-2021.

Educationally, we go from strength to strength. 94% of our academies are now judged by Ofsted as Good or Outstanding, compared to 47% that weren't when they joined us. Nova's KS2 SATs performance is strong whilst Progress 8 and 5+ EM across all of the schools is currently ranked as one of the highest in the region. We are highly valued and respected by the DfE, the Local Authorities and other local trusts. This is testament to our brilliant pupils, staff and the communities that we serve. Our trust support and governance is strong and has been externally recognised as amongst the best in the sector and our organisation is financially stable. We understand and we believe that schools belong to their communities — the mission is the same, but the vision may look different in our range of contexts and settings.

We are committed to our vision, values, ambitions and principles, and we are determined to achieve our mission of creating transformational schools. We are looking for a talented and inspirational leader who is committed to transforming the lives of our learners, with the imagination, passion and experience to support and challenge us to even greater things in the service of our young people.

Nova Education Trust is an organisation that trusts and empowers its staff. Front and centre to this is our commitment to well-being and engagement because we believe in enabling people to be at their best. We are changing the way we support people to grow and develop, through 'coaching, not telling' — we now have over 150 professionally-trained coaches in the organisation and we have plans to train all middle and senior leaders. We think it's essential that colleagues can access excellent professional development and progression pathways which suit their individual needs. We pledge to lead the way with Diversity, Equity and Inclusion in our organisation. We will introduce new and innovative ways to increase the diversity of our workforce and continue to strive for an inclusive culture in which people have a voice and can contribute, feel a sense of belonging and are able to be themselves.

It is such a pleasure and privilege to lead such a talented group of staff who are forever looking for new and innovative ways to make us even better, each and every day. I am so proud of what we have achieved so far but I know that we can do even better, despite the challenging educational landscape that we find ourselves in. We have a highly skilled, experienced, dynamic and diverse board. They are so supportive yet professionally challenging and there is a great synergy and trust between the board and the executive team.

If you have got a sense of humour, drive, energy and enthusiasm to make us even better then we'd love to hear from you. This is a fantastic opportunity to join a values-driven trust at an exciting stage in our development.

Further information can be found at **novaeducationtrust.net/careers**.

A. Rahman

Ashfaq Rahman
Chief Executive Officer

About Nova Education Trust

As a cross-phase Multi Academy Trust, we create compelling school cultures where all are motivated to aspire and grow.

We establish aspirational, purposeful, celebratory and inclusive learning cultures for pupils, staff and our wider community.

We are committed to excellence; we are confident about our future and determined to achieve our aims.

Our mission is to create transformational schools.

Our family is currently made up of 19 academies (six primaries, 12 secondaries and one sixth form college), which includes our two partner schools in the Madani Schools Federation in Leicester.

The trust is growing and has plans to expand into other areas and regions in the very near future.

We also run a successful School Centred Initial Teacher Training (SCITT) programme making us a key player in the region by developing new teachers and providing training and development programmes for existing teachers and support/operational staff throughout their careers.

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Our values

We work with **honesty**, **integrity**, **humility** and **professionalism**.

We **trust** and are **loyal** to each other — we demonstrate a selfless commitment in all that we do.

We **innovate** and **influence** — we create opportunities for sharing and learning, and we pioneer civic collaborations.

We all **learn** together in our **vibrant**, **creative**, **diverse** and **inclusive** family of schools.

We are highly **ambitious** — staff and learners believe through **kindness** and **hard work**, all can succeed and grow.

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Our principles

Excellence: We will always aspire for excellence in all that we do by showing courage, heart, determination, hard work and discipline. We want excellence to become a habit.

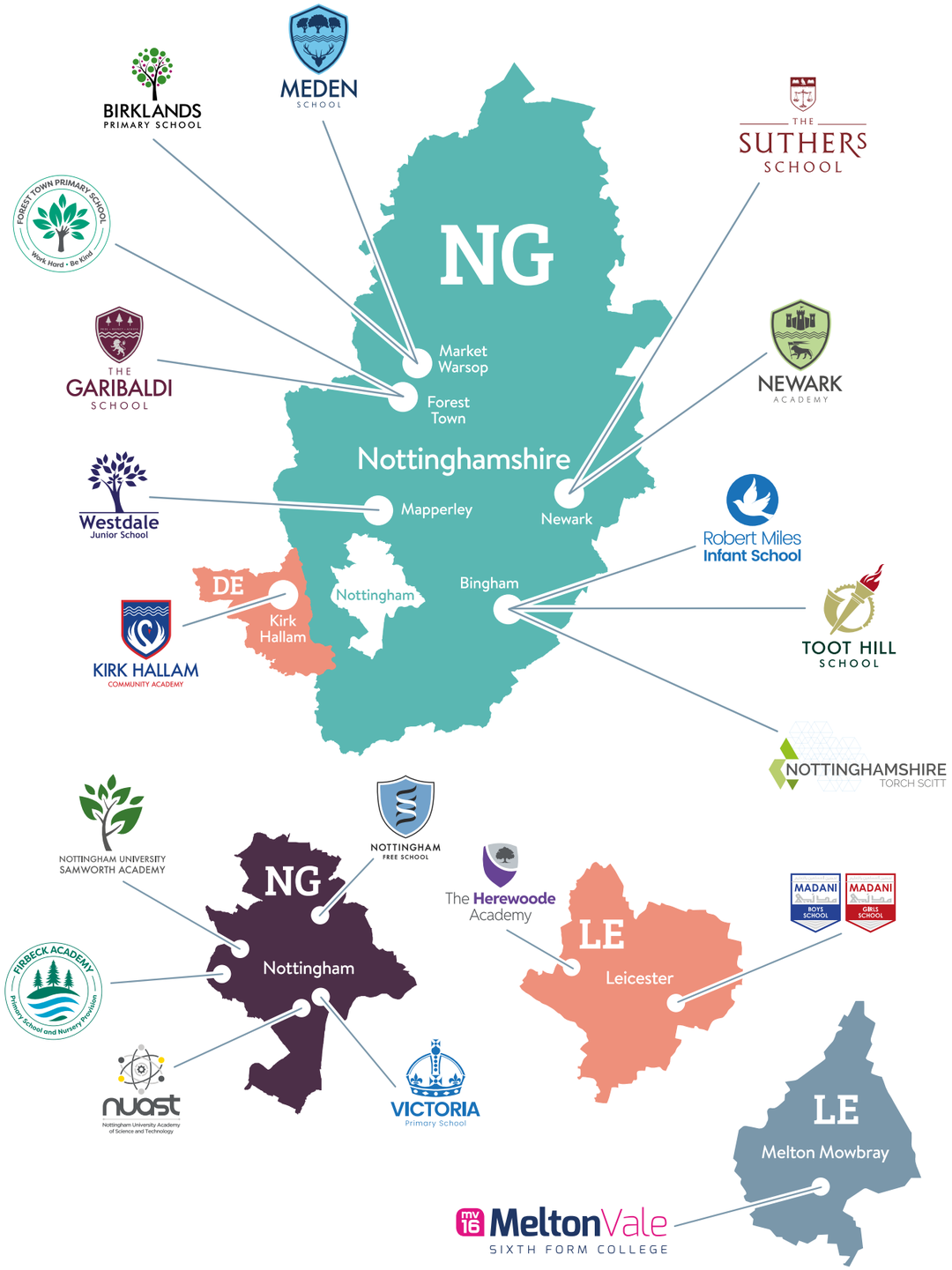
Partnership: By listening to our whole communities, opening conversations and providing opportunities for everyone's voice to be heard.

Expertly trained and professional staff: By investing in the professional development of all our staff so that they become experts in their professions.

Trust and empower all staff: By demanding that we act with honesty, integrity, clarity, rigour and simplicity in all that we do.

Focus on learning: An exceptional curriculum and highly effective pedagogy at the heart of all that we do, ensuring our strategy is evidence informed.

Our family



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Our central team

We employ a skilled cohort of colleagues to provide specialist support to our family of schools to enable them to be operationally sound and to provide capacity for them to focus on teaching and learning and leadership development.

Our central team is based at the University of Nottingham Innovation Park (UNIP) on the Jubilee Campus as the central hub of all of our schools.

The Executive Leadership Team, with the CEO, meet weekly to support the development and improvement of the trust and deliver three Head Teacher training and briefing sessions as scheduled throughout the academic year.

We employ circa 40 colleagues across the **central team**.

We pride ourselves on our vibrant and dynamic team and foster a sense of collaboration and connectedness through our daily interactions, weekly briefings and our purposeful and deliberate Away Days.

We operate an informal hybrid model of working, which includes working on-site from the head office, school visits and remote working through our Dynamic Working Policy.

Supporting our colleagues

We're proud to offer an exciting, dynamic and collegiate place to work. Our colleagues are dedicated to having an impact and they make a lasting difference to the lives of our children and young people.

We nurture a culture within our trust where everyone feels respected, valued, safe, trusted and ultimately have a sense they belong. We feel, it's that sense which enables people to be their best selves, to grow and succeed as highly competent professionals and add transformational value.

We put well-being and engagement front and centre:

- You'll have access to regular check-ins with your line leader, to discuss how things are going and to talk about what's important to you.
- You'll have opportunities to directly influence trust plans for well-being and engagement.

We develop leaders who:

- Actively listen, communicate clearly, invest time in coaching and nurturing talent, and recognise your contributions.
- Cultivate supportive and inclusive teams who are open and committed to learning from each other, sharing different ideas and practices.

We will encourage and support you to develop and grow:

- Ensuring you have access to focused growth conversations so you can develop both personally and professionally.
- Facilitating trust wide professional networks and communities where you can draw on expertise and collaborate with like-minded and diverse talented colleagues.
- Providing opportunities to network with colleagues outside of the trust as part of our commitment to civic collaboration.

Providing access to range of fantastic benefits through 'Nova Perks', including:

- Bike scheme
- Technology scheme
- Motorsave
- Lifestyle benefits
- Instant discounts
- Savings club
- Workplace ISAs
- Financial planning
- Financial education resource module
- Peer-to-peer
- Lift-share
- Car salary sacrifice
- Health cash plan
- Gym scheme
- Healthy living resource module

Nova Perk Day

In addition to our standard leave provision, we offer all colleagues the opportunity to take one paid '**Nova Perk Day**' per academic year. This can be taken during term time for any chosen reason. This is in support of our continued commitment to colleagues to achieve a healthy work-life balance.

Sick pay

All colleagues are entitled to a generous sick pay entitlement depending on their continuous service.

Pension

All colleagues are auto-enrolled into the relevant pension scheme. LGPS for support staff and Teachers Pension for teaching staff.

The Herewoode Academy

Ofsted Good Provider

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