


# Recruitment Pack Teacher of English



ALWAYS  
LEARNING

## Introduction

Dear Applicant,

Thank you for your interest in the role of Teacher of English in Scott Medical and Healthcare College. Scott Medical and Healthcare College joined Greenshaw Learning Trust (GLT) on 1<sup>st</sup> January 2021.

This is a unique and exciting opportunity for an excellent and motivated individual who is committed to supporting students to achieve their academic potential both within and outside the classroom environment. You must have a desire and determination to make a significant contribution to the outcomes of students within a GLT school in Plymouth and further contribute to the life chances of the young people in the school and across the Trust.

The Greenshaw Learning Trust is a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice, and learn from each other, whilst retaining and developing their own distinctive character.

The Greenshaw Learning Trust website provides a clear picture of our aspirations and our vision for schools within the Trust; however, please do not hesitate to contact us to seek further information - [www.greenshawlearningtrust.co.uk](http://www.greenshawlearningtrust.co.uk).

We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect our own.

If you would like an informal conversation about this role, please contact Naomi Leech, Headteacher via email [nleech@scottcollege.co.uk](mailto:nleech@scottcollege.co.uk)

Please find enclosed a recruitment pack and we look forward to receiving your application.

Yours sincerely,



Naomi Leech  
Headteacher

## **Greenshaw Learning Trust – About us**

The Greenshaw Learning Trust is a successful multi academy trust that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve.

Each school in the Greenshaw Learning Trust is led by its own leadership team and a local governing body, who have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure to ensure that they achieve real benefits from collaboration and receive the support that they need. Our culture of trust and openness fosters mutual support and continual improvement.

School-to-school collaboration is enabled by regular contact between school leaders and joint training and development, supplemented by a shared service team of specialist pedagogical and support service experts. Our shared services provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, family liaison, therapies, data management, estates and facilities, finance, HR, catering, and governance.

From its establishment in 2014, the Trust has grown significantly and currently employs around 2,150 people and educates over 14,000 students. We have approval to open a new secondary school and secondary special school in South London and we are planning to grow further over the coming months and years.

## **The Greenshaw Learning Trust Mission Statement**

*We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.*

*We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.*

*We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.*

## Scott Medical and Healthcare College – About us



Scott Medical and Healthcare College is situated in the vibrant waterfront city of Plymouth in the South West, which is packed full of historical interest, cultural attractions and set in an area of outstanding natural beauty with easy access to several national parks and award winning blue flag beaches.

We are a relatively new social, health and medical care studio school for 13 – 19-year-olds and welcomed our first cohort of students in September 2017. We moved into our brand new, self-contained and purpose built, medical centred facility in September 2018. Our staff and students benefit from the modern specialist teaching and science rooms which houses specialist equipment, mentoring and coaching suites and a fitness gym. Our Ofsted inspection graded the school as “Good” and the full report can be accessed via the following website address:  
<https://scottcollege.co.uk/ofsted-report-2020>

Medicine and health and social care is one of the largest employment sectors in the region and the demand for skilled entrants into employment remains high. We work in close partnership with Plymouth University’s Faculty of Health: Medicine, Dentistry and Human Sciences, University Hospitals Plymouth NHS Trust and Livewell Southwest to bring about a new approach to learning, blending traditional teaching with real, project-based learning and work experience.

We aim to inspire students with a thirst for learning, a drive to succeed and a curiosity to learn, develop and care. Our vision is for a school providing the medical and healthcare professionals of the future, transforming the life chances of all of our young people. We shall provide an education which will enable students to enter higher education and the job market with key specialist medical and healthcare experience as well as having the work experience, skills and attitudes which will enable them to move into employer or higher education and become valued staff to prospective employers.

## **Greenshaw Learning Trust Employee Benefits**

The Greenshaw Learning Trust recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues.
- Excellent CPD opportunities and career progression.
- Employer Contributions to Local Government Pension Scheme.
- Cycle to work scheme.
- Gym membership scheme.
- Employee Assistance Programme.
- Eye Care Voucher scheme.
- Childcare Voucher Scheme
- Car Benefit Scheme
- My Health discounts

## Terms and Conditions

<b>Line Managed by:</b>	Head of English
<b>Line Management:</b>	N/A
<b>Contract:</b>	Permanent
<b>Salary:</b>	MPS/UPS
<b>Hours of Work:</b>	Full-time
<b>Place of Work:</b>	Scott Medical & healthcare College, Plymouth
<b>Medical Examination:</b>	Appointments are subject to a satisfactory medical report.

**Superannuation:** Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Teachers' Pension Scheme or a Personal Pension Scheme. Details of the Teachers' Pension Scheme are available at:

<https://www.teacherspensions.co.uk>

**Disclosure & Barring Service Check:** This appointment is subject to the receipt of a satisfactory enhanced Disclosure and Barring Service check.

Greenshaw Learning 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 teaching and support members of staff must undertake the required pre-employment checks which include the uptake of references both professional and personal and a satisfactory enhanced Disclosure and Barring Service (DBS) Check.



## **Main responsibilities and duties:**

We are looking for a talented English teacher to join our ambitious, forward thinking, new 13 – 19 school specialising in medicine and healthcare. You will need to have the knowledge, skills and mind set to be an exceptional teacher, ideally experience of working in an outstanding school and the ability to teach English at GCSE and possibly A level.

If you are forward thinking, base your pedagogical approaches in research and have a passion for contributing to the life chances of young people, we would warmly welcome an application from you.

### **Your role**

Teach our English curriculum across the ability range at KS4.

Teach English to higher GCSE level and possible A Level.

Contribute to enrichment activities within English and the wider college.

Be a tutor for one of our small tutor groups

## **Job Description**

### **Pre-Threshold Teacher**

The appointment is subject to the current conditions of employment for Pre Threshold teachers contained in the School Teachers Pay and Conditions Document, the 1998 School Standards and Framework Act, the required professional standards for Qualified Teacher Status and other current legislation.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

### **General Description**

To carry out the following professional duties of a teacher as circumstances may require and in accordance with the College's policies under the direction of the Headteacher.

### **Pupil Progress**

- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Mark and monitor students' work and set targets for progress
- Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving

**Professional Practice**

- Identifying SEN or very able students
- Provide clear structures for lessons maintaining pace, motivation and challenge
- Make effective use of assessment data and ensure coverage of programmes of study
- Ensure effective teaching and best use of available time
- Monitor and intervene to ensure sound learning, behaviour and discipline
- Use a variety of teaching methods to:
  1. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary.
  2. use effective questioning, listen carefully to students, give attention to errors and misconceptions.
  3. select appropriate learning resources and develop study skills through books, ICT and other resources.
- To produce, interpret and report information relating to attendance pattern and provide updates to SLT
- Reporting and recording attendance safeguarding incidents on CPOMS
- Maintaining student fire registers
- Managing student exclusions, including paperwork and reintegration meetings for all year groups
- Lead on communication home to parents via a texting service for first day calling and general school communication
- Reporting staff absences via the HR portal and liaising with the cover supervisor

**Contribute to the Ethos and Priorities of Scott College**

- Contribute to College development planning and promote the learning priorities of the College Improvement Plan
- Contribute to the development and/or implementation of College policies
- Use the Performance Management Process to advance student learning and enhance professional practice in line with the College's aspirations and priorities
- Have lead responsibility for a subject or aspect of the College's work and develop plans which identify clear targets and success criteria for its development and/or maintenance
- Promote the wider aspirations and values of the College.
- Act as a positive role model for colleagues and students

**Trust Standards**

- Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Trust's Code of Practice and its policies and procedures
- Work within the requirements of the Trust's Health and Safety policy, performance standards, safe systems of work and procedures
- Undertake all duties with due regard to the Trust's equalities policy and relevant legislation
- To uphold and promote the ethos and values of the Greenshaw Learning Trust



## **Job Description**

### **Post-Threshold Teacher**

This appointment is subject to the current conditions of employment for Post Threshold teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required professional standards for Qualified Teacher Status and Post Threshold teachers and other current legislation.

This job description may be amended at any time following discussion between the Headteacher and member of staff and will be reviewed annually.

### **General Description**

To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, actively engages in and takes responsibility for Professional Development of both self and others, and has students who achieve well.

### **Core Requirements of the Post**

In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics who will securely meet and often exceed the teaching standards and, in particular, will:

- Inspire trust and confidence in students and colleagues
- Build team commitment with colleagues and with students in the classroom
- Engage and motivate students
- Demonstrate analytical thinking
- Improve the quality of students' learning

### **Pupil Progress**

- Demonstrate appropriate consistent progress
  - ✓ for the majority of students
  - ✓ across all teaching areas
  - ✓ across all spectrums of background, ability and behaviour
  - ✓ that compares favourably with students in similar settings
- Use performance data to evaluate students' progress and set appropriate targets for improvement
- Use assessment to inform planning and teaching
- Report on progress to all stakeholders
- Develop and manage appropriate intervention strategies that support progress

### **Professional Practice**

- Maintain an up to date knowledge of good practice in teaching techniques
- Extensive subject(s) or specialism(s) to enable effective teaching
- Take account of wider curriculum developments
- Incorporate national strategies in all teaching
- Use knowledge of students' learning needs
- Communicate learning objectives
- Effectively use homework and other extra-curricular learning opportunities

- Understand and apply effective classroom management
- Understand and apply a range of teaching strategies and share these with colleagues to support effective learning
- Be an example of best practice
- Develop students' basic skills including literacy, numeracy and ICT
- Positively target and support individual learning needs
- Maintain high levels of behaviour and discipline and coach others to exercise appropriate authority.
- Make best use of all resources
- Undertake professional development to enhance teaching and students' learning, and
  - ✓ Apply outcomes and identify impact
  - ✓ Share outcomes with colleagues
  - ✓ Actively engage in coaching and mentoring programmes to impact on the quality of teaching and learning
- Take responsibility for professional learning

#### **Contribute to the Ethos and Priorities of Scott College**

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## Person Specification

Criteria	Essential	Desirable
<b>Training, Qualifications and Experience:</b> On their application form, candidates will demonstrate that they have the following training, qualifications, and school experience:		
	<ul style="list-style-type: none"> <li>• A good Bachelor's Degree in English or similar</li> <li>• Qualified Teacher Status</li> <li>• Successful experience of teaching English in previous School or Placement</li> </ul>	<ul style="list-style-type: none"> <li>• Google Level 1/2</li> <li>• Masters or Doctorate degree in English or education</li> <li>• National Professional Leadership Qualification</li> <li>• Exam marking/ moderation</li> <li>• Expertise in teaching at Key Stage 5 English</li> </ul>
<b>Ability, Skills and Knowledge:</b> In their statement of suitability and during the selection process, candidates will demonstrate that they have the following ability, skills and knowledge:		
	<ul style="list-style-type: none"> <li>• Ability to teach English to GCSE</li> <li>• Ability to communicate effectively: orally and in writing</li> <li>• Good organisational skills</li> <li>• Good ICT skills</li> <li>• Good behaviour management skills</li> <li>• Competence to monitor, evaluate and effectively improve teaching and learning</li> <li>• Establish and maintain a culture of behaviour for learning within the classroom and the wider school</li> </ul>	<ul style="list-style-type: none"> <li>• Use and application of data to inform student progress</li> <li>• Experience of Google Docs and Drive environment</li> <li>• Experience of working in a science or healthcare setting outside of education</li> <li>• Ability to teach English to A level</li> </ul>

**Personal Qualities:** In their statement of suitability and during the selection process, candidates will demonstrate that they have the following personal qualities:

	<ul style="list-style-type: none"> <li>• Desire for constant improvement</li> <li>• Enthusiastic and inspiring</li> <li>• Adaptable, flexible, efficient</li> <li>• Able to take responsibility and show initiative</li> <li>• Able to command respect</li> <li>• A good team worker</li> <li>• Able to form good relationships with young people.</li> <li>• Prepared to ask for advice and support when necessary</li> <li>• Contribution to extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• Leadership of extra-curricular activities</li> <li>• Willingness to accept challenges</li> <li>• Wide ranging interests and experiences</li> </ul>
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## The Recruitment Process

### Application

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website [www.greenshawlearningtrust.co.uk/join-us/staff](http://www.greenshawlearningtrust.co.uk/join-us/staff)

The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than **midday on Wednesday 20<sup>th</sup> October 2021**. Applications received after this date and time will not be considered.

### Shortlisting

Shortlisted applicants will be invited by telephone or email to attend a formal interview process. Please make sure you have indicated clearly day and evening telephone numbers on which you can be reached. References will be taken up after shortlisting.

### Interview Process

The interview process is scheduled for **Friday 22<sup>nd</sup> October 2021**. Applicants will then be asked to undertake a lesson observation and a further shortlisting process may then take place. Shortlisted applicants will be invited to a final interview.

### Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

### Taking up post

The successful applicant will take up the post as soon as possible.

### Additional information

For further information, please contact HR via email: [scarwithen@scottcollege.co.uk](mailto:scarwithen@scottcollege.co.uk)