

The Deanery CE Academy Recruitment Pack

Teacher of English (MPS)



The Deanery CE Academy

Peglars Way

Wichelstowe

Swindon

SN1 7DA

Tel 01793 23 66 11

March 2021

Dear Colleague,

Post: Teacher of English (MPS)

Thank you for your interest in this post at The Deanery CE Academy.

This is an exciting and unique opportunity to join a free school on its journey, as we plan for and enter our third year.

High standards are central to our vision, whether in student behaviour, quality of teaching, aspiration or achievement. We will broaden our students' horizons and help them find and develop their individual talent through a rich variety of cultural experiences and an exciting and challenging enrichment programme. Above all, The Deanery CE Academy will show our students and their families that we care, and that we believe that every student in our school has the right to leave with the skills, qualifications and values to become confident, successful and positive contributors to a future they will have the power and responsibility to shape.

The cornerstones of our vision are:

- To explore, develop and deepen the engagement of students with their own personal faith in order that they may have life in all its fullness;
- To inspire a life-long love of learning, independent thought and the courage to think and act differently;
- For each student to receive a truly personalised learning experience, enabling them to achieve their highest academic potential, and to have the confidence to follow their aspirations;
- To develop a strong sense of responsibility to the community and to improve the quality of the local environment for its residents;
- To provide excellent pastoral care, by supporting every student in their learning with skilled mentoring to develop the best understanding of students' strengths passions and purpose.

Our Christian ethos is at the centre of our distinctiveness and success. We believe that daily worship helps us get our priorities right; weekly tutor worship is compulsory and to begin with staff lead this; weekly assemblies tend to be traditional with singing and prayers. The role of the tutor will be key, and teachers are expected to be tutors in one of our Houses and contribute to the 'family' atmosphere of the academy.

This is an amazing time to join the academy and be part of the most privileged and exciting journey. If you are looking for a blend of established good practice, a supportive environment, effective team-building opportunities and interesting new challenges then please do consider applying. This will prove to be an ideal post for a proactive, intelligent, hardworking team player with a passion to ensure that education of the highest standard can help all students become fully alive and flourish as individuals. The role will provide plenty of opportunities for personal development and responsibility and could be an ideal step towards further leadership opportunities.

The closing date for receipt of application forms is as advertised. When providing details of your referees you must include their e-mail address – we usually call for references to aid our shortlisting process, so please make sure they are aware of this. We will be reviewing all applications as they are received so please don't delay in sending your applications to us.

We will inform you in good time if you have been selected for interview. If you have not heard from us 1 month after the closing date, please assume that your application has been unsuccessful on this occasion. Due to the large number of applications we have received for our posts we are unable to provide feedback on unsuccessful applications.

I would like to thank you for your interest in this post and if you do decide to apply, I look forward to reading your application.

I look forward to receiving your application.

Yours sincerely,

Mr Peter Scutt
Acting Principal

Teacher of English (MPS) required Permanent, Full Time

We seek to appoint an outstanding practitioner to join our English and Languages Faculty.

The English and Languages Faculty is a hardworking and ambitious team who are committed to continuing to achieving the very best outcomes for our students. All staff have the opportunity to develop through opportunities to lead projects and through CPD.

The successful candidate will be able to demonstrate:

- Excellent classroom teaching skills that stretch students of all abilities.
- The ability to teach English up to Key Stage 5.
- Obvious enthusiasm for the subject and the ability to pass this on to the students.
- Excellent subject knowledge.
- A high degree of organisation.
- The ability to develop effective working relationships with students.
- The ability to command the respect of staff and students alike.
- The ability to work as a supportive team member.
- Experience of using ICT skills to aid the delivery of the curriculum.
- A willingness to share best practice and learn from others.
- A desire and willingness to explore innovative methods of curriculum delivery to capture the imagination of the students.

This is an exciting time to be joining The Deanery CE Academy; we opened in September 2019 and now in our second year, with 360 Year 7/8 students. Our academy will continue to grow over the next five years, where we will eventually have an 11-19 mixed comprehensive with amazing students, supportive parents and an excellent staff.

We welcome visits to the academy and if you would like to arrange a tour please contact Vickey Evans 01793 236611 or email vickey.evans@dcea.org.uk

If you think you could be the right person for us, please apply through Eteach website or please download a Teacher application form from the academy website www.dcea.org.uk and return it with your cover letter to Vickey Evans at vickey.evans@dcea.org.uk

Closing Date:

21st April 2021

Interviews: 26th

April 2021

This Deanery CE Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 and the successful applicant will be expected to undertake an enhanced Criminal Disclosure.

We welcome applicants regardless of age, gender, ethnicity or religion.

Acting Principal: Mr Peter Scutt

Deanery CE Academy - Teacher Main Pay Range Job Description

This academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.

As a Main Pay Range Teacher you are required to be competent in all elements of the Teacher Standards, to discharge the Teachers Responsibilities as set out in the Contractual Framework for Teachers of the School Teachers Pay and Conditions Document and to act in accordance with the Academy's ethos, policies and practices, under the direction of the Headteacher.

1. Teaching

- 1.1. Plan and teach lessons and sequences of lessons to the class(es) you are assigned to teach within the context of the Academy's plans, curriculum and schemes of work in order to achieve target levels of pupil attainment, progress and outcomes.
- 1.2. Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- 1.3. Set and mark work to be carried out by the pupil in school and elsewhere.
- 1.4. Participate in arrangements for preparing pupils for external examinations.

2. Whole school organisation, strategy and development

- 2.1. Contribute to the development, implementation and evaluation of the Academy's policies, practices and procedures in such a way as to support the Academy's values and vision.
- 2.2. Work with others on curriculum and/or pupil development to secure coordinated outcomes.
- 2.3. Supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so. (You will only rarely be required to provide such cover in circumstances that are not foreseeable).

3. Health, safety and discipline

- 3.1. Promote the safety and well-being of pupils in accordance with the Academy's Child Protection and other relevant policies.
- 3.2. Maintain good order and discipline among pupils in accordance with the Academy's behaviour policy.

4. Management of staff and resources

- 4.1. Direct and supervise support staff assigned to you and, where appropriate, other teachers.
- 4.2. Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- 4.3. Deploy resources delegated to you in accordance with Academy policies.

5. Professional development

- 5.1. Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
- 5.2. Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

6. Communication

- 6.1. Communicate with pupils, parents and carers in accordance with the Academy ethos, policies and practice.

7. Working with colleagues and other relevant professionals

- 7.1. Collaborate and work with colleagues and other relevant professionals within and beyond the Academy.
- 7.2. Participating in administrative and organisational tasks, including the direction or supervision of persons providing support for the teachers in the Academy, which require the exercise of your professional skills and judgment.

8. Fulfil wider professional responsibilities

- 8.1. Make a positive contribution to the wider life and ethos of the Academy.
- 8.2. Promote and lead extra-curricular activities in line with the traditions and expectations of the academy within the context of a life work balance.
- 8.2. Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

9. Other Specific Duties

- 9.1 Undertake the role of Tutor.
- 9.2 Share in supervisory duties according to the academy's published rotas.
- 9.3 Keep up to date with school information e.g. the weekly bulletin, staff handbook and to clear your pigeon hole daily.
- 9.4 Participate in any arrangements within an agreed national framework for the appraisal of your performance and that of other teachers.
- 9.5 Continue personal development as agreed.
- 9.6 Engage actively in the appraisal process.
- 9.7 Employees will be expected to comply with any reasonable request from a line manager to undertake work of a similar level that is not specified in this job description.
- 9.8 Employees are expected to be courteous to colleagues and to provide a welcoming environment to visitors and telephone callers.

9.9 The academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

9.10 Undertake any other duty as specified by STPCD not mentioned in the above.

For all staff - You have specific responsibilities under Health and Safety / Safeguarding legislation to ensure that you:

- Take reasonable care for your own health and safety, and that of others affected by what you do, or do not do.
- Cooperate on all issues involving health and safety.
- Use work items provided for you correctly, in accordance with training and instructions.
- Do not interfere with or misuse anything provided for your health, safety or welfare.
- Report any health and safety concerns to your line manager as soon as practicable.
- Report any safeguarding concerns to a senior member of staff.
- Attend safeguarding training as requested.

This job description is current at the date shown, but, in consultation with you, may be changed by the Principal to reflect or anticipate changes in job commensurate with the grade or job title.

The Application Process

We are seeing to appoint the best possible candidate and our recruitment process will reflect our desire to undertake all possible measures to achieve this. We would consider applications for full or part time. Ideally, we are looking for someone to start as soon as possible however, we would consider an application for a start date of September 2021.

Applicants should apply through Eteach, or you can download the teaching staff application form from our website.

In addition to the completed application form please submit a letter of application that is no more than one side of A4. Unaccompanied CVs will not be accepted.

Shortlisting will take place shortly after the closing date and candidates will be notified further only if they are successful in being shortlisted. The date for interviews and any associated assessment activities will be confirmed in due course. Despite the school closure, the recruitment process will go continue using online meetings if necessary.

If you decide you want to be part of our dynamic team, we look forward to receiving your completed application form.

Closing date: 21st April 2021, 12 noon

In the meantime, if you have any queries about this role, please do not hesitate to contact Vickey Evans on 01793 23 66 11 or email Vickey.Evans@dcea.org.uk A visit to the academy can be arranged provided social distancing can be maintained throughout to ensure everyone's safety.

The Deanery CE Academy

Peglars Way, Wichelstowe, Swindon. Wiltshire. SN1 7DA

Telephone: 01793 23 66 11 | Website: www.dcea.org.uk | Email: enquires@dcea.org.uk