

# Recruitment Information Pack



## Teacher of English Permanent

Full time

Newly Qualified Teachers, Main Pay Scale or Upper Pay Spine  
Required January 2025

# Content

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Letter from the Head Teacher	Page 3
The Application Process	Page 4
Vacancy Advert	Page 5
Department Profile	Page 6
Job Description	Page 7 & 8
Person Specification	Page 9
Vision, Values and Ethos	Page 10
Our offer to new staff joining the LiFE Multi-Academy Trust and The Winstanley School	Page 11-13

October 2024

Dear Applicant

### Teacher of English

Thank you for your interest in the above post. As Headteacher, I am very proud to lead the Winstanley School. A small, dynamic school that is a very welcoming and friendly place to work. The staff are passionate about providing all the young people, irrespective of the challenges and difficulties they face, with the best opportunities and experiences possible. OFSTED highlighted the very good job we are doing when we were inspected in September 2023. Details of the report can be found on our website.

We are seeking to appoint an English teacher to work at The Winstanley School, part of the LiFE Multi-Academy Trust. Candidates should have energy and enthusiasm and enjoy working supportively with young people. Teaching is a challenging job and the person appointed will need to be committed, creative, dynamic and willing to work hard to raise aspirations. We will need you to have stamina and a sense of humour. We wish to appoint a teacher who can successfully employ a range of teaching strategies to maximise the potential of our students at Key stages 3 & 4.

The successful applicant will join the English department at The Winstanley School who are a strong and committed team. There will be a range of developmental opportunities to enhance professional skills. The school is a welcoming and friendly place to work. The post would suit an ECT who would receive a full induction and support programme or an existing practitioner seeking new challenges and development. We are seeking:

- An individual who relishes the challenge of working to establish high quality lessons
- A teacher who can inspire students and deliver outstanding lessons and ensure that students are engaged and motivated to achieve their best
- An excellent classroom practitioner

If you are interested in applying for our post, please complete the following:

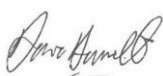
- Application form via ETeach
- Letter (of no more than one side of A4), outlining your reason for choosing to apply for the job and your skills and qualities that mean you are suited to this role

The Job Profile and Personnel Specification are included in this pack, indicating the specific skills and qualities we are interested in, and where we expect to make judgements on these in the selection process.

**Your application should be completed by 9.00 am on Friday 11<sup>th</sup> October 2024.**

I look forward to receiving your application.

Yours sincerely



Dave Bennett  
Executive Headteacher

Applications to be completed via ETeach

A phone call, followed by an email will be sent to shortlisted candidates to confirm details of the interview process.

**Queries**

If you have any queries on any aspect of the application or need additional information, please contact Miss S Hambleton on 0116 2898 688

Thank you

# Advert

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## Permanent Teacher of English Full time MPS / UPS

Required from January 2025

The Winstanley School is an 11-16 Leicestershire school situated in the heart of the Braunstone Town community. We are all small school with a strongly inclusive ethos and family atmosphere. We aim to be a force for good in our local community by producing students with great results who are fantastic citizens. We are on a journey of improvement and we want someone who wants to join us on this journey to improve the lives of young people through teaching in a fantastic English department. The school is part of the LiFE Multi-Academy Trust.

We are seeking to appoint a committed and enthusiastic teacher of English. The successful candidate will have a real passion for their subject and will translate this effectively to the students in their care.

This role offers candidates an exciting opportunity to contribute to the Trust's relentless drive for excellence across the school. The role is based at The Winstanley School. We do, however, encourage the opportunity to develop professionally within different contexts and situations, working in partnership with other schools across the Trust.

**The closing date for completed applications is by 9am on Friday 11<sup>th</sup> October 2024.**

*LiFE Multi Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment will be subject to a DBS check and an online search.*

*At LiFE Multi Academy Trust we embed the principles of equality, diversity and inclusion into everything we do. As a Trust we actively encourage applications from those in minority groups and with diverse backgrounds.*

The Winstanley School  
Kingsway North, Leicester, LE3 3BD  
Tel 0116 2898 688, email [shambleton@winstanleyschool.org.uk](mailto:shambleton@winstanleyschool.org.uk)  
Executive Headteacher: Dave Bennett

# English Department

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English is taught by a lively team of six teachers, a committed mix of youth and experience, who are dedicated to helping our students achieve the best they can. The department is currently led by the Head of Department along with the Second in Department. The team is mutually supportive and works well collaboratively and working on one's own initiative is highly valued too.

At both Key Stages, students in English are streamed in order that all students receive a level of teaching that best serves their needs. We teach GCSE English and English Literature (Eduqas) to all year nine, ten and eleven students. They are awarded two GCSEs. The Department also includes GCSE Media Studies and Film Studies (Eduqas).

The Communications Department is housed in a cluster of four classrooms surrounding the library and in the neighbouring block too. With our department and library resources, we actively support reading and writing, both in and out of the classroom, and we are also working hard to develop our students' abilities with regards to speaking and listening.

# Job Description

<b>Title:</b>	<b>Teacher of English</b>
	Applications from newly qualified teachers would be welcome, a full induction programme is offered or an existing practitioner seeking new challenges development
<b>Job Purpose:</b>	To be a member of the teaching staff of the school with specific responsibility for teaching English and for being a tutor
<b>Responsible to:</b>	The Headteacher and Head of Department
<b>Responsible for:</b>	<ul style="list-style-type: none"> <li>• The planning and delivery of effective classroom teaching in English, incorporating appropriate ICT skills</li> <li>• Supporting students to achieve their best, whatever their ability</li> <li>• Monitoring the progress of students within classes taught</li> <li>• Using effective assessment techniques and providing students with achievable targets and appropriate feedback</li> <li>• Tutoring a group of students, providing guidance and monitoring their progress across the curriculum</li> <li>• Liaison with their parents/guardians</li> <li>• Working collaboratively with colleagues in both Curriculum and year teams</li> <li>• Ensuring that school policies are implemented</li> <li>• Promoting the Trust's ethos</li> </ul>
<b>Functional Relationships:</b>	<ul style="list-style-type: none"> <li>• Membership of the English Department, subject specialist teams and a year team</li> <li>• Liaison with other subject teachers</li> <li>• Liaison with learning support staff</li> <li>• Liaison with clerical and technical support staff</li> </ul>
<b>Grade and Salary:</b>	MPS/UPS. Applications from newly qualified teachers would be welcome, a full induction programme is offered
<b>Conditions of Service:</b>	Post subject to Teachers' Pay and Conditions

# Job Description (Continued)

## Specific Duties and Responsibilities

- 1. Day to Day Management:**
- Classroom management and general oversight of the welfare of students in classes and around the school
  - Implementation of all school policies and routines
  - Contribute to the continued improvement of the school
- 2. Teaching Role:** As in Teachers' Pay and Conditions of Service and as directed by Headteacher

## Teacher MPS/UPS

Applications from newly qualified teachers would be welcome, a full induction programme is offered or an existing practitioner seeking new challenges development.

Examples of the types of responsibilities and activities associated with the specific duties of this post. This is not exhaustive and will be subject to changing emphasis.

### 1. Day to Day Management

Day to day classroom management activities	
Recording Student attendance	Planning and preparing lessons
Assessing students' work and progress	Producing appropriate learning materials and ensuring students develop key learning skills
Recording student assessment data	Participating in department and whole school planning
Using assessment data to inform lesson planning	Setting achievable/aspirational targets for students
Maintaining effective contact with parents	Working to achieve department and whole school targets
Taking responsibility for the classroom learning environment: <ul style="list-style-type: none"> <li>• Display</li> <li>• Reporting routine maintenance needs</li> <li>• Monitoring the condition of furniture etc.</li> </ul>	Implementation of academy policies in relation to: <ul style="list-style-type: none"> <li>• Equal Opportunities</li> <li>• Student Welfare and Behaviour</li> <li>• Health and Safety,</li> <li>• Classroom Observation etc.</li> </ul>
Participating in Staff Development	Teaching the Tutor Programme



# Personnel Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>Appropriate Degree</p> <p>Qualified Teacher</p>	<p>Evidence of a range of supportive professional development</p> <p>Evidence of post-qualification development</p>
<b>Experience</b>	<p>Evidence of successful teaching and learning in a secondary school</p> <p>Evidence of being an effective member of a team</p>	<p>Experience of working with young people across the 11 to 16 age range</p>
<b>Curriculum</b>	<p>Understanding of the importance of developing literacy for all students</p> <p>Understanding of current curriculum issues with particular reference to the teaching of English.</p> <p>Understanding of the importance of the inter-relationship between all areas of the curriculum in a secondary school.</p> <p>Ability to teach English at key stages 3 and 4</p> <p>Knowledge of ICT applications</p>	<p>Evidence of the production of learning resources</p> <p>Knowledge of GCSE syllabus in English</p> <p>Experience of teaching other courses offered within the department or across the school</p> <p>Ability to contribute to extra-curricular activities</p> <p>Ability to contribute to the teaching of other subjects in the department</p>
<b>Management</b>	<p>Understanding of good classroom management techniques</p> <p>Ability to manage a tutor group effectively</p>	<p>Evidence of effective classroom management strategies</p> <p>Evidence of being an effective member of a team</p>
<b>Parents and the Community</b>	<p>Understanding the importance of the partnership between parents and school.</p>	<p>Evidence of involvement with community groups and/or parents</p>
<b>Personal Qualities</b>	<p>Ability to develop good relationships</p> <p>Good communication skills</p> <p>High level of commitment to the School</p> <p>Ability to work in a team, follow instructions and be self-organising</p> <p>Record of good attendance</p>	<p>Evidence of good working relationships with a range of people</p> <p>Evidence of a willingness to work hard</p> <p>Be able to demonstrate that she/he can work as part of a team and be able to meet deadlines and achieve targets</p>

# Vision, Values and Ethos

## LiFE Multi Academy Trust

### Bringing Learning to LiFE

**Vision:** We have a compelling desire to provide high quality, personalised and rounded education for everyone, right in the heart of our local community. We believe that that no school can be deemed successful unless all those around it, are also successful, popular and flourishing. Hence, we believe that dynamic, mutually accountable collaboration and challenge between local schools as members of the LiFE MAT is the cornerstone of our future success.

Each school is seen as a leader of and vital to its local community; each school is regarded as fundamental to the identity of its surrounding community.

#### Values:

- Ensuring that every student achieves positive, life changing outcomes
- Providing a whole education: academic excellence co-existing with an exceptional commitment to activity beyond
- **The relentless pursuit of excellence by;** expecting this of every person, every day; recognising and celebrating behaviours that lead to great progress and promoting and celebrating elite performance inside school and in the wider world
- Valuing the diversity and qualities of our staff and students
- Ensuring that all students and staff feel known, appreciated and supported
- Committing whole-heartedly to collaboration within, between and beyond our academies.

## The Winstanley School

### Widening horizons and enabling excellence

Staff and Students have created the values that The Winstanley School stands for in promoting learning for life.

All members of the community SHINE.

This means we believe in:

Supporting others

Hard work

Independence

Never giving up

Excellence

Everything we do is related to these values

**We SHINE**

## Our offer to new staff joining The LiFE Multi Academy Trust and our schools

### **Professional Capital:** **‘We believe in getting the right people, getting them to work together and getting them to stay’**

<b>Strategy</b>	<b>Description</b>
<b>Putting your trust in our Trust</b>	We believe in your development. Everything we do is about creating a team of committed professionals who share our ambition for young people. If you believe in this too, we are committed to providing an exciting, enjoyable and rewarding working environment.
<b>Coaching</b>	Coaching is integral to our success. We support colleagues through coaching; enabling deep reflection, which has allowed us to build a bold, creative and aspirational culture, where collaboration with peers and new approaches to practice are encouraged.
<b>Personal Improvement Plan versus Performance Management</b>	Instead of the usual performance management, we encourage our staff to identify aspirational targets through our ‘Personal Improvement Plan’ (PIP) process. With your coach, you will look to make significant progress in a critical area of your practice; we believe in valuing the process of improvement not pass or fail numerical targets.
<b>Health and Wellbeing Strategies</b>	<p>Having happy and healthy staff is key to a successful organisation. The Trust is committed to:</p> <ul style="list-style-type: none"> <li>• providing employees with a safe, healthy and supportive environment in which to work</li> <li>• recognising that the health and wellbeing of our employees is important</li> <li>• providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged</li> </ul> <p>We believe it is important that we are role models to our students of how to be a healthy adult. We actively promote the importance of a work life balance, offering support to staff on managing stress and workload, as well as a physical activity programme. Access to coaching, counselling and supervision is also available to all staff.</p>
<b>Presumed Professionalism</b>	We have a ‘Presumed Professionalism’ ethos across the Trust. Our staff are professional educators and we recognise the need to support staff to enable a healthy work life balance to allow maximum impact whilst working with our young people and each other. We achieve this by allowing staff to sign out during their free periods, as long as professional duties are not affected. See our policy for further details.

## Our offer to new staff joining The LiFE Multi Academy Trust and our schools (continued)

<p><b>Development of Professional Capital and Excellence</b></p>	<p>As a Trust, we always look to invest in our staff and pride ourselves on our ‘home grown talent’. We pride ourselves on this and believe this has the biggest impact on how our staff understand their communities and make a difference to the lives of our young people.</p> <p>Quite simply, our aim is to employ people who match our ethos and values and enable them to truly collaborate with colleagues across the Trust so that they are satisfied professionally. We provide outstanding training pathways that draw on excellence both within and outside of our Trust to enable you to build your professional capital.</p> <p>Examples of the many opportunities we encourage staff to take up externally include:</p> <ul style="list-style-type: none"> <li>• The National Professional Qualification for Senior Leadership (NPQSL)</li> <li>• The National Professional Qualification for Headship (NPQH)</li> <li>• The National Professional Qualification for Middle Leadership (NPQML)</li> <li>• The Outstanding Teacher Programme (OTP)</li> <li>• Initial Teacher Training (ITT)</li> </ul> <p>Pathways are available at apprenticeship level, ECT, aspiring middle leader, Lead Practitioner and aspiring senior leader level. Some of these courses are led by staff within the Trust and others are externally accredited. In addition, the Trust provides the opportunity of becoming an associate SLT member, enabling middle leaders to gain insight and experience of leadership at the highest level within a school.</p> <p>Support staff have their own Personal Improvement Plan that they use as a tool to create a bespoke professional development plan. All support staff also receive Coaching and training opportunities, in order to help them feel empowered and in charge of their own development.</p> <p>Across the Trust, we pride ourselves on equal opportunities for all staff, irrespective of background, gender, disability, religion, sexual orientation or age.</p>
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## Our offer to new staff joining The LiFE Multi Academy Trust and our schools (continued)

<b>Great access to progression and leadership responsibility</b>	Further evidence of our investment in ‘home grown talent’ is that 86% of our TLR holders have been internal appointments. We have clear professional progression pathways within the CPD offered throughout the year at all levels within the Trust.
<b>Collaboration across all schools</b>	We are developing relationships across our Trust to enable collaboration to support learning and teaching outcomes. In addition, we are able to offer a joint CPD programme to draw upon expertise across the Trust. Staff work and meet regularly in teams across schools in the Trust and we hold an annual Strategic Planning Day, where each member of the Trust work together.
<b>Sabbatical and flexible working policies</b>	<p>We have developed a unique sabbatical policy to support staff to develop their interests. For some, this has been to develop professionally, whilst others have taken this time to experience travel with their family. See our policy for further details.</p> <p>Flexible working arrangements are also promoted across the Trust where possible, to enable our staff to manage their work life and family commitments.</p>
<b>Strong Induction Process</b>	It is important to us that every member of staff has the right start to working in our Trust. The importance of a good induction is invaluable for new starters irrespective of previous experience. To support this, we have a New Staff Induction Day before the start of term, which enables colleagues to get a real understanding of what the school is about and what it means to be part of the Trust. This day also prepares new staff for our training (conference) days at the beginning of the Autumn term. In addition to this, ALL staff are invited to visit a series of lessons across the school year.
<b>ECT Programme</b>	We offer early career teachers a robust, supportive and bespoke training programme, which will enable you to develop into an outstanding teacher.
<b>Continued ECT and RQT support</b>	Where possible we try to ensure that ECTs and third year teachers have reduced teaching loads to allow them more opportunities for CPD throughout the school week. This also allows for peer-to-peer observations and additional coaching to take place to develop their practice.
<b>Attendance of staff</b>	Our staff are committed to their roles and ensure that students are supported to maximise their outcomes. Levels of attendance are exceptionally high across all staff and well above national averages in the education sector and beyond.

We are always looking for highly quality teachers and support staff who buy into our values across the LiFE Multi Academy Trust and our schools