



Wyvern St Edmund's
Academy

APPLICATION PACK



TEACHER OF ENGLISH WITH POSSIBILITY OF DEPUTY HEAD OF ENGLISH

REQUIRED FOR:
1ST SEPTEMBER 2023

CLOSING DATE FOR APPLICATIONS:
9AM MONDAY 17TH APRIL 2023

GENEROSITY RESPECT ASPIRATION COURAGE EMPATHY



Welcome from the Headteacher

Dear Prospective Applicant,

Welcome to Wyvern St Edmund's Academy (WSE). As Headteacher, I am immensely proud to lead the school and serve its community of students, staff and parents/carers. WSE is a founding member of the Magna Learning Partnership, situated on the eastern outskirts of Salisbury with beautiful views over the Laverstock Downs to the east and Salisbury Cathedral to the southwest. We are proud of our reputation for high-quality teaching, excellent academic outcomes for our students and strong, effective pastoral care.

In September 2022 we have legally opened as Wyvern St Edmund's Academy, enabling us to take full advantage of the benefits associated with inclusive coeducational learning and social development. Wyvern College and St Edmund's School were formally two separate schools, just a few yards apart: Wyvern for boys and St Edmund's for girls. Over the past 15 years the schools have worked closely together, sharing: expertise, staffing resources and mixed GCSE classes.

We have a tremendous team of support staff, teachers and teaching assistants - some of the most talented professionals I have ever worked with - all of whom are proud to work at WSE and passionate about educating, supporting and nurturing our young people. Our collective vision of helping each student to develop into the best version of themselves is at the heart of everything we do and motivates us to provide impactful teaching, comprehensive pastoral care and extensive extra-curricular provision. Moreover, our vision is rooted in Christian beliefs and values whereby we expect our students to use their developing gifts, talents and character to serve others in the local community and beyond (1 Peter 4:10).

Being a vibrant, happy and forward-looking school, WSE is without doubt a great place to teach. Our parents and carers are hugely supportive of the school and we pride ourselves on forming strong and effective partnerships with young people and their families: we work collaboratively throughout any challenges and rejoice in the many successes which come from being part of a wonderful school.

New staff joining the school can be assured of a warm, supportive environment along with excellent professional opportunities for all staff and a strong sense of shared vision and ethos: we help our students to become the best version of themselves in order to serve others. We want all of our students to use their gifts and talents to serve other people well. We are very proud of our caring Christian ethos that runs through every aspect of school life.

We have a close and positive relationship with Salisbury Sixth Form College (S6C) which is a short drive away from WSE. Our partnership with the college means that there are opportunities to work collaboratively with KS5 students and teachers - we also anticipate the possibility of some WSE staff teaching across KS3-5 in the future.

I look forward to meeting you so that you can see for yourself just how great Wyvern St Edmund's is.

Yours sincerely

Mrs L Henderson
Headteacher

GENEROSITY RESPECT ASPIRATION COURAGE EMPATHY

About this Role

Thank you for your interest in applying for this post. This is an exciting opportunity to join a happy and successful school with excellent achievement and delightful students.

We require an outstanding teacher to join the English department from 1st September 2023.

There is also an opportunity for the right candidate to take on additional responsibilities as the Deputy Head of English, but this is not essential.

You will join an enthusiastic, forward thinking and supportive team in an innovative environment.

This position is:

- Permanent;
- 1.0 FTE;
- Required from 1st September 2023;
- Salary: Competitive salary and recruitment/retention bonuses available for an outstanding candidate;
- TLR 2b (currently £5,251) available for Deputy Head of Department responsibilities, for the right candidate;
- Closing date for applications: 9am Monday 17th April 2023.

We are hoping for someone energetic, passionate and fun to work with. We are a creative and forward-thinking team who pride ourselves on developing positive relationships with students; we believe that being approachable and caring is what helps us safeguard students and drive progress.

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Why work at WSE?

We are committed to a staff culture where people feel well-supported, professionally engaged, challenged and valued. In turn, this culture enables our students to become the best versions of themselves because they are nurtured and inspired by a committed, happy staff team. We are very proud of the progress that students make here at WSE. We are committed to a process of constant school improvement so that our students are afforded every opportunity.

Staff wellbeing is at the heart of our vision and all staff, as our most important resource, are to be valued, supported and encouraged to develop personally and professionally within a vibrant, empathetic and caring community.

There are some additional perks that we are able to offer such as private healthcare, reduced corporate gym membership, free car-parking and the Wiltshire Rewards cashback programme, which staff really appreciate. Staff also benefit from our commitment to professional development and, in working as part of a multi-academy trust with four secondary schools, groups of subject leaders and teachers are able to meet regularly to share ideas, schemes of work and to moderate together.

Visit our website and see what our staff say
about [working at WSE](#)



Ofsted

The February 2018 Ofsted inspection recognised our 'relentless drive to raise standards' and praised the 'clarity of vision' and 'inspiring' ideas that we have.

In January 2020, Ofsted also observed that 'the move to combine Wyvern College with St Edmund's School has widened the curriculum available to students. An effectively planned curriculum means that students are learning well and students feel well cared for and know that there is always someone to whom they can go if they have a problem.'

GENEROSITY RESPECT ASPIRATION COURAGE EMPATHY

The English Department

English Mission Statement

The English department is enthusiastic, forward thinking and supportive. We work closely together to share good practice, develop high quality lesson resources and explore innovative ideas.

Members of the department regularly participate in subject-specific CPD – through reading books or articles, attending online sessions and regional or national TeachMeets – to broaden their subject knowledge and understanding of research-informed pedagogical approaches so that we can be confident we are maximising students' progress in lessons.

We believe that a students' success in English is key to their future; we deliver a challenging curriculum which blends an appreciation of the literary canon with opportunities to explore contemporary issues. We empower students to develop their vocabulary and oracy skills so that they can comprehend and express complex ideas; students are encouraged to have a growth mindset so that they see mistakes as part of the learning process.

We have a well-equipped school library and a fantastic and knowledgeable librarian; the English department is passionate about reading and inspiring that same passion within our students through a tutor time reading programme, literary events and author visits throughout the year. This provides students with the cultural capital, knowledge and skills needed to navigate society and their future with confidence.

Whilst we have developed core lesson resources to support our schemes of learning, we understand the importance of differentiating to extend the most able and supporting students with appropriate scaffolding to enable all students to participate and flourish in our mixed-ability classes.

Being able to respond to the learning that happens in our lessons is essential to ensuring students succeed. We use a variety of assessment and feedback tools designed to minimise teacher workload and maximise the impact on students' learning and progress. For example, we complete termly knowledge quizzes to check student's retention of ideas and knowledge from their current and previous years' study.

The English Department

Key Stage 3

Our Key Stage 3 curriculum follows a chronological path through Literature, ranging from Greek myths and The Odyssey in Year 7 to exploring a range of Dystopian literature in Year 9. Schemes of work are planned to integrate a range of skills, including writing for different purposes, and we pair thematically linked fiction and non-fiction from a range of different authors and genres with our core texts to ensure students are exposed to a rich diversity of ideas and concepts.

Key Stage 4

At Key Stage 4, all pupils follow the AQA GCSE course for both English Language and Literature. We currently teach Macbeth, An Inspector Calls, A Christmas Carol and the Power and Conflict poetry.

The department is driven to support students to achieve results that will make a real difference in their lives; strong, positive working relationships with students are central to enabling them to achieve to their full potential. We currently have nine teachers within the English Department. If you want to work in a supportive team, in a school with fantastic staff and wonderful students, then this vacancy is one you should definitely apply for! We hope to hear from you soon.

GENEROSITY RESPECT ASPIRATION COURAGE EMPATHY

How to Apply

Please take time to look at the information about WSE through our website. Should you have any specific queries that are not answered by the information we have provided, or wish to visit the school prior to making an application, please contact Rachel Ure, Operations Manager (rure@wyvernstedes.org; 01722 328565).

Please email your application to Rachel, remembering to include three documents:

- Application Form, can be found on the [vacancies](#) page of our website.
- Equality & Diversity Form
- Letter of Application (no more than 2 sides of A4 paper) in which you should detail the skills, attributes and experiences which make you an appropriate candidate for the post. Please try to include information in this letter that helps us get to know you as well as your professional skills.

Safer Recruitment Checks

Wyvern St Edmund's are relentlessly focussed on safeguarding and promoting the welfare of its children and young people and expects all staff and volunteers to share this commitment.

Due to the nature of the position for which you are applying, and to ensure your suitability for this type of work, you will be required to apply for clearance from the Disclosure and Barring Service if you are successful in your application. This will take place before your appointment is confirmed. The clearance process will disclose details of formal cautions, reprimands and final warnings, as well as convictions. Having a criminal conviction will not automatically exclude you from employment – this will depend on the nature of the position, and the circumstances and background of the offences committed.

Online searches with regards to information that is publically available online will also be carried out for all shortlisted candidates.

Equality

Wyvern St Edmund's will not discriminate in any area of employment and confirms its commitment to equality of opportunity in all areas. Applicants will be treated in a fair and equal manner and in accordance with the law regardless of gender, marital status, race, religion, colour, age, disability or sexual orientation.

WSE are committed to supporting flexible working and will welcome applications from those that wish to work flexibly.

Teacher Job Description

Job Purpose

To promote student **enjoyment** and **achievement** through outstanding teaching that inspires learning.

Responsible to: Head of English

Teaching and Learning

- To manage student learning through effective teaching in accordance with subject schemes of work and policies.
- To embrace whole school initiatives, including Assessment for learning, differentiated learning and the dynamic use of ICT.
- To teach English at Key Stage 3 and Key Stage 4.
- To give feedback to students in line with the school's policy.
- To set homework regularly in accordance with the school's policy.
- To encourage independent learning and curiosity.
- To promote learner self-esteem and a positive academic self-concept.
- To work effectively as a member of the subject team to improve the quality of teaching and learning.
- To deepen learner knowledge and understanding and to maximise their achievement.
- To use positive behaviour management techniques based on mutual respect and recognising that every child matters.

Monitoring, Assessment, Recording, Reporting and Accountability

- To be immediately responsible for learner tracking, recording and reporting.
- To work with the SENDCO where necessary, e.g. to effectively match curriculum materials and approaches to meeting learner needs.
- To assess learners' work and use findings to inform future planning, teaching and subject development.
- To produce informative, helpful and accurate reports to parents.
- To plan lessons and keep an accurate record of learner progress.

Knowledge and Understanding

- To have a thorough and up-to-date knowledge of all the national curriculum and examination courses.
- To keep up-to-date with research and development in pedagogy both within the subject and as a teacher/learner.

Professional Standards and Development

- You are expected to be a role model to learners through personal presentation and professional conduct.
- To be punctual to lessons and meetings.
- To support school policies.
- To strive for personal and professional development.
- To be involved in extra-curricular activities.
- To liaise effectively with parents and other stakeholders involved with education and welfare.
- To be responsible for promoting and safeguarding the welfare of students at the school. Wyvern St. Edmund's are restlessly focussed on safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- To undertake any reasonable task requested by the Head of department.

Pastoral Duties

- Every subject teacher is expected to be a tutor.

NQTs only

- To aim to pass the standards at the end of the induction period to maintain QTS.
- To take full advantage of the school's induction programme.
- To seek advice and guidance.
- To engage in reflective self-analysis of professional practice.
- To play an active part in the everyday life of the school.

This job description will be reviewed annually as part of our Appraisal process and may be subject to amendment or modification at any time after consultation with the post holder. It is not comprehensive but sets out the main expectations of the school.

Deputy Head of Department Job Description

Job title: Deputy Head of Department – English

Reporting to: Head of Department

Responsible for: A team of teachers

Purpose: The Deputy Head of Department will contribute to the overall success of the school and be active in promoting its aims, supporting an ethos that promotes achievement and high standards.

The key accountabilities of the post are to:

- Assist with leading and developing the English department;
- Assist with monitoring the quality of education provided to students by teachers in the department;
- Support the Head of Department in the high quality leadership of a subject team as appropriate to enable them to fulfil their responsibilities to deliver a high quality curriculum and lessons so that students make or exceed the progress expected of them.

1. Strategic Development

- Be a model of high professional standards in all aspects of school life and lead by example.
- Support the creation and implementation of the subject area improvement plan based upon self-evaluation.

2. Teaching and learning

- Support the establishment of responsive and effective approaches to teaching and learning in your subject area to meet and support the aims of the school.
- Monitor the quality of teaching based on evidence, self-evaluation and development, ensuring a consistent and continuous focus on achievement and aspiration.
- Alongside the HoD, ensure that support is provided for any other teachers where this is needed to ensure English lessons are consistently good.
- Support the HoD with ensuring the implementation of the school's assessment procedures, ensuring all students have regular feedback and targets in their learning so they make at least expected progress, but preferably are challenged to make beyond expected progress.
- Demonstrate and articulate consistently high expectations of pedagogy and classroom practice to provide challenge and improvement, using data and benchmarks to monitor progress in every student's learning and to focus teaching.
- Maintain an organised and effective learning environment in the classroom and shared areas.

3. Curricular and Extra-Curricular Development

- Support the development of Schemes of Learning, as required, to ensure the delivery of high quality lessons.
- If required, devise and implement appropriate interventions for students both within lessons and extracurricular to ensure all students make good progress with the support of the senior leadership team.
- Support the monitoring, review and development of the curriculum offer to ensure a challenging, ambitious and high quality curriculum that complements the school's strategic objectives.
- Keep up to date with current developments in your subject area and in teaching practice and methodology.

4. Quality Assurance

- Implement school monitoring procedures and ensure adherence to those within your subject area.
- Be able to use a range of evidence/data to support, monitor, evaluate and improve performance.
- Contribute to the school improvement teams.
- Produce reports as required within the school self-evaluation systems.

5. Accountability

- Carry out appraisal procedures for any designated subject team members, in accordance with the school's appraisal policy.
- Take responsibility for your own professional development in discussion with your line manager.
- Support the HoD with ensuring that parents and students are well informed about student attainment and progress.
- Support the HoD with ensuring the consistent implementation of school policies and procedures throughout the subject area.

6. Staff

- Be an outstanding role model for all colleagues, displaying high aspirations for, and expectations of, all students and colleagues.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies.
- Comply with the school's Health & Safety policy and statutory requirements in Health & Safety at Work.
- Ensure Equality of Opportunity in all areas of the school.
- Promote the school's ethos.
- Undertake any duties not detailed above, but commensurate with the level of the post, as may reasonably be required by the Headteacher.

Job Specification

	Essential	Desirable	Assessed by
Qualifications	Qualified Teacher Status Good Honours Degree		Application form
Experience	- Teaching English in a Secondary Comprehensive school to GCSE level - An outstanding classroom practitioner - Successful curriculum delivery		Application form and references
Knowledge and Understanding	- Knowledge and understanding of the National Curriculum for English - The ability to recognise good classroom practice - The ability to use student data to monitor and improve performance - Confidence in using ICT to support teaching - Aware of current trends in English teaching - Knowledge of the role of the form tutor	- How to foster extra-curricular involvement - Data management and skills	Application form, references and interview
Professional Skills	- The ability to inspire, develop and motivate students - Clear and effective communication - Ability to manage practical activities - Ability to manage young people effectively - Organisation and management of resources - Ability to set targets for students in relation to achievement - Ability to form and maintain positive relationships and personal boundaries with young people		Application form, references and interview
Professional & Personal Qualities	- A genuine interest in young people - A commitment to inclusive education - Energy and drive - Ability to work as part of a team - High expectations of achievement and behaviour - Able to articulate personal values in relation to education - Committed to safeguarding and promoting the welfare of children - Respect for students, staff, parents and governors - A good sense of humour - A friendly disposition	- A healthy sense of perspective - Willingness to seek further professional development - Ambitious to further career	Application form, references and interview