

Love God  
Work Hard  
Be Kind



Temporary Teacher of English  
(Maternity Cover)



**We are seeking to recruit an exceptional candidate to play an active part in this successful department. The candidate should be committed to increasing academic standards through modern and innovative teaching, developing positive working relationships and involving themselves in extra-curricular activities, which encourage a passion for English.**

Holy Cross is a Catholic High School established by the Catholic Community of the Chorley Deanery under the trusteeship of the Liverpool Archdiocese. We work in partnership with parishes and parents to provide the best possible education for our young people between the ages of 11 and 16, building on the foundations laid in Primary School and preparing for their future development at the Catholic Sixth Form College or other post-sixteen establishments, or in the world of employment and training.

Our teachers are supported to uphold the very highest standards of behaviour through centralised systems, and to teach exceptional lessons through shared planning.

#### **The role:**

The successful candidate will have the opportunity to grow with the school. They will be supported in their development and preparation for future roles. Teaching experience will not be a determining factor; we welcome applications from ECTs as well as more experienced candidates. We will develop every staff member who joins our team, providing one-to-one support, coaching and mentoring and access to extensive network training.

#### **As a school, we offer:**

- A supportive leadership structure
- A warm community in which your career will flourish
- Robust effective behaviour system
- Thorough, supportive induction process
- Bespoke CPD
- Protected PPA
- Access to high-quality, regular professional development
- Opportunities to collaborate with colleagues across the Archdiocese and the local authority
- Continual review of working practices and staff workload

#### **Child Protection Statement**

In this school, the welfare of the child is paramount. This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff should understand their responsibility to safeguarding and promoting the welfare of children and young people. Staff are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions. Staff should work, and be seen to work, in an open and transparent way.

Attitudes towards promoting and safeguarding the welfare of our children and young people will be scrutinised during the selection process for the post that you have applied for. If you are appointed to this post, information in relation to safeguarding and protecting children and young people will be provided at induction. This practical guidance for safe working practice will provide information about which behaviours constitute safe practice and which behaviours should be avoided.

**Contract: Full-time hours, temporary contract**

**Start date: September 2022 - January 2023 (or earlier if the postholder returns)**

**Salary: MPR/UPR**

**Closing date: 30 June 2022, 12 noon**

**Interview: 5 July 2022**

#### **You will:**

- Have an unwavering determination to deliver excellence for pupils from all starting points
- Share and demonstrate our school's ethos and culture
- Be committed to our ethos of high expectations for every pupil in both academic achievement and personal development
- Be committed to continually improving classroom practice and raising attainment
- Manage behaviour effectively to create a positive, calm and purposeful climate for learning
- Have the drive, skills and resilient character required to help develop our school
- Combine subject matter expertise with a passion for teaching your subject
- Be reflective about the school and committed to securing its continued development
- Have an excellent attendance and punctuality record



# Information Pack

## Teacher of English (Maternity Cover)



### Welcome to the English Department at Holy Cross Catholic High School

We are delighted to be able to offer the opportunity for a highly motivated, dynamic and enthusiastic teacher of English to join our team. Our aim is to ensure every child, regardless of ability or background, leaves school with a love of reading and writing. We strive to produce confident and empathetic young adults who are articulate and well read.

In 2019 85% of our pupils achieved Grade 4 or above in English Language and 83% achieved Grade 4 or above in English Literature; we also secured excellence grades for 25% of the cohort in both disciplines. Academic excellence drives everything we do in the classroom. We are looking for a new member of the team who will help us maintain our outstanding results and work collaboratively to further develop the department.

We currently teach Eduqas English Language and English Literature at KS4 and regularly engage with external CPD and moderation with other local schools. At KS3, pupils study a range of literature to inspire a love of reading. KS3 pupils also engage with topical issues during their study of Language. Fostering a love of English, and more specifically reading, is vital for our pupils' literacy development. The Accelerated Reader programme is now used by Years 7, 8 and 9 and has been highly successful in encouraging pupils to engage with fiction and non-fiction texts in and out of the classroom. In addition, we have recently invested in Bedrock Vocabulary which has proved successful with both Years 7 and 8.

Extra-curricular activities within the department are well attended and a key part of our pupils' development. Currently, we encourage our pupils to take part in numerous activities including writing competitions, the Rotary Club's Youth Speaks competition and numerous theatre visits throughout the year. However, there is always scope for more! We expect the new member of our team to make a significant contribution to our extra-curricular programme.

Should you have any questions, please do not hesitate to contact me via email at [r.shiels@holycross.lancs.sch.uk](mailto:r.shiels@holycross.lancs.sch.uk)

Miss Rachel Shiels  
Head of English

# Job Description

## Teacher of English (Maternity Cover)



### Responsible to:

- Headteacher, SLT link, Head of English

### Key Responsibilities

#### Teaching and Learning

- To consistently plan and deliver 'Good' or 'Outstanding' lessons to the pupils at Holy Cross Catholic High School
- To promote engagement, resilience, self-confidence, collaboration and independence through classroom teaching
- To adhere to schemes of work and assessment procedures to ensure a consistent approach to teaching and learning within a department
- To set homework in accordance with the school's Homework Policy
- To ensure that lessons take into account the full range of ability of the pupils in classes taught and to make appropriate use of information and support from the SEND department
- To involve pupils in making choices about their learning and to help pupils develop towards independence in their learning
- To monitor the progress of individual pupils using the school's tracking systems
- To analyse strengths and learning needs and to agree learning targets with pupils
- To provide pupils with regular and constructive feedback on their progress through discussion and the marking of work
- To keep accurate and informative records in line with school and department policy on assessment and recording

#### English

- To assist the head of department in meeting the requirements of the National Curriculum or examination syllabus and ensure all pupils are thoroughly prepared for public examinations
- To ensure continuity and progression in the curriculum for each pupil within and across Key Stages
- To create a classroom environment which supports and stimulates learning
- To efficiently organise resources and the display of pupils' work
- To show passion for English and to keep improving historical knowledge to enrich learning

#### Learning and Collaborating

- To liaise with other subject teachers where appropriate in order to promote a cross-curricular approach to learning
- To plan lessons that, where possible, promote the development of literacy and numeracy skills
- To work as part of a departmental team, reviewing and developing the curriculum and producing resources to support learning for the full ability range
- To attend the regular department meetings
- To support other members of the department and school community through the sharing of skills and experience

#### Professional Requirements

- To write reports to parents in accordance with the school's Assessment, Recording and Reporting Policy
- To attend the Parents' Evenings and provide parents with information relating their child's progress and how to improve their level or grade
- To take part in performance management processes in accordance with school policy
- To carry out any such other reasonable duties in connection with subject teaching that may be required by the Headteacher of the school



# Person Specification

## Teacher of English (Maternity Cover)



To be able to share and support Holy Cross' mission and vision.

### Skills and Knowledge

- Ability to work effectively within a team environment, understanding teaching roles and responsibilities
- Excellent teaching skills and an ability to enthuse and engage pupils
- Ability to create, monitor and develop engaging schemes of learning for KS3 and KS4 in English
- Developed understanding of current issues relating to the teaching of English
- Ability to form and maintain appropriate relationships and personal boundaries with staff, parents, children and young people
- Good time management and personal organisational skills
- Good interpersonal and communication skills
- An ability to track and analyse pupils' attainment and progress using a range of data
- An ability to improve their own practice through observations, evaluations and discussions with colleagues
- Knowledge of current curriculum developments in KS3 and KS4
- Understanding of strategies for raising the achievement of pupils of all aptitudes and abilities
- Ability to use pupil data to set targets and inform planning

### Experience and Qualifications

- Qualified Teacher Status
- Honours degree in English or related subject
- A record of participation in CPD activities

### Professional Values

- High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic background and a commitment to raising their educational achievements
- A commitment to equal opportunities
- A willingness to promote the Catholic ethos of the school
- Demonstrate and promote the positive values, attitudes and behaviour they expect from the pupils with whom they work
- Willingness to engage in extra curricular activities relating to English
- A good sense of humour and highly enthusiastic about working with young people

For more information about our school, please visit: [www.holycross.lancs.sch.uk](http://www.holycross.lancs.sch.uk)

For an informal discussion or to arrange a visit please contact:

Miss R Shiels, email: [r.shiels@holycross.lancs.sch.uk](mailto:r.shiels@holycross.lancs.sch.uk) or Tel: 01257 262093

Completed application forms to be returned to [vacancies@holycross.lancs.sch.uk](mailto:vacancies@holycross.lancs.sch.uk)

*This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of governance. Candidates should also refer to the most up to date Teacher Standards for the generic responsibilities of a main pay scale teacher. This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.*

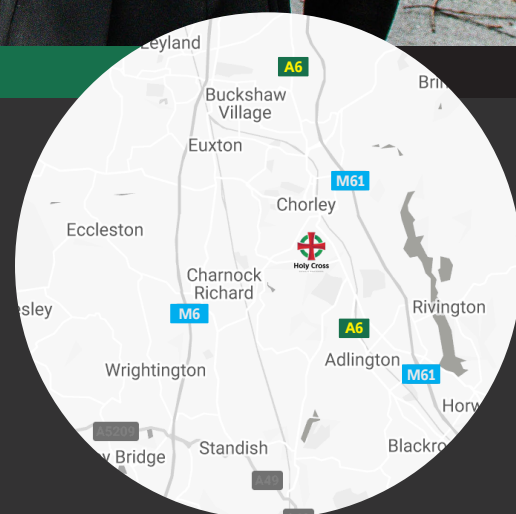
The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to an Enhanced DBS disclosure.





# Holy Cross

CATHOLIC HIGH SCHOOL



## How to find us

**Holy Cross Catholic High School,  
Myles Standish Way, Chorley, PR7 3LS**

Conveniently situated with good transport links via the M61, M6 and A6 to Wigan, Preston, Bolton, Manchester, and mainline train station.

TELEPHONE 01257 262093

ONLINE [www.holycross.lancs.sch.uk](http://www.holycross.lancs.sch.uk)

E-MAIL [vacancies@holycross.lancs.sch.uk](mailto:vacancies@holycross.lancs.sch.uk)

TWITTER [@holycrosscholr](https://twitter.com/holycrosscholr)