



**North East  
Learning Trust**

**Teacher of English  
Rye Hills Academy**  
Applicant information pack

# **Teacher of English**

## **Required for September 2022**

### **Temporary - Maternity Cover**

#### **Full Time**

#### **Salary: MPS/UPS**

The North East Learning Trust are seeking to appoint a Teacher of English. This appointment will be based in Rye Hills Academy where we have an exciting opportunity for you to join a school that is undergoing a transformation

Rye Hills Academy is a comprehensive school with over 800 students from Redcar and the surrounding areas. The school has recently been sponsored by the North East Learning Trust and is embarking on a new and exciting phase of its development, so it is an opportune time to join us as we work together to support students to reach their full potential.

Our primary aim is for each young person to be both courageous and caring, resilient and determined as they strive for excellence, an active and well-rounded citizen with deep integrity and one who respects others and contributes positively to society.

Our vision, along with all schools in the Trust, is that every child experience excellence every day.

#### **We are committed to:**

- A vibrant learning community with enthusiastic and engaging students
- A positive and caring ethos
- An excellent learning environment and resources
- A team of hardworking, dedicated and friendly staff where everyone is valued

#### **The successful candidate will:**

- be a well-qualified practitioner within the subject area
- be a good communicator with excellent interpersonal skills
- be a self-motivated and enthusiastic team-player
- have a proven track record of securing successful student outcomes.

If you are passionate about the students with whom you work, have high expectations with regards to standards and behaviour and a commitment to ensuring that every student achieves their full potential, we look forward to your application.

#### **Deadline: Friday 17<sup>th</sup> June 2022**

Interviews taking place on Wednesday 22<sup>nd</sup> June 2022

#### **How to apply:**

Application packs can be downloaded from our website.

Letters of application should be no more than two sides of A4 and should be returned with application forms to [claire.thornton@ryehillsacademy.co.uk](mailto:claire.thornton@ryehillsacademy.co.uk) or by post to Claire Thornton, Rye Hills Academy, Redcar Lane, Redcar, TS10 2HN.

# Job description

<b>Post title:</b>	Teacher of English
<b>Responsible to:</b>	Head of Department
<b>Responsible for:</b>	Supporting the Teaching and Learning of Students
<b>Salary Band:</b>	Main Pay Scale / Upper Pay Scale

## Job purpose:

You will be required to carry out the duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document.

You will be required to teach English to students across the age and ability range within the North East Learning Trust. You will be a committed and enthusiastic member of staff, developing positive working relationships with students, teaching staff, other professionals and parents/carers.

## Duties and responsibilities:

- To plan and deliver lessons effectively to meet the varied and special educational needs of students and to maintain appropriate records of teaching.
- To mark and assess the work of students in accordance with school and departmental policies and to maintain appropriate records of student attainment and progress.
- To set and mark homework in accordance with school policy.
- To manage behaviour effectively to ensure a good and safe learning environment, in accordance with the school's behaviour policy and to ensure that students complete school planners.
- To contribute to the appearance and ethos of the Trust through the maintenance of a pleasant learning environment within the classroom and departmental areas.
- To actively celebrate the achievement of students using school systems to praise and reward.
- To participate in general supervisory duties in accordance with published duty rotas.
- To participate in required meetings with colleagues and parents/carers
- To liaise with colleagues in other departments as appropriate.
- To participate in professional development and Performance Management reviews in line with school policy.

## Enhancing own knowledge, skills and understanding

- To continuously develop your range of teaching and learning strategies for supporting the development and progression of individual students.
- To keep up to date with developments and initiatives in the subject area.

## Professional development and raising awareness

- To be an active member of the school's English Department.
- To work with relevant staff to identify and address the needs of students.
- To plan differentiated material to support all students at Key Stages.
- To participate proactively in professional development initiatives.



### **Curriculum and extra-curricular provision**

- To contribute in developing/reviewing/revising schemes of work and engaging and challenging resources.
- To contribute to the creation, planning and organisation of extra-curricular activities to promote the subject and enhance students' learning.

### **Sharing information**

- To ensure the efficient exchange of information regarding students both within the school and with other institutions/external agencies, as necessary.

### **Support and monitoring**

- To mark and record students' work in line with departmental and school policies.
- To assess in line with departmental and school policies the ability of individual students; and to transfer that assessment information to school records and to reports for parents; to communicate assessment details and data to tutors in preparation for parents' evenings.
- To prepare and conduct assessments of students' learning, as and when required, and submit data regarding students' progress into the school management information system.
- To liaise with others involved in supporting students' learning.
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals.
- To foster good relationships and liaison with parents/carers.

### **Pastoral**

- To be a Form Tutor for an assigned group of students and to carry out related duties.
- To support students' social and emotional needs.
- To develop and maintain links with subject and pastoral staff to support, monitor, assess and evaluate the progress of individuals.
- To participate in general supervisory duties in accordance with published duty rotas.
- To attend assemblies as required.
- To promote and safeguard the welfare of students.

### **Management of information**

- To ensure the maintenance of accurate and up-to-date information concerning students' learning and progress.

### **Communication**

- To ensure effective communication/consultation as appropriate with the parents/carers of students.

**The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.**

### **Health and Safety**

It is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts at work. This includes co-operating with the Trust and colleagues in complying with health and safety obligations to

maintain a safe environment and particularly by reporting promptly and defects, risks or potential hazards. Specifically:

- To report any incidents/accidents and near misses to your line manager
- To ensure own safety and safety of all others who may be affected by the Trust's business

## **Safeguarding**

The Trust has a Child Safeguarding policy and procedure in place and is committed to safeguarding and promoting the welfare of all its students, each student's welfare is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the Trust's policies and procedures, attend appropriate training, inform the Designated Person of any concerns, record any potential safeguarding incidents appropriately.

## Person specification

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• First Degree or equivalent in a relevant subject</li> </ul>	<ul style="list-style-type: none"> <li>• Good Honours Degree in English</li> <li>• Recent and relevant Continual Professional Development</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Recent and successful teaching experience in the relevant subject area at both KS3 and KS4</li> <li>• Proven ability to plan and deliver successful and inspiring lessons in the relevant subject area</li> <li>• Proven track record of delivering excellent outcomes for students at all abilities</li> <li>• A commitment to extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• Proven track record of exam success at KS4</li> <li>• Recent and successful teaching experience in English at KS5/Advanced level</li> <li>• Experience of organising and participating in extracurricular activities</li> </ul>
Aptitude and skills	<ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Ability to work under pressure</li> <li>• Ability to motivate and inspire students</li> <li>• Excellent classroom teacher</li> <li>• Excellent organisation and planning skills</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to adapt teaching to recognise new and emerging technologies</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Reliable and conscientious</li> <li>• Desire and ability to learn new skills</li> <li>• High expectations of all students</li> <li>• Caring and supportive</li> <li>• Enthusiastic team player</li> </ul>	

### References:

References will be requested prior to interview, except for non-teaching roles where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

### DBS:

North East 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.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

**Pre-occupational health:**

Pre-occupational health check is an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

**Equal opportunities:**

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applicants with disabilities will be granted an interview if the essential job criteria are met.