

Teacher of English & Whole School Reading Lead Application Pack



The next exciting chapter
of your career starts here.

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I have been overwhelmed with the support everyone gives each other at CFS. The staff and Leadership Team are fantastic. (Staff Feedback 2023)

Court Fields is a happy and welcoming school. Pupils feel proud to attend.

Leaders have created a culture where hard work is expected.

Leaders offer high-quality professional development to staff, communicate effectively with them, and prioritise their wellbeing. As a result, staff morale is high.

(Ofsted 'Good', 2023)

Information Regarding the Role

Teacher of English & Whole School Reading Lead

Full time, Permanent from April 2024 or sooner

Teachers' MPS to UPS & TLR 2A (£3,214)

Closing date for applications:

9am Monday 4th December 2023

This is an exciting time to join a significantly improving school and one which 82% of parents would recommend the school to another parent. As a result of increasing student numbers, and our Year 7 cohort for September 2023 being significantly oversubscribed, we are looking to expand our staff team at Court Fields School.

Court Fields' staff and students are committed to improving rapidly to be a great school where every child, regardless of background, achieves well, feels they belong to our community and fully participates in school life to develop character and the resilience to succeed.

You would be joining a thriving and passionate department, with a diverse range of academic interests and expertise.

We are looking for a teacher who:

- Has a strong passion for teaching both language and literature
- Has excellent subject knowledge
- Will build positive relationships with learners across the range of abilities
- Will work effectively within a team context
- Will plan and deliver lessons which allow students to incrementally build on their knowledge and make rapid progress in reading, writing and oracy.

The successful candidate will be able to teach English to Key Stage 3 and 4.

In addition, we are seeking a candidate who is passionate about the transformative power of reading and will be relentless in driving the profile of reading across school and ensuring every student leaves Court Fields able to read at their age-related expectation at the minimum.

The main duties of the Whole School Reading Lead are below, however this is not an exhaustive list, and we are seeking a member of staff with the vision to grow the role over time:

- Organising and running diagnostic reading testing for all KS3 pupils (currently using NGRT)
- Sharing reading data with all teachers and ensuring teachers are informed about early and weaker readers in their classes
- Organising and overseeing the implementation of reading interventions for students in the early stages of reading, including phonics interventions (currently Read Write Inc. Fast Track)
- Monitoring the progress of early and weaker readers to ensure all make accelerated progress towards age related expectation
- Ensuring relevant staff are trained in the use of reading comprehension strategies in the classroom and in interventions and can explicitly teach phonics
- Promoting wider reading and reading across the curriculum through the use of rewards, promotional material and enrichment

CVs are not accepted, please complete the application form in full.

Closing date: 9am Monday 4th December 2023

Provisional Interview dates: Friday 8th December 2023

INTERVIEWS MAY BE CARRIED OUT BEFORE THE CLOSING DATE SO EARLY APPLICATION IS ADVISED.

Information Regarding the Role (continued)

What you can expect from us:

- Fabulous students who are motivated, interested, keen to learn and enthusiastic.
- A trusting partnership with supportive parents.
- An outstanding ethos where students achieve, have a strong sense of belonging and participate in learning, enrichment and the community.
- A comprehensive induction process, tailored to your role and previous experience.
- A structured programme of targeted, whole school or bespoke professional development, including leadership development.
- A high quality curriculum, developed across our Partnership, with a commitment to a programme of school improvement.
- A range of development opportunities for career progression within the Partnership
- Opportunities to work with and in other schools.
- Friendship, support and interaction with a vibrant and caring staff team with a commitment to improving children's lives.
- Strong leadership, a culture of high expectation and clarity of strategic school development.
- The chance to be part of a sustainable project, with a focus on high quality education, ambition for every child and supportive staff.

You will be joining an ambitious, committed and hardworking team of staff who offer amazing support, both in an academic and pastoral sense, and are relentless in their drive to make a genuine difference to and lasting impact on our young people, families and the wider community.

Job Description

The Blackdown Education Partnership's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

The Conditions of Employment of Teachers (contained in the School Teachers' Pay & Conditions Document) and the Teachers' Standards Frameworks produced by the Teacher Training Agency form part of job descriptions for teachers.

In line with both the complex nature of the roles carried out and the priority placed on development and improvement in all aspects of our work, job descriptions are written in terms of outcomes rather than simply a list of specific tasks.

The post holder shall perform, in accordance with any directions, which may reasonably be given to them by the Headteacher from time to time, such particular duties as may reasonably be assigned to them.

The generic job description, which follows, outlines the main areas of responsibility. There will be particular areas of responsibility and accountability, which will be negotiated with the successful applicant based on their strengths and the needs of the Department.

Post Title: TEACHER OF ENGLISH & Whole School Reading Lead

Whole School Reading Responsibilities:

The main duties of the Whole School Reading Lead are below, however this is not an exhaustive list, and we are seeking a member of staff with the vision to grow the role over time:

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Job Description (Continued)

Reporting to: Head of Faculty (Teacher) & Assistant Headteacher (Reading Lead)

Liaising with: School Leadership Team, teaching/support staff, LA representatives, external agencies, organisations, individuals, parents.

Working time: 195 days per year (full time)

Salary Grade: Pay scale for classroom teachers plus pay scale for post-threshold teachers where relevant.

Disclosure Level: Enhanced.

Purpose: Teacher

- To plan and deliver an appropriate curriculum that meets the needs of each student.
- To monitor and support the overall progress and development of students as subject teacher/form tutor.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To create an environment conducive to effective learning.
- To support the maintenance of high standards across all aspects of school life.

Expectations:

- To have a belief in the importance of working together with all other staff to develop and implement the Trust's aims, plans and policies.
- To support and contribute to attempts to achieve continuous Improvement in all aspects of the work of the Trust.
- To work, represent and promote the area and school in a manner that enhances the Trust's aims and values.
- To have a well-informed vision for the curriculum area and be committed to a culture of continuous improvement.
- To value the importance of a collegiate approach and the opinions of all members of the Trust.
- To have excellent communication skills, both written and oral and high competence in the use of ICT, both for learning and administration.
- To be committed to positive behaviour management.
- To be committed to enrichment activities in support of effective learning.
- To be able to work in an inclusive and positive manner and help to promote enjoyment of learning throughout the Trust.

Operational & Strategic Planning:

- To assist in the development of appropriate syllabuses, resources, schemes of work, assessment processes and teaching and learning strategies.
- To contribute to the formulation of aims, objectives and strategic plans.
- To plan and prepare courses and lessons that support effective curriculum delivery.
- To implement Trust's policies and procedures.

Job Description (Continued)

Curriculum Provision & Development:

- To deliver the curriculum in a manner that meets the needs of individual students.
- To assist in the process of curriculum development in order to ensure that the curriculum provided is of high quality and meeting the needs of individual students.

Staffing Deployment & Development:

- To continue to develop professionally in all aspects of the role including through involvement in a range of professional development activities.
- To engage in the Performance Management Review process in support of personal professional development.
- To ensure the effective and efficient deployment of learning support within the classroom.
- To support the professional development of colleagues to aid their ongoing professional development.
- To contribute to the establishment of effective working relationships within teams across the Trust.

Student Outcomes:

- To implement systems for monitoring student progress, both individual and groups, and to use the information obtained to improve student outcomes.
- To implement an effective and positive approach to behaviour management that supports high quality learning.
- To be accountable for student outcomes within classes and groups for which responsibility is held.

Quality Assurance:

- To implement area and Trust's plans and policies in an effective manner.
- To implement an effective process of self-review and self-evaluation, including that based on target setting and analysis of data.
- To develop and implement action plans based on this self-review/self-evaluation.

Specific Responsibilities:

- Responsible to the Headteacher via the Head of Department for teaching subject duties, and the Head of Year for Form Tutor duties.
- To be confirmed following consultation with the postholder.

Other Responsibilities:

- To undertake additional duties as required, commensurate with the level of the job. To contribute to the effective working of the school/team;
- Maintain positive, professional relationships with students, parents / carers and colleagues;
- Maintain a presence around the school to ensure that the highest standards of behaviour are upheld;
- To participate in induction training, staff review processes and professional development opportunities;
- Commit to Equal Opportunities and Anti-Discriminatory Practice.
- The School operates a Smoke-Free Policy and the post-holder is prohibited from smoking in any of the Trust's buildings, enclosed spaces within the curtilage of buildings, and vehicles;

Job Description (Continued)

- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members;
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust Policies and Procedures;
- The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at;
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

You have a duty of care for your own health and safety at work and that of others who may be affected by your actions at work.

It is an important feature that the post holder should be a positive, professional role model. It is equally important that the Teacher of English is able to identify their own personal and professional development needs and be able to set and achieve their own professional objectives within a supportive school environment.

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

Application Process

Applications should be emailed to tmorcom@courtfields.bep.ac or posted to:

**Mrs Tracey Morcom
Cover Manager & HR Assistant
Court Fields School
Mantle Street
Wellington
Somerset
TA21 8SW**

Closing date: 9am Monday 4th December 2023

Interview date: Friday 8th December 2023

The Blackdown Education Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all who work here to share this commitment. The successful candidate will be subject to employment checks, including an Enhanced DBS disclosure.

Achieve. Belong. Participate.

