

# St Damian's RC Science College



<b>Job Title/Post:</b>	Lead Practitioner in English
<b>Salary:</b>	L3 - L7
<b>Immediately Responsible to:</b>	Subject Leader i/c English [Subject to change]
<b>Responsible For:</b>	<b>A]</b> High quality teaching within the English Department <b>B]</b> Supporting the Subject Leader to ensure Department is 'Outstanding' and <b>C]</b> Being part of whole school T&L team

## **Core Purpose:**

To support and uphold our Catholic ethos, ensuring the Mission Statement is at the heart of day to day professional duties and the principles of 'Every Child Matters' underpin how our responsibilities are carried out. A key role is to the Subject Leader in raising standards of pupil attainment and achievement within the curriculum area in line with national, diocesan and school priorities. This will include engaging with whole faculty initiatives regarding the quality of learning, teaching and assessment. In addition, it will mean monitoring pupil progress and co-ordinating effective intervention to improve pupil outcomes for pupils whom you are accountable.

## **Learning and Teaching**

1. To accelerate progress in English and raise attainment by delivering consistently outstanding lessons and by being a positive role model
2. To set and maintain high standards of teaching, learning and assessment in your own classroom practice and supporting the practice of colleagues within the Department
3. To manage, develop and share high quality teaching and assessment resources to match the needs of the curriculum and the different abilities of pupils
4. To ensure a high-quality learning environment within the classroom by managing, improving and monitoring classroom behaviour and utilising department policies and sanctions which are consistent with the agreed school Behaviour Policy.
5. To assist the Subject Leader by leading learning through out of hours activities
6. To update professional knowledge and expertise as appropriate in order to be aware of developments in both curriculum and pedagogy
7. To be part of the T&L team within school with an emphasis on aspiration, attainment and achievement through motivational lessons and resources. This may include challenging the quality of teaching where appropriate
8. To assist in the professional development of staff [Whole school and within the English department], for example, at INSETs, through modelling best practice, coaching and through lesson observation feedback
9. To assist the Subject Leader in devising and leading appropriate and effective interventions

10. To be at the forefront of developments in curriculum and assessment in KS3 and KS4 English
11. To train as an exam moderator, ensuring that all English teachers are kept up-to-date with grade boundaries and any changes in the application of assessment criteria
12. To liaise with the Subject Leader to provide or source English CPD that is pertinent to each individual and focuses upon each individual teacher and pupil progression
13. To develop and embed strategies to 'stretch & challenge' More Able pupils across both KS3 & KS4 increasing outcomes for Grades 9-7
14. To be an active member of the Literacy Link Team promoting Literacy across the Curriculum and sharing good practice
15. To take responsibility, as requested, for the progress and provision for Year 7 Catch up Premium pupils including the delivery of the Fresh Start Phonics programme
16. To review and evaluate the impact of the lead practitioner role regularly

### **General Duties**

1. To uphold the Catholic ethos of the school
2. To have high expectations of all pupils, ensuring that they achieve or exceed expected progress from their starting points
3. To support the quality assurance procedures of both the department and the school and ensure these meet the school's self-evaluation strategy and the College Improvement Plan
4. To participate in ongoing personal CPD, ensuring that as a practitioner you are at the forefront of National agendas, especially in English
5. To be accountable for developing and co-ordinating strategies to raise pupil achievement for those you are directly accountable for
6. To ensure pupil reports are completed to a high professional standard, by both meeting deadline dates and ensuring documents produced are consistent with the college's reporting arrangements
7. To attend and participate in Parents' Evenings and other whole-college events which form part of directed time, for example, Open Evening, Presentation Evening
8. To attend Team and Staff Meetings as directed

### **Other Duties and Responsibilities**

There are other duties that the Headteacher may, from time to time, ask the post holder to perform.

## **Application & Recruitment Process: Further Guidance to Candidates**

Applications will only be accepted from candidates completing the Teacher CES Application Form or Tameside MBC Support Staff Application Form in full. CVs will not be accepted.

On occasion, we receive a high number of applications and therefore we regret that we are unable to reply individually to each application. Applicants who have therefore not heard from us by 5 working days prior to the advertised interview date, must therefore assume they have not been shortlisted for interview.

St Damian's RC Science College seek two references (one must be your current employer) and a faith reference for teaching staff, for all shortlisted candidates prior to the interview (unless candidates have indicated otherwise on their application form). Information requested from referees will include information relating to performance, attendance, disciplinary records, suitability for the role applied for and the applicant's suitability to work with children.

The recruitment process will vary for each role but will generally involve at least one interview, alongside other suitable recruitment tests, as appropriate. We will also carry out the below checks for all appointments:

### **Pre-employment Checks**

In keeping our students safe, all appointments to St Damian's RC Science College will be subject to the following pre-employment checks:

- Receipt of at least 2 satisfactory references, one of which must be the applicant's current (or most recent) employer
- Verification of identity, right to work in the UK, and qualifications
- Receipt of a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).
- For teaching posts, verification of successful completion of the statutory induction period
- Verification of medical fitness for the role

### **Criminal Records**

All posts in St Damian's RC Science College involve some degree of responsibility for safeguarding children, although the extent of that responsibility will vary according to the nature of the post. Accordingly, all posts within St Damian's RC Science College are exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind overs, including those regarded as 'spent' must be declared by all applicants. The amendments to the Exceptions Order 1975 (2013) however provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring website.

We recognise that people with criminal convictions face discrimination when seeking employment and so have procedures as part of the recruitment and selection process to guard against further disadvantage. Any information will be treated in the strictest confidence and you will only be prevented from obtaining employment if we consider applicants have a criminal record that makes them unsuitable for work involving substantial access to children/vulnerable people.

Should you require any further information regarding St Damian's RC Science College's application and recruitment process please contact 0161 330 5974