

Post: Teacher of English

Reporting to:

1. Head of Faculty
2. Academic Deputy Head
3. Headmaster

Prior Park Schools

We are a family of schools comprising, Prior Park College, Bath, The Paragon Junior School (Bath) and Prior Park School Gibraltar. Each School provides a high achieving, co-education, Christian Education.

Our encouraging ethos nurtures over 1,000 pupils aged between 3 and 18 years to become confident, capable, compassionate and independent young people.

The Post

This is an exciting opportunity to contribute to the development of a successful, dynamic and progressive English Faculty in beautiful and inspirational surroundings. The post is a full-time position and would suit a teacher with experience at Secondary level or a suitably qualified NQT.

A willingness to contribute to the wider life of this successful day school is essential. Full induction and training will be given to the successful candidate.

Further opportunities to apply for forthcoming leadership roles, dependent on relevant experience, professional development or aptitudes, will arise in the summer term 2019 when the school hopes to appoint Heads of Faculty, a Head of Sixth Form and a Deputy Head (Pastoral).

Personal and Professional Specification

The ideal candidate will display the following attributes:

- Drive to achieve the best possible results by designing challenging schemes of work and setting high expectations
- A willingness to work with individual students requiring additional support outside formal lesson time
- An ability to build a positive rapport with students across the full age range
- Keenness to take responsibility for professional development and to use the outcomes for their own benefit and that of the school
- Eagerness to make an active contribution to the policies and aspirations of the School
- A team player, willing to work collaboratively with members of the whole Faculty to share resources and best practice
- Strong organisational skills

- A willingness to work beyond the contracted hours when the occasion demands
- Ability to plan (short, medium and long term), prioritise and manage time well ensuring decisions are implemented; anticipation of problems and challenges, viewing them as an opportunity to do something different and creative
- Loyalty and integrity

The Role

The purpose of this position is to be an inspirational English Teacher able to contribute effectively to the English Faculty, showing creativity and initiative.

Some of the duties in this post involve:

- Writing and delivering appropriately designed schemes of work independently and as part of a team.
- assessing homework and coursework and providing appropriate feedback;
- maintaining records and write academic reports;
- working as a tutor as required;
- attending parents' evenings and where appropriate hold meetings with parents to discuss pupil progress;
- to continue to update knowledge and expertise; willingness to learn;
- acting in accordance with advice from the SENCO, and pastoral team on the best approach to individual pupils;
- engage with our feeder primary schools, offering taster days and transition support;
- participating in the system of cover for absent colleagues;
- be committed to the highest standards of child protection.

Please note that this list is not exhaustive and other additional, reasonable tasks falling within capabilities of the post holder may be required, depending on the needs of Prior Park School.

Induction, In-Service Training (INSET) and Appraisal

Teachers are required to:

- attend the induction programme as required by the Head teacher
- participate in the system of appraisal
- identify their own training needs in consultation with their Head of Faculty
- ensure they are familiar with the Common Room Handbook and school guidance policies
- be aware of, and act in accordance with, school Health and Safety policies (as set out in the Health and Safety Manual).

Pastoral role and Wider Contribution

Teachers will:

- act as form tutors (unless their other roles/duties preclude this), being part of a team reporting to a Head of House and making a full contribution to the House. This role involves routine registration, monitoring of academic progress and general welfare, conducting and generating pastoral sessions, and supporting House events;
- contribute to the co-curricular programme of the school. For example, it is expected that all teachers run at least one activity per week (3.45 – 6.00pm) every term. Support for General Studies, evening events, occasional residential trips and the Pastoral Programme is expected;
- Discharge necessary routine duties, such as break and lunch duties, and cover for colleagues and contribute to the good order of the school;
- Offer a positive example in all that they do and provide a professional presence at all times.

Salary

Prior Park School operates its own pay scale. The salary will be according to experience. Teachers will be entitled to be members of a teachers' pension scheme from September 2019.

Child Protection

Prior Park Schools are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Data Protection

“In the course of employment at Prior Park Educational Trust, staff may have access to confidential information relating to pupils and their families and are required to exercise due consideration in the way they use such information. Staff should not act in any way, which might be prejudicial to the School's interest. Information, which may be included in the category, covers both the general business of the school and information regarding specific individuals. A strict code of confidentiality must be adhered to at all times. The School is registered under the Data Protection Act 2018 and operates under policies that meet General Data Protection Regulations (GDPR). Staff must not at any time use the personal data held by the school or disclose such data to a third person.”