



Post: EAL Practitioner (Full-time, Permanent)

Reporting to:

1. Head of EAL

Prior Park Schools

Prior Park Schools is a family of Christian schools based in Bath and Gibraltar. Together, the Schools offer education for pupils aged between 3 and 18. Since the establishment of Prior Park College in 1830, the family has grown, with The Paragon School joining in 2006, and Prior Park School Gibraltar being opened by Prior Park Schools in 2016.

The Schools' Mission is to steward a thriving family of communities with love for the young people they serve at their heart. These vibrant communities cultivate creativity, foster integrity, and transform lives.

Across three sites, the Schools educate over 1100 young people of all faiths and none. The values underpinning the Mission and the Schools' educational offerings are Curiosity, Generosity, and Courage. The Schools believe that quality education changes lives and that outstanding schools are engines for positive social transformation.

Our Schools provide excellent teaching, equipping our young people to leave for a variety of exciting destinations. The success of what the Schools do in the classroom is intertwined with their co-curricular offerings. The young people undertake a wide variety of activities, which, in addition to being fun, challenge them to persevere to succeed. We work together imaginatively and courageously to hone the skills our young people need to forge their place in the world.

Prior Park Schools (PPS) have long been renowned for the quality of their pastoral care. Grounded in the love that sits at the centre of our Mission, our pastoral ethos allows young people to feel safe and secure to challenge themselves, to learn who they want to be, and to discover the difference they want to make.

Each of the Schools' Heads are supported by a Leadership Team, who together lead the day-to-day educational business of their respective schools. The Board of Trustees provides governance and support for the Heads and their schools via a number of Advisory Committees which include Local Boards for each of the schools, the Finance, Audit, Investment & Risk Committee (FAIR), an Education Committee and Safeguarding oversight.

The Executive management of the schools is devolved to the Prior Executive Board (PEB), the standing members of which are the Heads of each constituent school and The Director of Operations & Finance. The PEB drives the strategic development of PPS, ensuring that it is on track to deliver its vision and thereby remains a market leader in independent education.

Purpose of the Role

To provide international students with English language skills of life-long value, specifically to improve their communicative ability in speaking, listening, reading, and writing. This is to be achieved by teaching high quality EAL lessons, as well as supporting international students in their other classes and activities in school life.

Contacts

The post-holder will need to maintain excellent working relationships with students, parents, and colleagues in the EAL department, as well as coordinating with boarding staff, pastoral staff and other teaching staff when required.

The EAL Department

International students account for around 20% of the student base. They join Prior Park at different stages of their school career. Some join for a short stay (a year or less), while others follow the UK education system through to Higher Education. The EAL Department generally caters for around 80 pupils from various countries including Hong Kong, China, Spain, Chile, Germany, France, Thailand, etc.

The EAL department aims to enable all international students to access the curriculum of the subjects they are studying. There is also a large focus on EFL exams, particularly IGCSE in English as a Second Language and IELTS. Cambridge PET, B2 First, and Advanced are also sometimes taught.

A key objective of the department is to assist in the integration of all students into the school, something which we feel very strongly is the responsibility of UK students as much as international students.

As part of the wider education of our students, the department also arranges annual speaking competitions (both internal and external), multicultural events, social events and occasional trips.

The Role

The purpose of this role is predominantly to improve the English language skills of students working in English as a second/additional language.

The post holder will report directly to and be line-managed by the Head of EAL. In their work the post holder will have day to day responsibility for their own work priorities and maintenance of high standards.

The role is based predominantly at Prior Park College but travel to other locations may be required as part of wider Prior Park Schools work.

Responsibilities

- To teach effective EAL classes
- To set and mark homework and tests, and provide appropriate feedback
- To help prepare international students for examinations, typically IELTS, IGCSE in English as a Second Language, Cambridge First, PET & Advanced
- To help develop in students the confidence and motivation to take advantage of the academic and social opportunities offered at Prior Park
- To ensure that students are given the best opportunity to reach their potential in all curriculum areas by reducing the barrier of language, and to support students in subjects where the lack of English is impeding progress

- To assist with the induction of newly arrived international students, and help them settle in as soon as possible
- To support the school's integration programme to ensure all students integrate into the school
- To assist and inform the pastoral care of international students
- To help organise and run events and trips
- To share knowledge about students' abilities and needs in English and encourage teaching staff to use this knowledge effectively in planning and teaching
- To help prepare students for the next step in their education, whether progression to another school or university
- To liaise with tutors over matters of individual pupil progress and behaviour
- To prepare academic reports, provide subject information to parents, attend parents' evenings and respond to subject-related parental enquiries
- To participate in the system of cover for absent colleagues
- To act in accordance with advice from the SENCO, the medical team and House staff on the best approach to individual students
- Where appropriate, to act as a House tutor, being part of a team reporting to a Housemaster/Housemistress and making a full contribution to the House and its associated events
- Where appropriate, to contribute to the extra-curricular programme of the school which may include after school, evenings, and weekends. Teachers are generally expected to offer two after-school activities (4.45pm-5.45pm) each week and two terms of an activity on a Saturday, although there is no Saturday teaching at Prior
- To attend the induction programme and CPD as required by the Deputy Head, Academic
- To participate in the system of Professional Development
- To be familiar with Common Room Handbook and school guidance policies
- To ensure that Health and Safety procedures are followed

Line Management

This post involves no direct line-management.

The tasks listed above are not exhaustive and other additional, reasonable duties falling within capabilities of the post holder may be required, depending on the needs of PPS.

JD reviewed [March 2023]

Professional Specification and Personal Attributes

The post holder will be an enthusiastic teaching professional, with a creative approach to teaching, and who understands the needs and challenges of working in a second language.

They will be keen to engage in professional development and to use the outcomes for their own benefit and that of the school. They will be willing to learn on the job, and be receptive to feedback, and they will also be ready to support other staff working with international students.

They will be happy to take responsibility, anticipating problems and challenges. They should be able to work under pressure, and to plan, prioritise and manage time well, and join in the wider life of our extremely busy school.

We welcome people from all faiths and none but an understanding of and support for the school's Catholic/Christian ethos is important for all staff.

The main areas of responsibility are:

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Undergraduate degree CELTA or equivalent 	<ul style="list-style-type: none"> An advanced EFL teaching qualification such as DELTA Masters degree in a relevant discipline, e.g. MA-TESOL
Experience	<ul style="list-style-type: none"> EAL/EFL/ESL teaching experience Teaching teenagers/young adults 	<ul style="list-style-type: none"> Experience of EFL work in other countries Materials development EAP / ESP experience
Knowledge	<ul style="list-style-type: none"> Good working knowledge of EAL and relevant pedagogy Knowledge of one or more cultures from other countries 	<ul style="list-style-type: none"> Familiarity with EFL Exams (Cambridge PET, B2 First, Advanced, IELTS, IGCSE in E2L)
Skills and competencies	<ul style="list-style-type: none"> Excellent classroom practice Excellent communication skills, both verbal and written Excellent organisational skills, able to work to strict and often conflicting deadlines An ability to work collaboratively with colleagues Competent IT user 	

Child Protection

All staff employed by Prior Park Educational Trust must be committed to safeguarding and promoting the welfare of children and young people across our 3-18 Trust, both in and out of our Schools. All staff are expected to adhere to and always ensure compliance with the Trust's Child Protection Policy Statement. 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 always adhered to. The School is registered under the Data Protection Act 2018 and operates under policies that meet



Prior Park Schools

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.

Special Working Conditions

Prior Park Schools operates a policy under which smoking, including e-cigarettes or vaping, is not permitted anywhere onsite.

Schools are physically demanding environments, and the post holder can expect to be involved in activities which may require physical exertion, always observing health and safety regulations and practices.