



Chancellor's School



Appointment Brief for Teacher of English





Chancellor's School

Dear Applicant,

Thank you for your interest in Chancellor's School.

You would be joining at an exciting time in the school's development and growth. Chancellor's is an inclusive school with exceptional academic results. We remain determined to strengthen our teaching and learning culture, and to make further improvements in the future.

We continue to be significantly oversubscribed with increasing numbers in our sixth form. Students make extremely good progress during their time at the school, and there are an impressive number of students who achieve the very top grades.

We are focused on achieving the very best for every member of the school community and we expect standards to rise further in the future. We joined the Danes Educational Trust in 2019 and this has helped create further exciting and varied opportunities for both staff and students.

We were also inspected by Ofsted (September 2018) and, whilst we remain rated as 'Good', there was a clear acknowledgement of the impact of the school's work of late and the progress we have made since the previous Ofsted. I am pleased that, as part of the Danes Educational Trust, we have taken further strides forward.

It is a privilege to be the Headteacher of Chancellor's School. It is a positive and rewarding place to work with a strong sense of community. Teachers are respected and valued not only by the Senior Leadership Team, but by students, parents and governors. Visitors often remark at how delightful our students are. Not only are they keen to learn, they are friendly, ambitious, proud of their school and eager to take on responsibility.

The highly professional staff is dedicated and focused on the core business of the school, teaching and learning. The governors and I are committed to the well-being and continuing professional development of all members of staff.

You can visit our website on www.chancellors.herts.sch.uk for further information about the school including the school prospectus. If you would like to organise a visit to the school or if you would like to discuss any position in more detail then please contact Emma Wright, HR Business Partner at recruitment@daneseedtrust.org.uk.

If appointed, you will benefit from working within an established, outstanding Trust. More information about the Trust can be found [here](#).

David Croston

Mr David Croston
Headteacher

www.chancellors.herts.sch.uk
www.daneseducationaltrust.org.uk





Chancellor's School
JOB DESCRIPTION



Job Title: Teacher of English
Line Manager: Head of Faculty
Pay Range: MPS
Work Pattern: Full-time, permanent
Start date: September 2023

Core Purpose

- To contribute to the effective functioning of the faculty as a team.
- To maintain high professional and academic standards, remaining up to date in terms of subject knowledge and pedagogical techniques.

Main Duties and Responsibilities

1. Teaching and Learning

- Ensure effective curriculum coverage, continuity and progression in the subject for all students
- Establish clear teaching objectives in lessons and use appropriate teaching and learning methods
- Prepare lessons thoroughly and review content, presentation and relevance, ensuring that full records of work done are kept
- Follow policies for assessing, recording and reporting on student achievement, and use these to set achievable targets for further improvement for all students of all abilities
- Ensure effective development of students' individual learning skills takes place
- Create and maintain a stimulating learning environment
- Ensure a level of discipline conducive to learning



2. Communication and Liaison

- Attend faculty and full staff meetings and represent the faculty at other meetings, where appropriate
- Meet formally and informally with Head of Faculty or Subject Leader over matters relating to teaching and learning, classroom management and over personal professional development
- Communicate and work effectively with other members of the faculty
- Liaise with other staff, including form tutors and pastoral leaders/assistant pastoral leaders on matters relating to the teaching of the subject
- Maintain appropriate contact and consult with parents of students as necessary



3. General

- Keep up to date with and follow faculty and Danes Educational Trust (the 'Trust') policies
- Assist in the general management of the faculty as directed by the Head of Faculty or Subject Leader
- Carry out delegated tasks to meet faculty objectives.





Chancellor's School

JOB DESCRIPTION Cont.

Our Vision

At the Danes Educational Trust we are committed to 'Making the Difference Together' sharing best practice and supporting each other to be the very best we can be.

Core Values

The post holder is expected to share our commitment to our core values:

- We value joy in working, teaching and learning together
- We encourage everyone within our Trust to feel optimistic about the future and how they can shape it
- We support all individuals in developing resilience to enable them to respond to change and grow as a result
- We value and support the wellbeing of all individuals who learn and work in our schools
- We provide equality of opportunity and experience for all
- We provide a safe and secure learning environment for all

Compliance

The post holder is required to be aware of and comply with policies and procedures relating to child protection; health and safety; confidentiality; and data protection and report all concerns to an appropriate person.

Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts.

Additional Information

All staff are required to participate in training and other learning activities and in appraisal and professional development as required by the Trust's policies and practices.

This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of the Trust.

Supervision/Job Context

The post holder is managed by Head of Faculty, English.

Contacts

The post holder will work with students and staff as appropriate.





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PERSON SPECIFICATION

We are looking for...

Knowledge, experience and training

Essential:

- Post holder must hold Qualified Teacher Status (QTS)
- A natural aptitude to model the Trust's core behaviours – *'We display transparency, kindness and respect in all our interactions with others, and support each other in all our endeavours. We are tenacious in our desire to make the difference together'*
- Be an excellent classroom practitioner with an understanding of good teaching and how children learn
- Have a genuine passion for English and be committed to maintaining and raising the standards of achievement in the school
- Be committed to the safeguarding of children
- Have a degree or equivalent qualification
- Demonstrate a high level of professionalism at all times and be a role model for others
- Be able to communicate effectively and positively with all stakeholders
- Have an understanding of or is interested in current developments in the National Curriculum regarding English
- Be committed to the wider aspects of school life including extra-curricular activities
- Be willing to work as a member of a team and be committed to the school's strategic commitment, purpose and intent
- Be willing to undertake further, relevant training and to pass those skills on to other members of staff, as appropriate
- Be committed to obtaining the highest standards of achievement, and a belief that engaging learning with high challenge and a focus on developing independence is the most effective and enjoyable learning





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SCHOOL SUMMARY

Chancellor's is a school which is part of the Danes Educational Trust with approximately 1250 students, aged 11–18. It is situated in the beautiful village of Brookmans Park in South Hertfordshire. The school opened in September 1964. The impressive and picturesque grounds are some 15 acres in extent including substantial sports grounds.

We have been a specialist mathematics and computing college since September 2004 and have held a second specialism in languages since April 2008.

Many of our students come to the school from local villages as well as from Potters Bar and Hatfield. Additionally, 10% of students are admitted to the school on their musical aptitude.

Our curriculum is broad in Years 7 and 8. In Years 9, 10 and 11 students study a broad core of subjects including PSHE (Healthy Minds), English, Mathematics, Physical Education, Religious Education, Science and ICT. In addition, students are able to express a limited preference for further subjects to support their individual interests and aspirations. 75% of our students typically study the English Baccalaureate and a large percentage of our students stay on to study in our sixth form.

We are also committed to offering our students a wide range of extra-curricular opportunities. Music and drama flourish at Chancellor's with many concerts and performances. There are clubs for students of all ages, and regular visits are arranged to plays, exhibitions and museums. The main sports include football, rugby, netball, athletics and basketball and a number of our students play for county teams.

There are 133 members of staff (both full and part time) including 88 teachers who are supported by a skilled and professional associate staff.

Further details about Chancellor's may be found on our [website](#). Enquiries by telephone are welcome.



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Chancellor's School

FACULTY SUMMARY



The English Faculty

The overriding aim of the English curriculum is to foster a love of literature and specifically to develop to the full our students' ability to use the English language in a wide range of contexts and situations. We strive to ensure students are aware that the skills developed in English lessons have a vital contribution to their work across the whole curriculum and to life outside school, including the workplace. Through the shared experience of reading a wide range of literary and non-fiction and media texts, we aim to stimulate a sense of personal and social awareness and an ability to empathise with others. We place a strong emphasis on challenge and have high expectations of all our students.



At Key Stage 3 students are consistently challenged to reflect on literature and language. In each year students study a novel, a range of poetry, drama and non-fiction texts. This has a focus on exploring and evaluating the ideas of these texts, as well as providing creative opportunities for extended writing. We aim to provide a diverse range of texts to study, encompassing a broad range of ideas and viewpoints. We also provide enrichment opportunities for students, including poetry workshops and theatre visits.

At Key Stage 4 we currently offer Eduqas English Language, AQA English Literature and Eduqas Film Studies. The breadth of this offer allows us to tailor our GCSE pathways to our students' needs and abilities. At Key Stage 5 we follow OCR Syllabus B for English Literature. We also offer Eduqas A Level Film Studies.



Schemes of work accompany all units and these are updated regularly, teachers are encouraged to use and develop these resources so that they become a shared and consistent approach to English. Students receive targets and at the start of each academic year. All students undertake assessments each half term which allow teachers monitor progress. Students have three hours of English each week at Key Stage 3 and eight every fortnight at Key Stage 4. At Key Stage 5 students have nine hours per fortnight. Classes are mostly taught in mixed ability groups. Uptake at A Level is very strong, with two large English Literature groups and one large Film group in each year.

There are currently eight full time members of the faculty and two part time members with a wide range of experience. The staff are committed and experienced and are happy to share expertise and support each other. Full time teachers have a classroom where most of their lessons are delivered. There is a shared English Office where each teacher has their own work station.





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BENEFITS

We can offer a range of benefits including:

- Children of staff are admitted under criterion 2 of the secondary transfer admission arrangements, after two years' service
- Exceptional CPD opportunities
- We run a strong and robust induction programme for Early Career Teachers (ECTs). We have a vast experience of working with ECTs and we see ECT Induction as a means to develop the best teachers in the local area
- Study Assistance Programme
- Comprehensive Employee Assistance Programme
- Membership of the Teacher's Pension Scheme / Local Government Pension Scheme
- Career development opportunities within an expanding Multi-Academy Trust
- Opportunities to expand your professional networks through the Trust's external partnerships e.g. Science Learning Partnership, Challenge Partners
- £250 New Employee Referral Scheme (i.e. finder's fee) for any qualifying positions that you refer the successful candidate for
- Cycle to Work Scheme
- Occupational Health and an onsite Counsellor
- Free flu jabs
- Herts Rewards; an online 'one-stop' portal hosting a range of employee benefits
- Free parking
- Staff Committee that organise regular social events





Becoming part of the team at the Danes Educational Trust will give you an opportunity to make a difference to the educational outcomes of young people in Hertfordshire, whilst providing you with an opportunity to pursue your passion for education.

In the last year, we have expanded to be a Trust of nine schools: St Clement Danes School, Croxley Danes School, Chancellor's School, Onslow St Audrey's School, De Havilland Primary School, Elstree Screen Arts, Ascot Road Primary School, Lanchester Primary School, Jupiter Primary School and we have more schools in the pipeline. Schools maintain their own individual cultures and relationships with their community and networks, but align through key educational policies and school improvement strategies, and crucially align with respect to the Trust's vision and core values.

You will be part of a Trust that develops optimistic, resilient learners and valued, empowered staff. We collaborate with local, national and global partnerships to achieve our vision of 'Making the Difference Together' and consider our core values to be at the heart of what makes our Trust unique:

- We value **joy** in working, teaching and learning together
- We encourage everyone within our Trust to feel **optimistic** about the future and how they can shape it We support all individuals in developing **resilience** to enable them to respond to change and grow as a result
- We value and support the **wellbeing** of all individuals who learn and work in our schools
- We provide **equality** of opportunity and experience for all
- We provide a **safe** and secure learning environment for all





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