



The
3-18
Education
Trust

Applicant Information Pack

Teacher of English



Selfless - Self Assured - Successful



Headteacher Letter to Applicants

Thank you for the interest you have shown in our school.

St Martins School is a very special place. We deliver child-centred, individually tailored education because of our small size and unique position in our community. This family ethos surrounds all who work and study here, creating a safe, supportive and nurturing environment. Our recent Ofsted describes us as “a small school with a big heart” and “Senior leaders have high aspirations for every pupil and have created an ambitious curriculum to meet these high expectations.” The pupils build trusting relationships with staff, based on mutual respect from nursery to year 11, pupils feel happy, valued and safe.

I very much hope that after reading the information below you will feel that you want to play your part in securing the very best education for the students of St Martins.

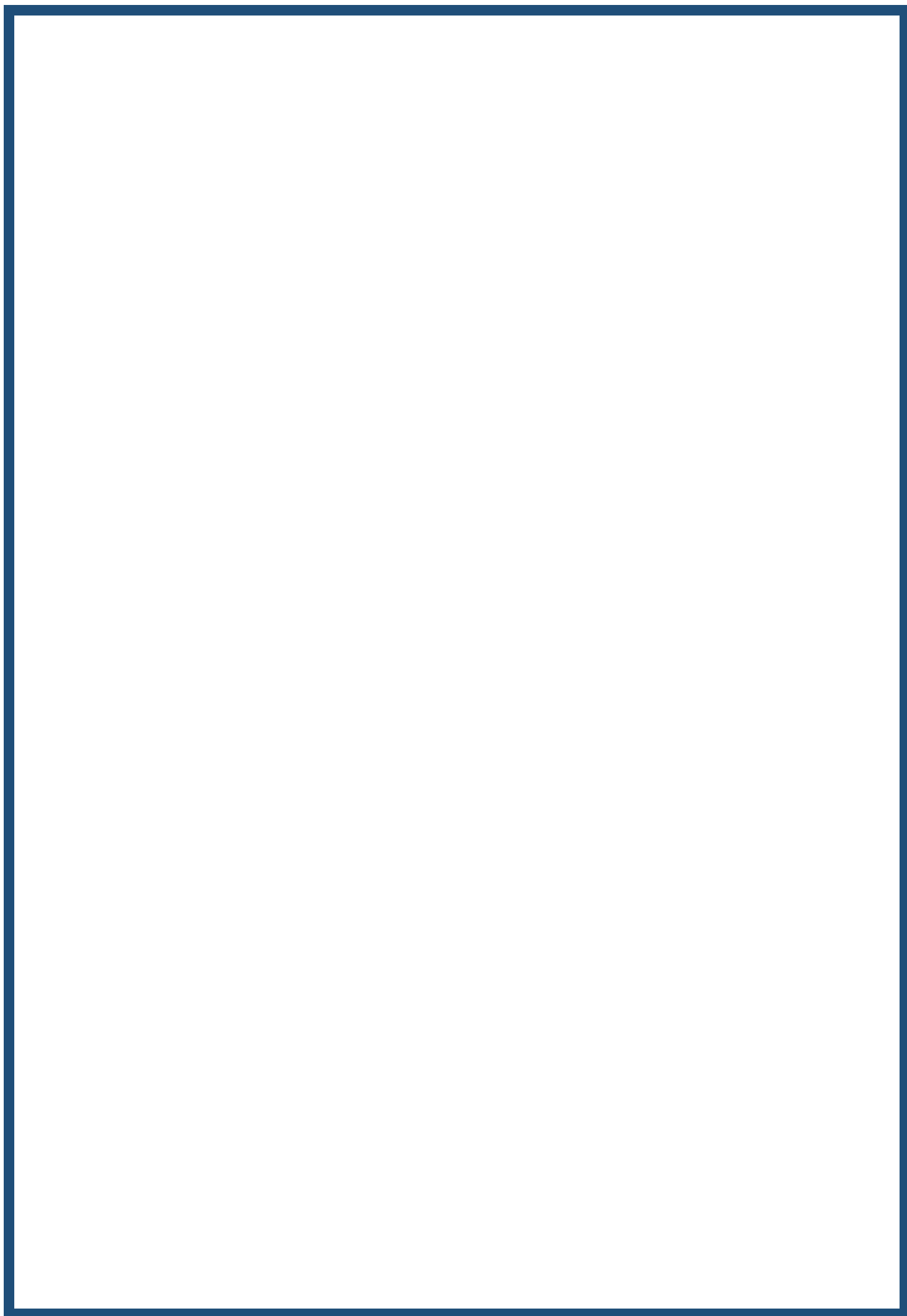
The following ethos is a commitment shared by staff and governors. We will:

- Recognise and foster academic ability so that individual excellence can be achieved
- Deliver the highest quality teaching, enabling children to maximise their potential throughout their learning journey 3-16
- Create a family ethos of safety, support and nurture where respect for each other is a given
- Create an inclusive environment where children of all abilities and backgrounds make a positive contribution to school life and the wider community
- We will encourage children to think independently and make informed decisions enabling them to have high aspirations about their future
- We will work with children and families in constantly reviewing progress and supporting differing developmental needs

This is an incredibly exciting time as we further develop and maximise the value of being an all through school through the new pastoral system, school house structure and offer the very best transition and personal development for students.

Sue Lovecy Head of School





About our Trust



The 3-18 Education Trust is currently made up of five schools and derives its name from the age range of the pupils and students who attend those schools. We have an inclusive ethos, defined by age and we recognise that education is a continuous process, secured through consistent values and a strong transition (through the key stages).

Our Vision:

To ensure every individual is in a great school.

Our Mission:

To celebrate the diverse nature, culture and identity of our individual schools, whilst enjoying the benefit of the team, so that each school is reciprocal in their support for one another and achieves together.

Our Values:

- Accomplished: to provide high quality education and training for all
- Resilient: to be solution focused and able to intelligently manage challenges
- Compassionate: to show care and understanding towards others

Not only do we pursue the important dimension of achieving the best results for each student regardless of their starting point, but we also believe strongly that education is about developing well-rounded individuals who are ready, willing and able to make their contribution to society.

Please take a look at our Trust website <https://www.3-18education.co.uk/> for more details. For further information about our schools, please click on the links to their websites below:



<https://www.3-18education.co.uk/schools/coleham-school/>



<https://www.3-18education.co.uk/schools/the-priory-school/>



<https://www.3-18education.co.uk/schools/st-martins-school/>



<https://www.3-18education.co.uk/schools/thomas-adams-school/>



<https://www.3-18education.co.uk/schools/william-brookes-school/>

Job Description



The
3-18
Education
Trust

Title of Post	Teacher of English
Post Status	Full Time
Salary/TLR/ Allowance	ECT / Main Scale / Upper Scale
Reporting to	Head of Department

Main Purpose

The post-holder will work within the terms of the nationally determined teachers' standards and the policies of the school.

The post-holder will play a full part in the work of his or her department and of the school.

Key tasks will be to:

- teach English across a range of ages and abilities
- contribute to the development of schemes of work, curriculum development and innovation
- operate marking, assessment, recording and reporting procedures in line with those within the department and the school
- participate in continuing professional development, including Performance Management
- use and develop ICT as an integral part of the teaching and learning process
- plan and develop resources and display, ensuring there is a high standard of display work in the classroom, which is changed frequently
- share responsibility for the pastoral care of students, colleagues and the school community
- work co-operatively with teaching and support staff
- reinforce equal opportunities in the department and the school
- contribute to maintaining and enhancing the high reputation of the school and demonstrate consistent high standards of personal and professional conduct
- to be responsible for promoting and safeguarding the welfare of children in accordance with the school's Child Protection Policies & Keeping Children Safe in Education policy
- maintain a high level of personal knowledge and understanding of English including standards, expectations, current developments and initiatives
- undertake by agreement with the Head of Department specific responsibilities within the department

- attend scheduled meetings in the English department and school
- carry out other duties which may occasionally and reasonably be required by the Head of Department or the Head Teacher

In addition, all colleagues are encouraged to make a personal contribution to the extra-curricular life of the department and the school.

The postholder may be required to carry out any other duties that are commensurate with the post. Whilst every effort is made to explain the main duties and responsibilities of the post each individual task undertaken may not be identified.

This job description is subject to review, in negotiation with the post holder at any time. However, an annual review of this job description and allocation of responsibilities will take place as part of agreed performance management arrangements.

Person Specification

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Degree (or equivalent) in a relevant subject • Qualified Teacher Status • Successful experience of teaching English at Key Stage 3 and Key Stage 4 	
Work or relevant experience	<ul style="list-style-type: none"> • Be a reflective practitioner that is able to adapt to new educational challenges and play an active part in the educational journey of St Martins School • The passionate belief and determination that all students are capable of success 	
Knowledge and understanding	<ul style="list-style-type: none"> • Good subject knowledge of English to GCSE standard • Good understanding of teaching and assessment methodology • Good knowledge and understanding of recent curriculum developments in English • Experience of tracking, mentoring and intervention strategies that impact on achievement 	
Skills and Abilities (relevant to post)	<ul style="list-style-type: none"> • The ability to motivate and inspire students of all abilities to achieve the very best of which they are capable • The ability to use data to identify trends/target students and take appropriate action • The ability to plan and deliver exciting lessons at each school phase 	

	<ul style="list-style-type: none"> • The ability to work successfully with colleagues from other English disciplines and the wider 'through school' team • The insight and understanding to be an effective tutor • Excellent ICT skills and administrative skills 	
Personal Qualities	<ul style="list-style-type: none"> • A determined optimism that every student can succeed • The warmth and conviction to help students believe in themselves • The strength of purpose to insist on high standards of work and behaviour • Ability to bring to the role, initiative, enthusiasm and commitment • Flexibility and reliability • Resilience to keep going when the going gets tough • A sense of humour and proportion 	
Special Conditions	<ul style="list-style-type: none"> • Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check 	

Additional Information about St Martin's School

Despite the fact that North West Shropshire is a rural area, our school has excellent road links and is easily accessible to many towns and cities. Some staff live in the surrounding countryside while others take advantage of the fact that historic urban areas such as Shrewsbury, Wrexham and Chester are in comfortable commuting distance. Oswestry, a thriving market town, is five miles from the school. The area offers a wide variety of attractive housing at prices which compare favourably with other parts of the country.

The school has undergone a transformation over the last few years. Next year we are excited to open our new purpose built technology block and we continue to plan for our new recreation centre, including a 3G football pitch and community fields

We work in collaboration with two of the most successful schools in the country. Firstly, The Priory School, our academy partner, and we also continue to work with Moreton Hall School, the leading non- selective school in the country. We are delivering a community curriculum across all our feeder schools, which supports KS2 teaching with exciting projects taught by secondary subject specialists. This work is in addition to the 'cross phase' teaching that already takes place within our school, which enables:

- Sharing examples of good pedagogy between phases
- Enhancing continuity between the phases
- Developing an all through school ethos

What We Offer

In addition to exclusive access to a reward and discount scheme, comprehensive induction, commitment to your ongoing training and career progression, paid for enhanced DBS, we also offer:

- A competitive salary
- Access to the Trust's Employee Assistance Programme, which includes 24 hour access for you and your family members to legal, financial, health, parenting and life advice
- 1:1 Counselling Service
- Cycle to Work Scheme
- Childcare Voucher Scheme or Tax-Free Childcare Scheme
- Access to freshly made hot meals or deli-style food on site
- Teachers Pensions (23.68% employer contributions)
- Local Government Pension Scheme (17.9% employer contribution)
- Generous Sickness Payment Scheme
- Eye Testing Scheme
- Flexible Working Policy
- Special Leave Policy
- Member of the Valued Worker Scheme (accredited by our recognised unions)
- A Disability Confident Committed Employer
- Continuous Professional Development (CPD)
- Collaborative working culture and professional development opportunities across our Trust schools

Application & Appointment Process

An application form is available to download from the school website www.stmartins3-16.org/school-information/job-vacancies/

Please send completed applications to clare.ellis@stm.318education.co.uk

Interviews will be offered to those applicants who best demonstrate how their skills, abilities and experience match the person specification, taking into consideration the job description.

Closing date for applications: 3 p.m. on Monday, 22nd May 2023

Interviews will be held on Thursday, 25th May 2023

Please note:

- We do not accept CV's in support of an application.
- Paper applications will only be accepted in exceptional circumstances, please make contact with the school to arrange this.
- Appointments will be subject to clearance in respect of medical fitness, satisfactory references, right to work in the UK and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders act 1974 and as such the applicant who is appointed to this post will be subject to an Enhanced Disclosure before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once appointed, the successful applicant may also be required to apply for an Enhanced Disclosure at intervals during the course of their employment whilst in this post.

If invited for interview, **you are required to bring evidence of your qualifications and appropriate documents to initiate the DBS application process** should you be the successful candidate.

The 3-18 Education Trust is committed to safeguarding and promoting the welfare of children and young people, as such this post requires acknowledgement and understanding of safeguarding and child protection policies. Policies can be found on the school website [Policies \(stmartins3-16.org\)](http://www.stmartins3-16.org).