



Teacher of English

Candidate information pack

Spring 2022

Dear candidate,

Thank you for taking the time to find out more about UTC Swindon and the possibility of joining our amazing community! Included in this information pack is information about the school and the role of Teacher of English.

This is an exciting opportunity to build on our current strengths in this essential subject and to inspire and lead students to further successes and career progression, delivering our vision of “**Transforming lives through learning.**”

We are proud of our consistent record of 100% of students being able to secure high quality destinations after their time with us in apprenticeships, higher education and employment.

As Teacher of English, you will provide opportunities for outstanding teaching and learning through your inspiration, to ensure continued high-quality outcomes for students. You will be joining an excellent staff team, both within UTCS and across Activate Learning Education Trust and will be supported to fulfil your potential.

You will be joining an exceptional English team that has made a considerable difference in inspiring change and improving life chances, in a subject in which our students are generally less confident. Such is the transformation of our students’ enjoyment in English, that we have recently offered A Level English – the only non-STEM Level 3 qualification at UTC Swindon!

We work closely with partner employers and you will contribute to supporting activities and projects with these organisations in order to bridge the gaps between education and employment.

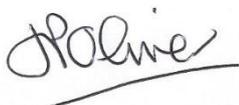
If working in a more flexibly-minded and forward-looking school environment appeals to you, I would encourage you to make an application and see what we have to offer.

To apply, please complete the application form ([click here](#)) and return to Deb Lee, Admin Manager (dlee@utcswindon.co.uk), by **4pm on Wednesday 10th August 2022.**

For an informal conversation about the role, please contact me (joliver@utcswindon.co.uk) or by phone (01793 207921).

I look forward to meeting you.

Yours sincerely,



Jon Oliver
Principal

Job Description: Teacher of English

Reports to:	Subject Lead of English
Start date:	September 2022
Salary:	Teacher Main Scale (£25713 – £36961)
Contract:	Full-time (Permanent)

The role

As a Teacher of English, you will:

- Support the strategic development of the English, delivering high quality lessons in KS4 and KS5 qualifications
- Be responsible for day-to-day operations of your classes in the English department
- To work closely with staff, parents/carers and other agencies
- Fulfil the professional responsibilities of a teacher

Key duties and responsibilities

Strategic purpose

- Undertake the duties of a teacher as outlined in the Teachers' Standards [document](#)

Operational responsibilities

- Plan work in accordance with departmental schemes of work and national curriculum programmes of study
- Establish a purposeful working atmosphere during all learning activities
- Take account of students' prior levels of attainment and use them to set future targets
- Set appropriate and challenging work for all students
- Maintain good discipline by following the school's student Behaviour for Learning policies and procedures
- Support the learning for students with special educational needs and other vulnerable groups students
- Support students' literacy development within the subject area
- Set work as required for absent students
- Carry out assessment programmes, as agreed by the school, or department.
- Complete student reports in line with school policy
- Attend Academic Review meetings as required and keep parents/carers informed

about their child's performance and future targets

- Work with our employer engagement leads to innovate through project-based learning initiatives with industry partners
- Enable every student to become a successful independent learner in English

Person Specification: Teacher of English

Qualifications	<ul style="list-style-type: none">• Qualified teacher status• Degree• Professional qualifications associated with English
Experience	<ul style="list-style-type: none">• English secondary school teaching experience of KS4 and KS5 (14-19 year olds)• Recent working in a curriculum team and achieving successful outcomes for students• Involvement in self-evaluation and development planning within a department
Skills and knowledge	<ul style="list-style-type: none">• Understanding and application of core English skills• A record of good teaching• Excellent communication skills• Ability to motivate students and raise achievement• Effective planning to support the use a variety of teaching styles and techniques• Sound classroom management skills• Ability to relate effectively to all stakeholders
Personal qualities	<ul style="list-style-type: none">• Suitable to work with children and vulnerable young people• To have a passion for English• To have a passion for learning and personal development• To enjoy working and inspiring young people• To have high expectations of self and others• To be flexible, resilient, work effectively under pressure and meet deadlines• To be confident• To have empathy, humility and a sense of humour• Capable of working independently and as part of a team

Other

This post is subject to an enhanced Disclosure and Barring Service (DBS) check.



English at UTC Swindon

In this ever-changing world, and with the challenges of ensuring that our young people can make confident career progression, we believe that it is essential for our students to gain qualifications and experiences that will enable them to contribute to the UK's future economic development. Opportunities to work in the STEM sector are growing and specialist areas such as AI, VR and robotics, are exciting career destinations that employers struggle to recruit into. UTC students are extremely well-placed to secure these highly competitive positions, as long as they are able to apply the core skills they have developed in English.

However, we are also keen to encourage our students onto other career paths, where they can extend their interests that have developed through the English curriculum. This has been particularly evident in adding A Level English to our curriculum offer, to complement our technical studies.

All students in KS4 study the **AQA English Language and Literature** qualifications. At KS5, students are increasingly adding **A Level English Language/Literature** to their Level 3 technical subjects in order to broaden their academic skills.





Being part of the Activate Learning Education Trust network

Activate Learning Education Trust (ALET) is a Multi-Academy Trust (MAT) established by Activate Learning in 2015.

We **transform lives through learning** by providing exciting and innovative education for young people by looking at how we learn as well as what we learn.

Activate Learning is the sponsor for Activate Learning Education Trust, which is run with the support of a number of industry and academic partners.

OUR VISION: “Transforming lives through learning.”

OUR MISSION: *To ‘transform lives through learning’ by igniting confidence, expanding opportunities, energising the community and generating prosperity. Through [our Learning Philosophy](#) and core values of empowerment, enterprise, connectedness and transformation, we will provide our students and staff with a safe and supportive environment in which to thrive and become independent learners.*

OUR VALUES: Empowerment, enterprise, connectedness and transformation

UTC Swindon Core Values

We endeavour to uphold and celebrate our core values at all times, in influencing our actions as a thriving community. These were developed through discussions with key stakeholders and are central to the way we work.

Consequently, we expect all members of our community to be **Respectful, Organised, Constructive** and **Kind** to others.



We know that great schools need great teachers, which is why we offer you the very best training and support at every stage of your career - from starting out as a trainee to running your own school.

In addition, all ALET staff benefit from access to the **Employee Assistance Programme (EAP)** to support their professional and personal well-being and we have created a culture that is much more flexible than most traditional schools. We have additional Wellness Days that are outside of the standard five INSET days, as well offering staff up to two further personal well-being days, should they be required.



ALET Safe Recruitment Procedure

We are committed to safeguarding and promoting the welfare of children and young people in our school. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

Reference checking

References from the previous and current employer will be taken up for shortlisted candidates, and where necessary employers may be contacted to gather further information.

Probation

All new staff will be subject to a probation period of twelve months (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides us with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with students and our community.
