

Recruitment Pack



Second in English



St. Crispin's School is part of The Circle Trust, company number 11031096
Registered at St. Crispin's School, Wokingham, Berkshire, RG40 1SS Tel: 0118 978 1144

St. Crispin's School is an academy and part of The Circle Trust, a charitable company limited by guarantee registered in England and Wales, company number 11031096, registered at The Circle Trust, London Road, Wokingham, Berkshire, RG40 1SS. Tel: 0118 332 0011 www.thecircletrust.co.uk





Second in English

St. Crispin's School

Headteacher:

Ginny Rhodes

NOR 1274, 11-18

Mixed Comprehensive, London Road, Wokingham, Berkshire RG40 1SS

Tel: 0118 978 1144

www.crispins.co.uk

Full-time for September 2022, Main Pay scale + TLR 2.2 Permanent

A rare opportunity for career development in a popular, growing school

As a dedicated, ambitious teacher, you want to enjoy coming to work, be supported and valued. At St. Crispin's you will be part of a happy, friendly team. We are a high-attaining school with student behaviour that is described as exemplary.

As a result of a significant increase in student numbers and growth in our popular school, a rare opportunity for an enthusiastic English practitioner to develop their career and support the Head of Department in developing and leading the English team has arisen. You will champion high standards of teaching and learning and support the wellbeing of staff and students.

Our ethos of "Excellence for All" encapsulates our commitment to do the very best for both students and staff. If you are looking for a vibrant learning environment with many opportunities to maximise your potential, be motivated and inspired, we would love to hear from you.

Visits to the school highly recommended!

Apply now: www.crispins.co.uk/vacancies

To find out more contact Mel Knight, PA to Headteacher - 0118 978 1144
knightm@crispins.co.uk

Closing date: 9 am, Monday 24th January

Interviews: Friday 28th January

For more information: Mel Knight on 0118 978 1144 or email: knightm@crispins.co.uk

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance and satisfactory employment references.





Job Description

Salary The Circle Trust MPS + TLR 2.2

Aim and main purpose of the job:

To support, the Head of Department in developing and leading a team ensuring high standards of teaching and learning and supporting the wellbeing of staff and students.

Main Accountabilities

1. To Deputise for the Head of Department in their absence
2. Under the direction of the Head of Department, monitor and evaluate the pupil progress targets in KS3, KS4 and post 16 public examinations to make a measurable contribution to whole school targets.
3. To support curriculum development to ensure the delivery of an appropriate, comprehensive, high quality and cost effective curriculum programme.
4. To support in the creation of a subject development plan which contributes positively to the achievement of the school development plan
5. To support in all raising achievement strategies
6. To assist the Head of Department in the annual review of the standards of leadership, teaching and learning in the subject area, consistent with the procedures in the school self-evaluation policy
7. To support the Head of Department in ensuring all subject staff understand, and are actively implementing, the key aspects of the school's behaviour and inclusion policies
8. To act as a role model and a leader in own high-quality teaching, continuous professional development and professional presence in the department
9. To adhere to and contribute to the development of whole school strategic planning and policies
10. To carry out tasks as reasonably required by the Headteacher.

Specific Accountabilities

- To be determined through discussion with the post holder with the Head of Department.

Details of Line Management

- This post is line managed by the Head of English.
- The role supports the Head of Department in line managing all teachers who teach in the subject area and direct the day-to-day work of support staff who support in the subject area. This post holder will be a Performance Management Reviewer of a number of staff.

Notes

Whilst every effort has been made to explain the accountabilities of this post, each individual task undertaken may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job, which are commensurate with the salary and job title.





English Department Information

1. Introduction and welcome by Head of Department including departmental vision

The English Department is an enthusiastic, forward thinking and cohesive team. We are committed to raising standards. Staff enjoy working together and sharing ideas. Support is always readily available. There are many opportunities for personal and professional development within the department.

We are keen to adopt new ideas and pedagogies - for example, we currently use a number of strategies for raising achievement and resources provided by the PiXL group (Partners in Excellence). We believe that it is important to give the best possible support to students in our care. Examination results are consistently above the national averages at all key stages. We are proud of our achievements to date and believe we have the ability to become an 'outstanding' department.

2. Curriculum overview

Over a two-week timetable the following allocation is given:

Year 7 -	6 periods (= 6 hours)
Year 8 -	6 periods
Year 9 -	6 periods
Year 10 -	8 periods
Year 11 -	7 periods
Year 12 -	8 periods
Year 13 -	8 periods

Our curriculum aims to provide students with the 'best that has been thought and said' acknowledging that the study of English is empowering. At all Key Stages, the revision of schemes of work is an ongoing process to ensure that they both support and challenge the students' learning. We have also ensured that schemes of work at KS3 and KS4 link closely to the GCSE assessment objectives. The schemes of work are also designed to fulfil the requirements of the reformed National Curriculum. At Key Stage 3, students are set on entry using Key Stage 2 data (when available), CATS tests, Accelerated Reader scores and class assessments. Sets are reviewed regularly. At Key Stage 4, the department follows the AQA GCSE 8700 specification for English Language and 8702 specification for English Literature. Students are set according to their ability. We have the luxury of a full-time Intervention Assistant for those students who need a little extra support. At Key Stage 5, the department follows the following reformed specifications: AQA B 7717 English Literature, reformed AQA B 7707 English Language and Literature and AQA Media Studies 7572.

To supplement normal classroom teaching, theatre trips, public speaking and visiting drama groups are used.

3. Exam performance

Students have historically performed well at both KS4 and KS5 in all subject disciplines. We are pleased that for the past two years, teacher assessed grades have continued to build upon this high performance.



4. Resources and rooming

The department currently has a suite of 8 dedicated rooms, Head of Department office, department office, department social area/kitchen and good storage facilities. Access to ICT is available. All rooms have ceiling mounted projectors, ceiling speakers and internet access. Two rooms have interactive whiteboards. Laptops are available for individual student use. We regularly update stock and have a good range of textbooks, class novels, plays, DVDs and other resources.

5. Other information

The department works closely with the school library. Students have fortnightly library lessons, undertake private reading as part of their personal study and are encouraged to borrow books regularly. They complete regular Accelerated Reader quizzes. The department currently has a Reading Group, run by Year 12 students. We enter annually a Year 9 team for the National Mock Trial competition.





About us

St. Crispin's is a mixed comprehensive secondary school. We offer students of all abilities and interests the opportunity to be the best they can be. Ofsted describe us as a good school with outstanding leadership and exemplary student behaviour.

We believe in promoting excellence, while providing an atmosphere in which our students can learn, enjoy, grow and show support to others. We have a strong focus on the basics: excellent learning and teaching, a safe disciplined environment and an ethos, which promotes the highest aspirations. Good qualifications are the key to a young person's future success and for this reason, they are our main priority. Nevertheless, developing young people to become well rounded, articulate, confident and happy is of equal importance.

We have a team of committed staff that provides support, challenge and expertise, enabling every student to achieve.

On 1st February 2018, St. Crispin's converted to an academy and became part of www.thecircletrust.co.uk.

Our trust was created to serve the local area and be geographically committed to surrounding counties. It was borne out of a desire that all children and young people have an excellent well-rounded education and flourish in first-rate schools where the best teaching, the best facilities and the most up-to-date resources are made available to them.



Policy Statement

To view our Recruitment Privacy Policy please see link below:

[St Crispin's School Recruitment Privacy Policy](#)

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