# The English Department

The English Department at The Leys is a well-established and stimulating environment in which to work. There is a strong academic ethos allied to a vibrancy of approach and teachers aim to communicate a love of the subject, in addition to fulfilling the demands of the specifications. Colleagues are highly qualified, professional, and very supportive of one another. The Department celebrates the literary interests of pupils and colleagues alike and the schemes of work we follow allow for independence and creativity in delivering the course.

The English Department is housed on the first two floors of the Queen’s Building. The Department’s facilities are excellent: each classroom is fully equipped with brand new AV systems that complement the use of iPads, allowing for interactive teaching and the use of digital innovation. The Department is well resourced with books and audio-visual resources. There is a spacious English Office where each colleague has a desk; this shared environment enables collaboration and community which are very important to the identity of the department. In addition, there is a Sixth Form Critical Library where A-level pupils can research, work or locate useful books to borrow.

The working atmosphere is positive and enjoyable which manifests in both the classroom and in the extra-curricular activities run by the Department. These range from the reading group, ‘Speaking Volumes’; the A-level English Extension group for Oxbridge applicants; pupil participation in a range of competitions (both creative and analytical, internal and external); writing for the school magazines; numerous theatre trips to Cambridge and London as well as visits to sites of literary interest. The Department has welcomed several specialists to deliver programmes of study to pupils of all age groups and we have been visited by touring theatre companies, the Shakespeare Birthplace Trust, staff and lecturers from the University of Cambridge and King’s College London and a number of novelists and poets. In recent years, we have made use of our digital provisions and have held remote workshops, lectures, and screened performances alongside live, in-person events. Senior School pupils also benefit from staff ‘in-house’ lectures which ensure that pupils think beyond their examination specifications.

In Years 7-9, pupils follow a broad-based course in three 50-minute periods per week to establish a good foundation of language skills, to read widely and become increasingly analytical in their approach. There are two mixed ability sets in each of Years 7 and 8, and five mixed ability sets in Year 9. Year 10 and 11 pupils work towards IGCSEs in English Language and Literature in four periods a week. The Department teaches the Edexcel IGCSE 4EA1 (English) and 4ET1 (English Literature) specifications. IGCSE classes are organised into mixed ability sets. Although there is a comparatively wide ability range, almost all pupils gain grade 7 and above and in 2023, 70% of pupils achieved grades 7 – 9.

English Literature (OCR) is a successful option for Sixth Formers at A level. In 2023, 100% achieved B grade and above.

The successful candidate must be enthusiastic about engaging pupils of all abilities and introducing them to a wide range of texts and styles of writing. The candidate must enjoy working within a team where a passion for literature, organisational skills and a sense of humour are valued. The department will support ambition and creativity amongst staff and pupils alike.

This position is part-time (equivalent to 0.5 FTE) depending on the candidate’s flexibility across the working week. The job is for the summer term 2024.

**English Department Personnel**

Anna Divito BA, PGCE (Head of Department)

Rebecca Howarth BA, PGCE Currently on Maternity Leave

Andrew Long BA, PGCE (Housemaster, West)

Bertie Beeching MA, PGCE

Jemima Harney BA, PGCE

Isabella Clarke MSt

**Job Description**

In general

* To teach pupils in accordance with the values and ethos of the school and the department
* To create a well-ordered teaching environment in which pupils can thrive and explore their academic potential
* To have a clear knowledge of the individuals in their class and differentiate accordingly. This should mean both their individual learning needs, as well as their individual personality
* To plan lessons clearly and within the departmental scheme of work and to ensure enthusiasm and creativity in the delivery of lessons
* To be a subject expert who regularly updates their knowledge to stay ‘current’ in their subject
* To be willing to embrace digital technologies within the classroom
* To contribute to extra-curricular activities within the department
* To insist upon high levels of behaviour and respect for others in the classroom
* To mark work regularly and promptly, in line with departmental and school marking policies and to keep clear and full records of pupils’ progress
* To apply the necessary health and safety procedures when appropriate
* To contribute to the pastoral care of the pupils, including weekly duties in houses
* To adhere to and maintain School Policies and Procedures
* To take responsibility for safeguarding the pupils
* To bear in mind the Christian ethos that underpins the life of the school community and bring its values into the classroom
* To carry out other associated duties as are reasonably assigned by the Headmaster

**Person Specification**

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| **Criteria** | **Essential** | **Desirable** |
| Qualifications  Knowledge  Experience | Good honours degree in English or related subject  Relevant teaching experience  Ability to teach English to A level/Oxbridge | PGCE, QTS or equivalent teaching qualification  Experience as a tutor/form teacher |
| Skills  Abilities | Excellent teaching skills  Strong communication and inter-personal skills  Ability to motivate and manage pupils  Ability to deal positively and constructively with pupils and colleagues at all levels | Good working knowledge of IT/online teaching platform(s)  Ability to work on your own initiative and as part of a team  Ability to coach a sport or an enthusiasm to help with extra-curricular activities (including day/residential trips |
| Personal Qualities | Capacity to be efficient and organised, flexible and adaptable  Ability to prioritise effectively  The ability to work in a busy environment and meet deadlines  Suitable to work with children | A good sense of humour  Ambition  Creativity |
| Personal Commitment | Candidates should be willing and able to commit themselves actively to support the ethos of the school |  |

These attributes will be identified from your application form, references and interviews.