

# RANELAGH SCHOOL



TEACHER OF ENGLISH  
(Maternity Cover – 1 year)





Dear Colleague

Thank you for your interest in the post of Teacher of English at Ranelagh School. In this letter, we aim to provide you with some further insight into our school and our priorities.

Our school has an excellent reputation at local and national level. The last inspection by Ofsted in 2015 judged us to be outstanding in all areas. This was our fourth outstanding report and, whilst we are very proud of this achievement, we are in no way complacent.

In addition to excellence in terms of academic outcomes, our purpose is to provide a supportive, stimulating and secure environment in which young people can thrive. As such we seek to employ inspirational and energetic staff, committed to the school's ethos. In return, we aim to provide opportunities for continuing professional growth and development for all staff, beginning with a well-established induction programme.

Given that we spend such a significant proportion of our time in the workplace, it is important to take pride and pleasure in what we do here. Teaching and non-teaching staff collaborate well. They are mindful of one another's well-being and there is a strong sense of collective purpose.

If you are interested in learning more about the role, then please do contact me. If you would like to apply please submit your application form available on the website [www.ranelagh.bracknell-forest.sch.uk](http://www.ranelagh.bracknell-forest.sch.uk)

We look forward to hearing from you.

Yours sincerely,

**Beverley Stevens**  
Headteacher

## JOB DESCRIPTION

<b>Job title</b>	<p><b>Subject teacher – English</b></p> <p>We are looking for an enthusiastic candidate who is an outstanding practitioner and is passionate about teaching and learning English. The successful candidate will join a dynamic, strong and supportive team in a highly valued and forward thinking department.</p> <p>This post requires a reflective and ambitious teacher who is well qualified and able to teach across the key stages. The person appointed will be expected to work as part of a team to support the ethos and aims of the school and be prepared to take part in whole school initiatives.</p>
<b>Salary range</b>	MPS
<b>Contract</b>	Full time Fixed Term (1 year)
<b>Accountable to</b>	The post holder will be accountable to the Headteacher and be line managed by, and responsible to, the Curriculum Leader.
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>• To teach English to students in key stages 3 and 4</li> <li>• To ensure high standards of learning and achievement</li> <li>• To ensure effective implementation of school policies and protocols</li> </ul>
<b>Safeguarding</b>	The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates must be willing to undergo screening, including checks with past employers and an Enhanced Disclosure via the Disclosure and Barring Service.

## KEY FUNCTIONS OF THE ROLE

<b>Principal areas of responsibility</b>	<ul style="list-style-type: none"> <li>• To work with colleagues to ensure that teaching, learning and achievement are of the highest possible standard</li> <li>• To support and implement the initiatives agreed by the department and the school</li> <li>• To work with the department in developing relevant schemes of work and programmes of study</li> </ul>
<b>Key tasks</b>	
<b>Teaching and learning</b>	<ul style="list-style-type: none"> <li>• To set and share clear aims, goals and objectives</li> <li>• To plan, deliver, review and evaluate learning experiences with particular regard to continuity and progression</li> <li>• To ensure that a variety of teaching methods and styles are deployed</li> <li>• To ensure that the learning environment in the teaching space is stimulating, well organised, attractive, safe and secure</li> <li>• To ensure that work for students is sufficiently differentiated in order to promote progress, engagement and challenge</li> <li>• To provide effective feedback which promotes high expectations and enables all students to make progress</li> <li>• To ensure that high quality resources are used to support and enhance learning</li> <li>• To ensure that all students have an equal opportunity to succeed</li> </ul>
<b>Assessment, monitoring and reporting</b>	<ul style="list-style-type: none"> <li>• To undertake accurate, relevant and regular assessment, recording and reporting of attainment and achievement which is aligned with department and whole school policy and practice</li> </ul>
<b>Professional training and</b>	<ul style="list-style-type: none"> <li>• To undertake appropriate professional development to support effectiveness in role</li> </ul>

<b>development</b>	
<b>Wider engagement</b>	<ul style="list-style-type: none"> <li>• To contribute to cross-curricular initiatives as appropriate</li> <li>• To make an active contribution to the school/department's programme of curriculum enrichment</li> </ul>
<b>General responsibilities</b>	<ul style="list-style-type: none"> <li>• To undertake the general responsibilities of all staff</li> <li>• To implement the most recent Conditions of Employment issued by the Department for Education</li> <li>• To undertake such activities as can be reasonably expected by the Headteacher or his/her representative</li> </ul>

### PERSON SPECIFICATION

<b>Qualifications</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• Degree in subject related discipline</li> <li>• Qualified Teacher Status</li> </ul> <p>You may also have:</p> <ul style="list-style-type: none"> <li>• Post graduate study in a subject related the relevant curriculum area</li> </ul>
<b>Knowledge and experience</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• excellent subject knowledge</li> <li>• experience of planning, teaching, reviewing and evaluating lessons and sequences of lessons at key stages 3 and 4</li> </ul> <p>You may also have:</p> <ul style="list-style-type: none"> <li>• experience in taking part and assisting in the preparation of extra-curricular visits</li> </ul>
<b>Skills and attributes</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• the ability to recognise and deliver excellent classroom practice</li> <li>• excellent communication skills</li> <li>• high expectations of student learning &amp; behaviour</li> <li>• a commitment to inclusion</li> <li>• the ability to work collaboratively</li> </ul>
<b>Strategic Development</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• a willingness to support initiatives agreed by the department and school</li> <li>• a willingness to engage in professional research and development groups/teaching and learning workshops within the school</li> </ul> <p>You may also have:</p> <ul style="list-style-type: none"> <li>• the ability to make contributions to whole school initiatives</li> </ul>
<b>Teaching and Learning</b>	<p>You will have:</p> <ul style="list-style-type: none"> <li>• the capacity to create an exciting, stimulating and safe learning environment</li> <li>• the ability to use a variety of teaching methods, styles and resources</li> <li>• a commitment to the enrichment curriculum</li> </ul>
<b>Personal</b>	<p>You will be able to:</p> <ul style="list-style-type: none"> <li>• demonstrate a passion for your subject</li> <li>• demonstrate empathy</li> <li>• embrace challenge with enthusiasm and resilience</li> <li>• demonstrate a commitment to team work</li> <li>• manage your time and prioritise tasks effectively</li> </ul>
<b>Values</b>	<p>You will be able to:</p> <ul style="list-style-type: none"> <li>• work within Anglican foundation and ethos of Ranelagh</li> <li>• make an active contribution to a culture of excellence and high expectations</li> <li>• a commitment to your own professional development</li> </ul>
<b>Other</b>	Enhanced DBS Clearance

	(The successful applicant will be DBS checked through the school)
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## ENGLISH DEPARTMENT

### Structure and Staffing

The English department currently consists of 5 full-time colleagues and two part-time teachers. One full-time post is vacant after the Autumn half term to cover a maternity leave. Curriculum responsibilities are shared, giving all colleagues the opportunity to work collaboratively and share good practice.

### Facilities and Resources

The department's accommodation consists of six teaching classrooms. All teaching rooms are fully equipped with interactive whiteboards. The department has easy access to many other facilities in the school such as the reprographics centre, additional computer rooms and other audio-visual equipment. All students in year 7, 8 and 9 have access to the library once a fortnight to carry out reading and library skills projects.

### Curriculum

#### Key Stage 3:

Year 7-9 are taught within mixed ability groups; a typical class consists of 27-30 pupils. The department has designed a programme of study which contains a range of pre and post 1900 novels, plays and poems. Writing and literacy opportunities are taught within units of work and children are assessed for reading, writing and speaking and listening at the end of each term. There is an emphasis on engagement and inspiration through active learning with personalised tasks leading to greater individual independence. This is in line with the Ranelagh Learner Profile.

#### Key Stage 4:

All students are taught within mixed ability groups and all students study both English Language and Literature using the WJEC (Eduqas) Syllabus. GCSE results in 2018 were excellent with 82% achieving Grades 9-4 in English Language and 85% in English Literature. The programme of study at Key Stage 4 enables students to develop reading and writing skills that will prepare them for their examinations at the end of Year 11. Students are regularly assessed throughout the course to check progress.

#### Key Stage 5:

At A Level, students study OCR English Language or Literature with typical class sizes consisting of 7-13 students. Students are taught how to critically analyse texts through teacher-led discussions and collaborative group work. Students are encouraged to work independently and to invest time engaging with wider reading.

### Visits

The department runs theatre visits to enhance the teaching of set plays and students in Year 12 and 13 have opportunities to attend lectures when possible. At Key Stage 3, The Globe Players come into school to perform 'A Christmas Carol' to year 7 and 'Macbeth to Year 8' and 'Romeo and Juliet' to Year 10 to complement the teaching of these three texts.

### The Department's Teaching and Learning Ethos

We believe that effective English teaching uses a range of approaches to support the progress of individual students regardless of learning styles and ability. The department regularly reviews and writes new schemes of work to ensure that teaching methods and material are up-to-date. We also share good examples of teaching practice during meetings. As a department, we seek to foster an enjoyment of reading with our Key Stage 3 Ranelagh Reading scheme; Year 7 book club which is held in the library with the librarian; Year 7 sponsored Readathon and Year 8 and 9 Carnegie book shadow. Furthermore, we encourage creativity by providing opportunity for students to publish their work in the School Magazine; enter competitions and to take part in a lunchtime creative writing club. We also up-date our displays regularly to share examples of excellent work as we feel this encourages high standards and raises self-esteem.

## ETHOS AND AIMS OF RANELAGH SCHOOL

### Ethos

Recognising its historic foundation, the school is committed to preserving and developing its religious character in accordance with the principles of the Church of England and in partnership with churches at parish, deanery and diocesan levels.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its students.

The school aims to provide a supportive, stimulating and secure environment where high standards of learning and personal responsibility are expected and achieved and where every member of the school community is respected and valued.

### Aims

- 1 To provide the environment, stimulus and opportunities which will encourage and enable every individual to discover and fulfil their potential.
- 2 To enable each individual to develop confidence and self-esteem, and to encourage self-reliance, self-discipline and corporate responsibility both in school and in the wider community.
- 3 To develop each student's capacity to take responsibility for his/her own learning and to work constructively as a member of a group or a team.
- 4 To provide opportunities for each student to participate in and enjoy a range of cultural, creative, practical, physical and social activities and to develop their knowledge and skills in these areas. To provide opportunities for moral and spiritual development.
- 5 To ensure that each student leaves school with qualifications and achievements commensurate with his/her ability, with the knowledge, skills, attitudes and values which will provide the confidence to lead a fulfilled and responsible life, and with an awareness that learning is a lifelong process.
- 6 To educate all students through a broad and balanced curriculum which will prepare them effectively for adult life in a multicultural society and an interdependent, changing world

### HOW TO APPLY

Please send a completed application to

Mrs B Stevens, Headteacher  
Ranelagh School,  
Ranelagh Drive, Bracknell RG12 9DA  
[study@ranelagh.bracknell-fprest.sch.uk](mailto:study@ranelagh.bracknell-fprest.sch.uk)

Please note that CVs cannot be accepted