



CHIPPING NORTON
SCHOOL

T: 01608 642007
E: office.4010@chipping-norton.oxon.sch.uk
W: chipping-norton.oxon.sch.uk
Burford Road, Chipping Norton,
Oxfordshire, OX7 5DY

Leadership Team:

Barry Doherty (Headteacher)
Natalie Hancock
Alan Trainer
Daniel Gent
Yvette Armistead
Lisa De Bruyn

May 2022

Dear Applicant

Thank you for your interest in the post of English teacher at Chipping Norton School. The school currently has 960 students on roll, of whom 170 are in the sixth form. The majority of our students are drawn from local and rural feeder schools.

Chipping Norton School is at the heart of our local community, with highly supportive parents and other stakeholders. Our vision is for vibrant and inspirational teaching that raises aspirations, challenges and engages, and prepares every student for life beyond school. Ours is a school where learners are motivated and inspired; where curiosity is sparked; and where we strive to be the best that we can be. We are situated in a large open campus with outstanding facilities, and our buildings are in excellent condition. We also enjoy exceptional sports facilities, both in school and at the leisure centre next door.

We were delighted to be rated as 'Good' at our recent Ofsted inspection with an 'Outstanding' sixth form and our ambition is to achieve excellence in everything we do. Recent academic results position Chipping Norton School among the very best comprehensive schools in the county. We are particularly proud of our ability to develop young people from all backgrounds and help them realise their full potential.

We became an academy in 2012 and joined the River Learning Trust in March 2017 and you will see that the values of Chipping Norton School are very much aligned with those of the Trust.

We are seeking to appoint an inspirational professional in our English department in our pursuit of a great education for the young people in our community. If you believe you have the necessary drive and ability and a successful and sustainable practice, we would like to give you every encouragement to apply. In your one sided letter of application please draw on the specific job requirements, highlighted in the advert, and why you are drawn to this school in particular.

The Leadership team looks forward to working with and supporting the successful applicant.

If you would like to visit the school please contact my PA by telephone on 01608 649500 or by email office@chippingnortonschool.org to arrange this.

Yours sincerely

Mr B Doherty
Headteacher



TEACHER OF ENGLISH

Chipping Norton School *within The River Learning Trust, OX7 5DY*

Permanent and full time post
Salary MPS 1-6 (£25,714 - £36,961)

Main purpose of role

We are seeking an outstanding and innovative teacher of English for September 2022. The successful candidate will be skilled at making students feel engaged and motivated, and will play an important role in contributing to department successes in improving student outcomes. Our new colleague will be joining a dedicated, ambitious and innovative team that has a passion for English and is at the heart of our rural comprehensive school. The post holder will be required to teach across KS3 and KS4 and the post will offer an opportunity to gain the skills and experience in order to make the next career step. The post is open to ECTs. This role includes regulated activity relevant to children.

Skills and experience required

- Has a passion for English who wants to join an aspirational team;
- Skill at making students feel engaged and motivated;
- Has high expectations in all areas of their work and is able to work collaboratively;
- Is committed to strong professional development and continuous learning.

What we can offer

- The chance to be part of an aspirational, busy and successful team;
- The opportunity to be part of a strong and developing school community working in a supportive environment.

Our school is part of the River Learning Trust; our collective vision is to be a Trust where pupils and staff thrive in schools which demonstrate:

- All round education, academic success, lifelong learning and strength of character
- Sustainable continuous improvement; not school standing still
- All schools being good and outstanding, or improving rapidly
- Collaboration that is raising standards, and reducing workload
- Where students, staff, parents and communities value all we do to support the best possible outcomes and experiences for our children and young people

Application details

Application forms and details are available on the TES website or by contacting Morag Robinson (Head's PA) at office@chippingnortonschool.org. The closing date is 23 May 2022 with interviews on 26 May 2022. **All applications must be submitted via the TES website using the following link:**
<https://www.tes.com/jobs/vacancy/teacher-of-english-oxfordshire-1627198>

Teachers uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside of school, by: not undermining fundamental British values including democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.

The River Learning Trust and Chipping Norton School are committed to safeguarding and promoting the welfare of all children and preventing extremism. All staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be subject to an enhanced DBS check. Employment will also be conditional on the receipt of at least two acceptable references (one from current/latest employer) and evidence of the formal qualifications required for the role. The River Learning Trust is an equal opportunities employer and we welcome applications from a range of backgrounds to represent diversity in line with our schools' community. It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children. You should contact the school if you are unsure if this role includes regulated activity relevant to children. For all RLT Safer Recruitment Documentation candidates should click on the following link [RLT Safer Recruitment Documents for Candidates](#)



CHIPPING NORTON SCHOOL

JOB DESCRIPTION

Teacher

Job Title	Teacher	
Reporting To:	Head of English Department	
Line Management:	Not applicable	
Salary Grade: MPS/UPS	Hours per week: 32.5	Working weeks per year: 52

JOB PURPOSE:

- To support the aims and ethos of the school
- To deliver high quality teaching and learning in accordance with school and department policies and procedures
- To support the school's responsibilities to provide opportunities for the academic and personal development of students.

Key responsibilities

- To raise standards of student achievement
- To develop confidence and competence in teaching your subject/subjects
- To carefully monitor the progress of students as both teacher and tutor

Principal responsibility areas

A TEACHING AND LEARNING

- Plan teaching of well-structured lessons in accordance with the schemes of work and exam specifications to ensure that the needs of all students are met
- Liaise with relevant colleagues to secure good practice in teaching (including Learning Support team)
- Keep subject knowledge and pedagogy up to date and contribute effectively to the development of schemes of work, examination entries and new course developments
- Attend department and other meetings as appropriate and directed
- Set sufficient and meaningful work in case of your own, or student, absence

B ACHIEVEMENT AND STANDARDS

- Set challenging targets for students based on effective use of data
- Monitor student learning and progress through careful assessment and regular analysis of data
- Ensure high standards of behaviour for learning and manage inappropriate behaviour according to school policy

- Regularly mark work according to school policy and provide feedback related to target levels and grades that enable students to make progress
- Review attainment and progress as required in order to report as part of the assessment and reporting cycle

C PERSONAL DEVELOPMENT AND WELL-BEING

- Ensure students understand progression in the subject and its place in the wider world
- Develop opportunities for students to extend their learning through extra-curricular opportunities

D LEADERSHIP AND MANAGEMENT

- Lead by example, creating a positive ethos and modelling high standards of professional behaviour and dress
- Uphold the school's policies and procedures, especially those related to teaching, learning and behaviour
- Lead your own professional development and actively participate in activities related to effective appraisal
- Undertake school lesson observation as part of department and school observation schedules
- Promote and model good relationships with students, parents and staff and seek their views as part of self-evaluation
- Support the social, personal, spiritual and cultural well-being of students as an effective tutor
- Supervise students outside of lessons, during lesson change over and during breaks according to policy and best practice
- Attend and contribute to parents' evenings, staff meetings, open evenings or as otherwise directed
- In your teaching spaces implement school policies and procedures related to Health and Safety. Report all Health and Safety issues and defects to your Head of Department. Be fully familiar with emergency evacuation plans and potentially hazardous resources or activities

GENERAL DUTIES

- You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation

NOTES

- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

IN ADDITION:

The post holder will be required to:

- Adhere to the school's Equal Opportunities policy in all activities, and to actively promote equality of opportunity wherever possible
- Work in accordance with the Data Protection Act.
- Provide a healthy and comfortable working environment, smoking is strictly prohibited.
- This Job Description is not necessarily a comprehensive definition of the post and duties may be varied to meet the changing demands of the school. It will be reviewed at intervals and it may be subject to modification or amendment at any time after consultation with the holder of the post.
- This job description should be read in conjunction with the current School Teachers' Pay and Conditions document and the provisions of that document will apply to the post holder
- The performance of all the duties and responsibilities shown above will be under the reasonable direction of the Headteacher; and the Headteacher or other Senior Leader if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable

workload and sufficient support to carry out the duties of the post. This job description will be reviewed by-annually and any changes will be subject to consultation.

SAFER RECRUITMENT STATEMENT

This post is classified as having substantial access to children and appointment is subject to an enhanced police check of previous criminal convictions (CRB). 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 from employment – this will depend upon the nature of the offense(s) and when they were committed/recorded.

Signed
(Employee)

Dated

Signed
(Line Manager)

Dated

Job Description updated February 2022

PERSON SPECIFICATION

TEACHER

A	ELIGIBILITY, TRAINING AND QUALIFICATIONS	Essential (E) or Desirable (D)	A*	I**	R**
1	Enhanced DBS	E			
2	Qualified Teacher Status	E			
3	Classroom teaching at Key Stages 3 and 4	E			
4	Sixth form teaching	D			
B	TEACHING AND LEARNING LEADERSHIP	Essential (E) or Desirable (D)	A*	I**	R**
1	Commitment to raising standards across a key stage	E			
2	Willingness to learn, develop and share skills	E			
3	High expectations of all pupils	E			
4	Ability to create an effective learning environment for all students	E			
5	Evidence of successful lesson planning and delivery	D			
C	PROFESSIONAL KNOWLEDGE AND UNDERSTANDING	Essential (E) or Desirable (D)	A*	I**	R**
1	Knowledge of effective teaching and learning styles and assessment methods	E			
2	Thorough knowledge of subject area	E			
3	Good ICT skills	E			
4	Ability to use and understand assessment data	D			
5	Familiarity with assessment and marking framework	D			
D	PERSONAL SKILLS AND ATTRIBUTES	Essential (E) or Desirable (D)	A*	I**	R**
1	Ability to establish good working relationships with colleagues	E			
2	Ability to work in a team	E			
3	Good time management	E			
4	Good communication skills	E			
5	Evidence of innovative practice	D			
E	PERSONAL ATTRIBUTES	Essential (E) or Desirable (D)	A*	I**	R**
1	High expectations of students and colleagues	E			
2	Enthusiasm and commitment	E			
3	A sense of humour	E			
4	Open-mindedness	E			
5	A forward thinking approach	E			
6	Potential for promotion	D			
7	Charismatic	D			

* Assessed via the application form

**Assessed via an interview and presentation

***Assessed via references



Our department

The English department at CNS is a vibrant, communicative and enthusiastic group of six teachers with a dedicated Curriculum LSA to support our students. Collaboration and consistency are at the heart of the department, and all schemes of work for all key stages are well resourced and shared centrally. The department runs a successful debating extra-curricular club, and we are looking to expand our extra-curricular offer going forward.

Our Ethos

We aim to give our students the very best experience of English and this is reflected in the high expectations that permeate everything that we do. In the most recent Ofsted Inspection, it was noted that “in English pupils read and analyse a wide range of challenging texts, responding to them with insight and sensitivity. Pupils’ writing is of a high quality.” Our goal for all our students is that they experience success through hard work and challenge, praise and support.

Our Curriculum

Our KS3 curriculum is academic and challenging, laying secure foundations for the demands of GCSE. We have also designed our curriculum to reflect a range of diverse voices and perspectives, broadening our students’ experiences of the world around them.

Students are taught in mixed ability groups in Years 7, 8 and 9. Our whole-school pedagogical ethos of High TEMP teaching focuses on well-designed tasks, expert explanations, thorough and frequent modelling, and highly structured periods of practice; all of these strands of excellent teaching and learning help support and stretch students in a mixed-ability environment.

There is a strong focus on reading within the department, and all KS3 lessons begin with 10mins of silent reading. Pupils across KS3 take part in the Accelerated Reader scheme to track and encourage their independent reading. With this focus we aim to create highly-literate readers in KS3, and foster a life-long love of reading.

High expectations of engagement, behaviour and output are hallmarks of our mixed-ability teaching at KS4. The AQA syllabus is taught for both English Literature and Language, with both subjects taught in an interleaved structure throughout KS4.

At A level the department follows the AQA syllabus for Literature and Language, and AQA Spec B is followed for Literature. We have consistently achieved good to outstanding ALPs grades in both of our A-Levels over the last four years.

The Right Candidate

We seek an individual who will inspire in students a commitment to being the best writers, readers, thinkers and debaters that they can be. You will be committed to securing the best possible outcomes for your students, and supportive of a collaborative and consistent whole-school and departmental pedagogical approach.

Informal visits to the school are welcome; please telephone to make an appointment to be shown around.