



English Teacher (part-time, fixed term)

Purpose of the job:

A teacher of Leicester Grammar School Trust contributes to the well-being and development of the school by supervising, guiding and caring for pupils inside and outside the classroom. Teachers are responsible to the appropriate Head of Department, and expected to:

- teach within the agreed departmental scheme of work and follow agreed whole school policies on such matters as reports, marking and assessing and monitoring pupils' work and progress
- attend departmental meetings and INSET days, as well as whole school Staff Meetings as indicated by the Headmaster
- exercise proper care of rooms and equipment and follow the school's policy on Health and Safety matters
- While the first priority of a subject teacher is the teaching of their subject specialism including preparation, marking, assessing and evaluation of the success or failure of any period of teaching - it is expected that a subject teacher will:
- attempt to improve qualifications and expertise and keep up-to-date with subject material and exam requirements, as is necessary and practicable
- participate in the various co-curricular activities offered at Leicester Grammar School as his/her interests allow
- become involved in the Tutor, Pastoral and House systems currently in operation in the school.

Key Responsibilities

- Plan, deliver and assess appropriate lessons which ensure that the potential of all pupils is fulfilled.



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Registered Office: London Road, Great Glen, Leicestershire LE8 9FL
Telephone: 0116 259 1900 www.leicestergrammar.org.uk

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- Contribute positively and accept delegation, with department colleagues, to the production, implementation and evaluation of department Schemes of Work and resources.
- Encourage pupils by regular marking, advising constructively by using targets and giving appropriate praise
- Be aware of individual pupils' needs, whether they are academic or social, and liaise with pastoral and well-being team where necessary
- Perform the role of Form Tutor and deliver Personal Social and Health Education.
- Monitor assessment through use of data and target setting, and to maintain records of assessments of the students and levels of attainment as laid out in the National Curriculum, where appropriate
- Ensure equality of pupils regardless of ability, age, class, culture, disability, faith, gender, race or sexual identity
- Promote high standards for all pupils and maintaining high expectations both in and out of lessons
- Provide a positive environment where effective teaching and learning can take place and create opportunities for pupils to develop wider skills for later life
- Communicate effectively and be willing to develop and share good practice with colleagues, in meetings and through lesson observations
- Be committed to the demands of a high achieving school, both in the classroom and beyond.
- Remain familiar with national and local initiatives within the subject area and focus on own professional development to the benefit of pupils
- Attend meetings and Parents' Evenings scheduled in the School Calendar
- Ensure that the school's Health and Safety policy is implemented
- Support and contribute to the school's responsibility for safeguarding pupils
- Lead and conduct oneself in an exemplary manner from a child protection point of view.

Additional Duties

- Work in accordance within current safeguarding guidance and legislation
- Use excellent organisational skills and interpersonal and communication skills to manage own workload and build relationships
- Monitor, review and evaluate departmental plans and strategies
- Support the School's well-being approach
- Be committed to Leicester Grammar School Trust's vision and ethos

Person specification

Essential Qualifications, Experience and Skills

- Have a recognised teaching qualification PGCE or equivalent (QTS)
- Be, or have the potential to become, an inspirational teacher of English at GCSE level
- Demonstrate commitment to high academic standards
- Ability to build strong working relationships with pupils, other professionals and parents



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- Ability to communicate effectively and appropriately with a range of audiences, such as pupils, colleagues and parents
- Excellent time management and organisational skills
- Ability to follow instructions, policies and procedures

Desirable Qualifications, Experience and Skills

- Good ICT skills, and the willingness and ability to learn new systems, as required by the post
- Demonstrate commitment to your own professional development
- Have an understanding of the benefits of co-education and be willing and committed to involvement in the pastoral and co-curricular life of a busy and ambitious school community
- Able to demonstrate and promote positive values, attitudes and behaviour with young people
- Understanding of safeguarding

Personal Qualities

- Have an enthusiasm for your subject specialism
- Willingness to work flexibly according to the fluctuating demands of the role
- Model and promote good manners and an understanding of the needs of pupils of all abilities
- Ability to work as part of a team and collaboratively across the school
- Excellent interpersonal skills

Above all, the successful candidate will have an infectious enthusiasm for the value and relevance of English in young people's lives.

Please note this job description outlines the main duties and responsibilities of the position and is designed for the benefit of both the post holder and Leicester Grammar School Trust in understanding the prime functions of the post. It should not be regarded as exclusive nor exhaustive as there may be other duties and requirements associated with and covered by the post.

Original certificates will be required as proof of qualification. All other attributes will be assessed using the contents of the application form, at interview and with professional references.

Hours and Benefits

Start Date	October 2022 or as soon as possible
Working Hours	0.4 – 0.6 teacher, required Tuesday – Thursday
Salary	LGS Stoneygate has its own pay scale
Pension	Teacher Pension Scheme



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Lunch	School lunch is provided during term time
Education	Fee remission for the children of our staff is available at all schools across the Trust.
Car Parking	Free car parking is available at the school site

Application Details

On the role specific page there is an 'Apply now' button which will take you into the online application process.

The closing date for applications is 10 October 2022.

Interviews are currently planned for 11-14 October 2022.

Leicester Grammar School Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Applicants must undergo safer recruitment checks, including checks with past employers, online searches and the Disclosure and Barring Service (DBS). This role involves engaging in regulated activity relevant to children, it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

This role is exempt from the Rehabilitation of Offenders Act 1974 and the Trust is therefore permitted to ask you to declare all convictions and cautions (including those which would normally be considered "spent") in order to assess your suitability to work with children.

If you are successful in being shortlisted for this role, you will be required to provide information about your suitability to work with children by completing a self-declaration form. In this form you will be required to provide details of all spent and unspent convictions and cautions. However, you will not have to disclose a caution or conviction for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

Please refer to the Data Privacy Notice and Annexes on the Policies page of the school's website for the Data Privacy Notice for individuals applying for work within Leicester Grammar School Trust (Annex 3).

Equal Opportunities

The Trust is an equal opportunities employer and is committed to equality of opportunity for all staff.

We welcome applications from all sectors of the community as we aspire to attract staff who reflect the social and cultural diversity of our pupils. We consider the most important factor to be the right skills, abilities and aptitude for the job which will ultimately improve the education and well-being of our pupils. We also encourage applications from staff at all stages of their career.



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Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage / civil partnerships.



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