



BRIDGE ACADEMY

**English - Second in Department
(Key Stage Co-ordinator)
Information Pack**



'At The Bridge Academy, we believe that every child deserves the chance to succeed and we all work hard to make sure that happens'

| Hard Work | Integrity | Kindness |

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Dear Applicant,

Our Academy is an academic, inclusive and inspirational environment where innovative thinking and creativity are encouraged and aspirations are raised.

Our core values of Hard Work, Integrity and Kindness underpin everything that we do, and from the moment our students arrive at The Bridge Academy we ask them to live these values 100% of the time. Our approach of high expectations, rigour and a relentless focus on success means that it is cool to be smart at Bridge and all students work hard to reach their full potential.

Our award-winning building is outstanding. We have state of the art facilities and a wide variety of community groups we work with benefit from this. We value our staff members and we offer a professionally stimulating and supportive working environment. We hold a strong commitment to professional development and our staff enjoy a range of rewards and benefits, as outlined from page 5.

Our sponsors UBS, a leading global financial services firm, has led the establishment of our school from the outset and they continue to support us significantly.

Thank you for your interest in this position and we look forward to receiving your application by **9:00am on Friday 14th October 2022.**

Yours faithfully,



Mr C. Brown
Principal

THE BRIDGE ACADEMY MISSION, VISION AND VALUES

We are an Academy on a mission: to ensure that every student can succeed at a good university or equivalent, thrive in their chosen field and live a great life. This has led us to develop The Bridge Academy values to guide our decision making and set our expectations for both students and staff:

Hard Work

- We do what it takes for as long as it takes.
- We remain positive and never give up.
- We never stop trying to get better.

Integrity

- We do the right thing, even when no-one is watching.
- We are always honest and do not make excuses.
- We take responsibility and do our best every time.

Kindness

- We have high standards because we care.
- We treat others fairly and respectfully.
- Helping a member of our team is helping ourselves.

SAFEGUARDING CHILDREN

The Bridge Academy is committed to safeguarding and promoting the welfare of children. We expect all staff and to share this commitment, therefore all positions will involve a degree of responsibility for the safeguarding and welfare of children.

CVs will not be accepted in place of application forms and references will be sought for applicants at the short-listing stage.

All positions are exempt from the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). At the short-listing stage applicants will need to complete a self-declaration form, providing details of any previous convictions and cautions, including those which would normally be considered "spent", except those that are classed as protected offences.

All appointments will be subject to the necessary safeguarding checks, which include:

- A satisfactory Enhanced DBS check (including a barred list information).
- Additional overseas checks where required.
- A fitness health questionnaire to verify the individual's mental and physical fitness to carry out their work responsibilities.
- Verification of the individual's right to work in the UK and professional qualifications as appropriate.
- A Prohibition Check for teaching staff.
- A section 128 direction check for individuals who will be undertaking management positions.

Please refer to further information on our safeguarding and child protection procedures via the following link: <https://www.bridgeacademy.hackney.sch.uk/Safeguarding/Safeguarding/index.asp>

STAFF REWARDS & BENEFITS

We believe that working at The Bridge Academy is different from working at other Academies - we are always prepared to go the extra mile for our students to succeed. Our Academy has many unique aspects and one of them is the degree to which we care for our staff. A snapshot of some of the particular rewards and benefits are outlined below.

Annual Salaries

We offer competitive salaries including recruitment & retention allowances, in some cases.

Annual Season Ticket Loans

Staff members can apply for an annual season ticket loan where the cost of the season ticket is spread over 10 monthly payments, interest free.

Cycle Scheme and Green Commute Initiative

<http://www.cyclescheme.co.uk>

<https://www.greencommuteinitiative.uk/>

These bike schemes provide staff members with the opportunity to purchase a bike of their choice, tax free. This for most people means a saving of around 32-47% of the total cost. Payment(s) are deducted via payroll over a specific period.

Employee Assistance Programme

The Employee Assistance Programme, offered via UBS is a 24/7 confidential service giving all Bridge Academy employees access to a range of support from lawyers, health and wellbeing professionals, financial and debt specialists and counsellors. This free service can be used to support you with any personal or work-related issues that may be affecting your wellbeing.

Mindfulness Programme

Headspace is a mindfulness programme offered by UBS to all Bridge staff. It is an app-based solution of guided techniques designed to help you find more balance, wind down after a long day and reduce stress levels. It also gives helpful advice on physical exercises and healthy living, improving your sleeping habits and increasing your energy levels overall.

Optical Expenses

A contribution up to the amount of £25 is paid on behalf of the Academy for staff who require an eye tests. A contribution of £60, is also available towards glasses, for staff who frequently use Display Screen Equipment (DSE) and require glasses solely for this use.

Work + Family Space Services (Sponsored by UBS)

This service provides practical support, resources and information to working parents and carers, in order to assist them in juggling the demands of work and family. This includes:

- Backup Care: staff can book nannies, nurseries, childminders and/or adult and eldercare specialists when and where they need them. Staff are eligible to receive 10 free sessions of back up care per year.
- Help for fathers: topical information and Q&A responses looking at work and family from a father's point of view
- Confidential expert advice over the phone for all work and family challenges.
- Access to a range of holiday clubs nationwide, ideal for filling in awkward care gaps during the school holidays.
- Access to blogs, insider guides and webinars which provide guidance on a wide range of topics.

Our Award-Winning Building

The quality of the working environment at The Bridge Academy contributes to the positive working atmosphere. We offer our staff members state of the art facilities & fantastic resources at our stunning canal-side location, just minutes from Haggerston Station and just over a mile from the heart of the City of London. Our facilities include the following:

Art Floor

- 3 designer classrooms
- A Kiln room
- An Art terrace affording views of London landmarks including the Olympic Park, Canary Wharf and the City and the BT Tower

ICT suites

- 3 purpose-built ICT suites, with retractable I-desks
- ICT facilities on all floors within the Academy

Music Facilities

- A large separate and dedicated, fully equipped music area, with three large classrooms and 12 practice rooms
- A separate music media suite, equipped with bespoke Mac desks and music keyboards
- Hi-tech recording studio

Performance Hall

- 370 seat auditorium with bleacher seating and a retracting dividing wall to create spaces on two levels.

- Cinema projection capability, instruments and AV lighting and sound systems.

Sixth Form

- A bespoke Sixth Form block
- Provides both Cisco training and Microsoft in-house

Sports Facilities

- A large sports hall, with a variety of sports resources
- Basketball facilities
- An Off-site Multi User Games Area (MUGA) and two Astroturf football pitches

Pension Scheme Contributions

We pay in a high percentage of monthly contributions for teaching staff (Teachers' Pension Scheme) and Support Staff (Local Government Pension Scheme) members enrolled in these pension schemes.

Relocation Support for Teaching Staff

New appointees joining The Bridge Academy on an annual salary below £30,000 may be eligible for additional support towards relocating to London. Applicants whom wish to be considered, should provide an additional statement with their application form, confirming details of the proposed relocation. Relocation support is not mandatory and the decision to provide support will be based on the applicant meeting a set of criteria.

Social Events: Lively staff social events are organised during the year, to ensure that staff members get the opportunity to unwind and enjoy a well-deserved break from work.

JOB DESCRIPTION

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|-----------------------|--|
| Post: | English - Second in Department - (Key Stage Co-ordinator) |
| Annual Salary: | Main Pay Scale /Upper Pay Scale + TLR2c |
| Reporting to: | Head of Learning Area for English & Media |

Role Profile

The post holder will provide strategic development within the department, assist the Head of Learning Area to ensure excellent outcomes for students in English and ensure that all students are supported and challenged to reach their full potential.

Accountabilities of the role

Strategic Direction and Development of English

- Help to develop, review and implement a long-term strategy for the department.
- Track, monitor and analyse development of students in English.
- Monitor the quality of intervention sessions.
- Standardise marking and assessment of student work at a specific key stage.
- Work with the Head of Learning Area to ensure that the planning and delivery of lessons is of a consistently high standard.
- Self-evaluation in line with Academy guidance.
- Performance manage members of the English Department and evaluate the quality of their work and its impact upon the development, progress and performance of students.
- Mentor ECTs, trainees and support new staff.
- Keep up with research, and use research to inform the English curriculum.

Teaching and Learning

Within the context of the school's aims and policies, to support the Head of Learning Area in developing and implementing policies, plans, targets and practices for English which reflect the school's commitment to high achievement and effective teaching and learning.

- To support the Head of Learning Area to ensure that Teaching and Learning in the department is excellent.

- To assist the Head of Learning Area in securing and sustaining effective teaching of English, evaluating the quality of teaching and standards of students' achievements, and setting targets for improvement.
- Ensure the potential of all students is fulfilled by planning and delivering stimulating and challenging lessons which meet the needs of all learners.
- To monitor and record the progress of students using assessment in accordance with Academy assessment policies.
- To maintain an up-to-date knowledge and understanding of developments within your subject specialism.
- To contribute to and build partnerships with parents, community groups and local organisations.
- To carry out other duties, commensurate with the post, necessary for the smooth running of the department as required by the Head of Learning Area and SLT.

JOB SPECIFICATION

Qualifications and Professional Attributes

- Qualified Teacher Status.
- Relevant specialist qualifications and experience in your subject specialism with the ability to teach up to KS3/4. (KS5 desirable).
- Excellent classroom practitioner.
- Commitment to improving practice through reflection, appropriate professional development and through being open to advice and feedback.
- Evidence of continuing professional development or relevant research.

Professional Knowledge & Understanding

- Evidence of commitment to the principles and policies of equal opportunities.
- Secure knowledge and understanding of a range of Assessment for Learning strategies.
- Secure knowledge and understanding of how to make effective personalised provision for all students, including those for whom ENGLISH is an additional language and students who have special educational needs.

Experience and Skills

- Leadership skills, attributes and professional competence.
- Proven excellence as a classroom practitioner at secondary level across the ability range.
- Proven track record in improving teaching and classroom practice, bringing about specific improvements for the school by constantly striving for excellence.
- Strategies to engage and inspire students.
- Application of ICT in teaching and learning.
- Department development planning.
- Knowledge and understanding of safeguarding children and promoting the welfare of children.
- Analysis and application of data to teaching and learning and to inform planning with a focus on success.
- Experience of developing and sustaining positive relationship with parents, staff and students.
- Decision-making skills - the ability to solve problems.
- Communication skills - the ability to make points clearly and understand the views of others.
- Self-management - the ability to plan time effectively and to organise oneself well.

Personal Qualities

- Energy, enthusiasm, determination and an insistence on high standards.
- A willingness to learn new skills and approaches and to share the experience with others.
- Ability to relate to students, parents and carers, colleagues and other partners.
- A passion for the value your subject can bring to students and a commitment to the ethos of the wider life of the Academy.
- Be able to work under pressure, prioritise and manage time effectively.

Post: English - Second in Department (Key Stage Co-ordinator)
Annual Salary: Main Pay Scale or Upper Pay Scale, Plus TLR2c
Job Start: January - December 2023 (Maternity Cover, however we'll also accept applications from applicants seeking a permanent position)
Location: South Hackney
Contract Type: Maternity Cover/Permanent

'The best school I've ever worked at: the culture, the staff and students, the training, everything!' (staff member)

'I was amazed at what a great atmosphere the school exuded, how well turned out the children were and how polite and bright they all seemed' (visitor)

The Bridge Academy is a truly exceptional school. Our students' progress is consistently excellent for GCSE and A level, and our superb personal development offer means that over the last few years we have been national debating champions, enjoyed a host of sporting successes and won both the Incorporated Society of Musicians Gold Award and the Hackney Mayor's award for music.

Why choose us?

- Excellent student behaviour and highly supportive Senior Leadership Team.
- An achievement-oriented culture where students work hard and it is cool to be smart.
- A warm/strict approach, meaning that our high standards do not come at the expense of inclusion.
- The belief that teaching must be a sustainable profession: clear systems and structures, sensible approach to feedback and no 'late night culture'.

We are seeking to appoint an English - Second in Department who is totally aligned to our values of Hard Work, Integrity and Kindness, and completely committed to our mission: to ensure that every student will succeed at a good university or equivalent, thrive in their chosen field and live a great life.

The English department comprises a team of experienced teachers who are committed to delivering high quality, teaching and learning. The successful candidate will lead and co-ordinate English at a specific key stage, and support the Head of Learning Area to ensure that Teaching and Learning in the department is excellent. The ability to teach up to KS5 is desirable. This is a great opportunity for an experienced teacher who is seeking career progression or a new challenge. If you are a passionate subject specialist who wants to make a profound difference in the lives of our students we would love to hear from you.

This is a maternity cover role from January, however we'll also consider applications from applicants who are seeking a permanent position. Please confirm on your application whether you are interested in both or not.

Our sponsors UBS provide significant support to the Academy, and we also work with a wide variety of community groups to ensure the best for all our students. Our award-winning building is outstanding and is based at our stunning canal-side location, just minutes from Haggerston Station and just over a mile from the heart of the City of London.

To apply for this position, please complete the online application form via TES [here](#). Please ensure that you read our school workforce privacy notice. We encourage applicants from all sectors of the community to apply. **The deadline for applications is: 9:00am on Friday 14th October 2022.**

The Bridge Academy is committed to safeguarding and promoting the welfare of children. We expect all staff to share this commitment. All appointments will be subject to the necessary safeguarding checks, including receipt of a satisfactory Enhanced DBS check with barred list information.