



CANDIDATE INFORMATION PACK

Second in Charge of English



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Dear Applicant,

Our Vision:

“Be the best you can’ this is what we ask of our pupils and staff.

We are committed to providing the very best educational experience for our young people and invite applicants who share this commitment and want to be a part of our success story. We believe in the power of the curriculum and so intentionally have the following at the core of our practice:

- A pragmatic approach to pedagogical practice that reduces teacher workload
- Teaching powerful knowledge rather than parroting the knowledge of the powerful
- CPD which is rooted in the best educational research, often with a foundation in cognitive science

The Academy is on a journey from Good to Great and appointed a new Principal in September 2020 to ensure that this objective is realised. The recruitment of a skilled and enthusiastic **Second in Charge of English** to cover maternity is crucial to the success of this journey.

About You:

- You can motivate and inspire pupils to build on their current achievements
- You have excellent interpersonal skills and a commitment to collaborative working
- You are committed to working in an inner city school and believe that such schools should provide the best possible environment for academic success and personal development
- You have an excellent track record of outstanding teaching across Key Stages 3 to 5
- You are resilient and have a great sense of humour, as you never give up.

About Us:

- We provide a world class education for boys and girls aged 11-19, in a modern state of the art building that opened in September 2010.
- We provide a welcoming, caring and stimulating environment with excellent teaching facilities.
- We have pupils who strive to maximise their achievement and are fully supported by parents who work with us in partnership.
- We have excellent transport links; 5 min walk from the bus stop or 7 min walk from Manor House tube station which serves the Piccadilly Line.
- We have a high-quality teaching staff fully committed to supporting pupil’s academic and personal development.
- We offer excellent opportunities for your own professional development
- We believe qualifications open doors but are only part of the story. All children deserve a full rounded education

Thank you for your interest in our Academy. I look forward to receiving your application.

Shereka James
Principal

SKINNERS' ACADEMY HISTORY

Skinners' Academy, a school in the Woodberry Down (North Hackney) community for boys and girls aged 11-19, provides a world class education in a state-of-the-art building. The Academy opened in 2010 and is supported by the Skinners' Company, who is proud of the Academy being at the heart and hub of the local community.

The Academy provides a learning environment that is inspiring, exciting and motivating for every student. Therefore, with your contribution, we will challenge and support their paths to success.

Our "Be the best you can" ethos is applicable to both students and employees.

OUR MISSION

'Be the best you can'

Our Mission:

The Principal and Governors at Skinners' Academy believe that all children will be the best they can by working in active partnership with the Academy to achieve excellence for themselves and the wider community. The Academy will provide the necessary prerequisite skills, knowledge and experiences for children to ensure they have the opportunities to succeed. Not only will our young people be successful and productive citizens but, they will be a source of influence in the society that they live in, ensuring that they make sustainable and authentic contributions for future generations.

Our Values:

- Be Curious** - We will ask the right questions, learn from others, and look for ways to work smarter.
- Be Cooperative** - We will work in partnership with others to achieve our goals.
- Be Determined** - We will see challenges as obstacles that we can overcome. We will not give up.
- Be Kind** - We will be generous with our time and resources; we will show empathy.
- Be Respectful** - We are committed to upholding the values of equality and inclusion. We will not tolerate prejudice in any form.
- Be Outstanding** - Exceptionally good; this is what we strive for 100% of the time.

Our Specialism:

In our commitment to ensuring that our young people are not only prepared for every step of their learning journey but that they also have the agency to influence their future, we believe that Enterprise forms a crucial role in realising this. As an Academy we will ensure that students understand the skills of Enterprise and that they can use these effectively to carve out their desired futures.

"Enterprise is about motivating young people to learn and excel in their education and to see the relevance of their studies. It is more than the creation of entrepreneurs, it is about a can-do and positive attitude and equipping people with the confidence to develop ambitious career and vocational interests. Enterprise therefore supports the development of a wide range of work and professional skills and capabilities, including resilience, risk taking, creativity and innovation, as well as a self-belief that starting a business is a viable career choice and one of the most exciting and challenging things a person will ever do."

- Lord Young 2014

STAFF REWARDS AND BENEFITS

Annual Salaries

We offer competitive salaries for both Teaching and Support staff, (Inner London Weighting) including recruitment and retention allowances, in some cases.

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.

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.

Staff Wellbeing

Regular guided mindfulness meditation takes place accessed remotely via the Skinners' Academy All Staff Wellbeing Channel in MS Teams.

Regular Wellbeing Audits occur throughout the year, followed by a Wellbeing Action Plan, giving opportunities for staff, students and parents to suggest strategies that would positively impact wellbeing.

We encourage a culture of celebrating each other. 'Staff Shout Outs' can be sent via a link for members of staff to nominate a colleague they particularly want to celebrate each week.

Cycle Scheme

The Cycle Scheme provides staff members with the opportunity to purchase a bike of their choice, tax free. This for most people means a saving of around 32% of the total cost. Payment(s) are deducted via payroll over a term of 12 months.

TechScheme

The Techscheme is powered by Apple and Currys PC World and lets staff members choose from over 5,000 tech products from tablets and televisions, fitness trackers and phones, to games consoles and kitchen appliances. Staff can spread the cost from their salary via a salary sacrifice across 12 months and make a National Insurance saving of up to 12%.

Social Events

The Skinners' Social Committee helps to connect staff during this challenging time by organising lively staff social events to ensure that staff get the opportunity to unwind and enjoy a well-deserved break from work.

JOB DESCRIPTION

Post:	Second in Charge of English
Grade:	Main Pay Scale / Upper Pay Scale + TLR 2b
Responsible to:	Head of English
Responsible for:	Shared responsibility for staff in the English department

Principal Accountabilities:

- 1) Share leadership and development of all aspects of English and Literacy Education within the Academy
- 2) Provide high quality leadership in support of the Head of Department
- 3) Contribute to the leadership capacity of the Academy

Main Activities and Responsibilities

Main duties and responsibilities are indicated here. Other duties at an appropriate level and nature may also be required and will be negotiated.

1. Teaching and Learning

- Teach high-quality and successful lessons to all age groups
- To be a Form Tutor and/or Personal Advisor
- Fulfil all responsibilities of a teacher of English and Literacy
- Ensure pupils' progression is adequately monitored and achievements maximised
- Efficiently address gaps in attainment of underachieving students
- Fulfil the requirements of Academy policies
- Support and develop English and Literacy projects with local primary schools.

2. Leadership and Management Responsibility

- Be responsible for developing the work of specific areas of the department, raising the level of attainment in English and Literacy in accordance with Academy targets and expectations
- Support the Head of Department in line management within the English Department
- Monitor the quality of English and Literacy teaching and learning
- Address underachievement through contributing to Academy strategy, as well as sharing in the development and implementation of Department strategies and approaches.

Standards/ Quality Assurance and Additional Responsibilities

- Ensure that an enterprising approach is adopted by all across the academy.
- Promote the Academy ethos in which the highest achievements are expected from all members of the Academy community.
- Support extended day activities to enhance pupils learning experiences.
- Adhere at all times to professional business standards of dress, courtesy and efficiency, in line with the ethos and specialism of the Academy.
- Attend department and staff meetings.

- Attend and participate in open evenings and parents' evenings.
- Uphold the Academy's behaviour code and uniform regulations
- Be responsible for ensuring subject knowledge is developed and participate in staff training and development.
- Develop links with Governors, LEAs and neighbouring schools/ Academies.

Key Organisational Objectives

The Postholder will contribute to the Academy's objectives in service delivery by:

- Following Health and Safety requirements and initiatives as directed
- Ensuring compliance with Data Protection legislation
- At all times operating within the academy's Equalities policies, demonstrating commitment and contribution to improving standards of attainment
- Adopting Client Care and Quality assurance initiatives
- Fulfilling the role of Student Personal Adviser and /or mentor if required
- Contributing to the maintenance of a caring and stimulating environment for young people

Special Conditions of Service

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview.

This post allows substantial access to children, candidates are required to comply with Academy procedures in relation to DBS checks. If candidates are successful in their application prior to taking up post, they will be required to give written permission to the Academy to ascertain details from the Disclosure and Barring Service (DBS) regarding any convictions against them and, as appropriate the nature of such convictions

Equal Opportunities

The postholder will be expected to carry out all duties in the context of and in compliance with the Academy Equalities Policies.

Person Specification

Job title: Second in Charge of English

	Essential	Desirable
Qualifications		
Educated to Degree level or equivalent	✓	
Qualified Teacher Status	✓	
Experience		
Ability to use IT effectively.	✓	
Use ICT to raise achievement and as a management tool.	✓	
A commitment and understanding of the use of ICT within the curriculum	✓	
Ability to deliver English to KS3, KS4 & KS5	✓	
Collaborative teaching methods and working with colleagues in the preparation, assessment and monitoring of work	✓	
Leadership experience, including managing staff and pupils	✓	
Demonstrable experience of improving student outcomes	✓	
High quality outcomes	✓	
A record of continuous professional and career development	✓	
Experience as a Form Tutor and or/ Pastoral work	✓	
Skills		
Personal		
Must be well organised	✓	
Must be well presented	✓	
Excellent communication and organisational skills	✓	
Ability to work hard under pressure while maintaining a positive, professional attitude	✓	
Ability to organise and prioritise workload and work on own initiative	✓	
Good Interpersonal skills and the ability to work collaboratively	✓	
Excellent creative teaching ability	✓	
Commitment to personal career development		✓
Ability to organise whole school/ Year based activities	✓	
Ability to think and plan strategically and manage change	✓	
Knowledge and Understanding		
Developments in the National Curriculum for English	✓	
Academy's strategic plan and the role to be played by the Science team	✓	
Developing differentiated schemes of work	✓	
Effective strategies for supporting staff to improve teaching and learning	✓	
Equal Opportunities		
Understanding of different social backgrounds of pupils	✓	
Understanding the needs of pupils and the appropriate policies and strategies to support them	✓	
Understand the needs of bilingual pupils	✓	

Second in Charge of English

Salary: Main Pay Scale / Upper Pay Scale + TLR 2b

Required: September 2021

Contract Type: Permanent

Location: North Hackney

We are seeking to appoint an inspirational Second in Charge of English to join our exceptional English department.

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- We have a high-quality teaching staff fully committed to supporting pupil’s academic and personal development.
- We offer excellent opportunities for your own professional development.
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Please note this post allows substantial access to children, therefore the successful candidate will be required to apply for, and hold, an enhanced DBS (Disclosure & Barring Services) certificate. The Academy will arrange this for you prior to you taking up your post.

To apply, please send a completed application form and monitoring form to: recruitment@skinnersacademy.org.uk

Please note that we do not accept CVs.

The closing date for applications is 9am on Monday 10th May 2021

Interviews will be held in w/c 17th May 2021