



St John
Bosco
College

Head of English Candidate Pack

St John Bosco College

St John Bosco College is a Voluntary Aided, 11-18 mixed Catholic comprehensive school, which opened in September 2011 following the merger of two Wandsworth secondary schools on a site in Putney, under the joint trusteeship of the Salesians of Don Bosco and the Archdiocese of Southwark. In October 2015 the school moved to a new, state of the art building in Battersea.

The school has a wide catchment, including Catholic families from both Westminster and Southwark dioceses as well as families from other religious traditions and none. Students attending the school come from over 60 different primary schools and there are currently 540 students on roll, with capacity to significantly increase this number. The roll is now growing demonstrating improving popularity.

The school's distinctive Catholic ethos is based on the traditions of the Salesian teaching order, where each student is encouraged to become a good Christian, an honest citizen, who is known by name and able to earn a living. The commitment to a broad and balanced curriculum centred on the best for the child is reflected both in the curriculum model and also the investment in specialist facilities (such as Design Technology, ASD base) by the Trustees and Governors.

The school is a diverse, harmonious community in which student voice is strongly encouraged. Boys make up 65% of students attending the school. Over 60% of students have English as an additional language (EAL) and over 43 different languages are spoken at home. The school has an above average number of children who have arrived in the country recently and great efforts are made for them to settle quickly and ensure they feel welcomed.

The percentage of students from ethnic minorities at 90% is well above the national average of 28% and the proportion of disadvantaged children is 46% compared to a national figure of 28%. The prior attainment of students on entry to the school is well below the local and national averages. Since the school opened in 2011 the ability of students on entry, every year except one, has been significantly below average. The school has 21% of students with SEN.



Job Profile: Head of English

Purpose: To serve the mission of St John Bosco College by providing high quality Head of Department. To raise standards particularly with regards student achievement; to develop and implement high-quality schemes of work and subject resources to enable excellent teaching to take place in English and to provide pastoral care and spiritual growth opportunities to all students.

Salary: Main Scale or Upper Pay Spine plus TLR 1a

Responsible to: The relevant member of the Leadership Team

Responsibilities

In addition to the duties laid out in the latest edition of the School Teachers Pay and Conditions Document and those detailed in the job profile for “Head of English”, the Head of English will be expected to:

Operational & Strategic Planning

- Lead the implementation of an effective Subject Development Plan
- Maintain subject documentation that supports relevant whole school policies
- Regularly review provision in English to ensure that the curriculum is fit for purpose
- Work with the appropriate line manager, formulate aims, objectives and strategic plans for English provision across the school

Professional Development

- Keep up-to-date with local and national developments and thinking in English pedagogy
- Establish contacts within key organisations for the development of English
- Where appropriate participate in relevant professional networks for the development of English
- Share best practice for raising standards in English with colleagues and provide support and training for colleagues where appropriate

Curriculum Provision & Development

- Monitor and respond to curriculum developments and initiatives at local and national levels
- Ensure that assessment in English is effective and is carried out in line with school policy
- Ensure that daily classroom practice addresses the individual needs of the students

Support and Monitoring

- Ensure professional accountability for students’ progress and attainment English
- Foster good relationships and liaison with parents, carers and others involved in supporting students’ learning
- Maintain accurate and up-to-date information concerning students’ progress and achievement in English and arrange interventions to raise standards where necessary
- Provide Senior Leadership and Governors with relevant information relating to the provision for and progress of students in English

Standards

- Monitor and evaluate the quality of learning and teaching and standards of attainment and performance
- Report regularly to your line manager on standards in English
- Ensure a positive climate for learning and uphold set expectations in English
- Use data analysis to track student performance in English across different groups
- Lead the planning of schemes of work to maximise the learning opportunities of students of all abilities
- Meet the needs of students, including the management of behaviour and its impact on learning
- Conduct lesson observations as a means of sharing best practice and coaching
- Identify training needs of staff in the department.

Resources

- Manage the accommodation to ensure the environment is conducive to learning
- Monitor resources and maintain the curriculum budget for English
- Ensure that curriculum resources are used effectively in English

Performance Management

- Line-manage members of the departmental team and monitor performance
- Set challenging objectives; ensure developments reflect school, departmental and individual needs and aspirations
- Use comparative data to identify individual teacher performance
- Ensure up-to-date knowledge in terms of teaching pedagogy and subject knowledge for staff in the department
- Ensure all statutory requirements are met
- Demonstrate a clear commitment to your own and others' professional development

Safeguarding Children

- To be fully aware of and understanding the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation
- To be fully aware of the requirements as set out in Keeping Children Safe in Education, September 2016
- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role
- To ensure that the Designated Person for Safeguarding is made aware and kept fully informed of any concerns that arise in relation to safeguarding and/or child protection

Person Specification

- Commitment to supporting the distinctive nature of a Catholic school
- Good Honours Degree
- Qualified Teacher status and evidence of excellent teaching
- Recent and relevant professional development
- Willingness to further develop professional skills
- Ability to formulate, articulate and deliver a clear vision for the further development of the department
- Ability to enthuse, inspire and develop staff and students under the school's ethos
- Ability to challenge, motivate and empower staff and students and to raise standards
- Experience in recognising and meeting the needs of staff and students
- Experience of effectively managing and implementing change
- Evidence of leading initiatives effectively and successfully within school
- Ability to manage resources efficiently
- Understanding of and commitment to promoting the educational principles of St John Bosco
- Genuine enjoyment of working with young people
- Understanding of and commitment to inclusion for all
- Commitment to excellence and the ability to lead by example in terms of teaching and learning
- Knowledge and understanding of recent developments in learning and teaching
- Good grasp of new technology and its potential to support learning
- Comprehensive understanding of data and how it can inform practice and enhance learning
- Excellent communication, interpersonal and organisational skills
- Commitment to working as a team player
- Ability to be an effective Form Tutor
- Commitment to supporting and promoting the extra-curricular life of the school
- Boundless enthusiasm and a positive outlook with the capacity to work hard under pressure
- Personal integrity and the drive to do what is best for the students
- Ambition and a commitment to ongoing career development
- Commitment to ensuring that all pupils at St John Bosco College achieve their best



St John
Bosco
College

Parkham Street
Battersea
SW11 3DQ

www.sjbc.wandsworth.sch.uk