


Teacher of English			
 COVENTRY SCHOOL FOUNDATION	Document Number: 1005	Version no: 1	Page Page 1 of 2
Review Date:	26/01/2024		

Job Description

Location	<i>King Henry VIII Senior School</i>
Contract Type	<i>Full Time, permanent</i>
Working hours	<i>5 days a week</i>
Reporting to	<i>Head of Department</i>

School Ethos:

Our intention is to provide our pupils with a superb education. We are proud of our rich heritage and tradition of academic excellence, which stretches back to 1545, but we are also forward-thinking and quick to adapt in a fast-changing world. We aim to discover each pupil's potential and to ensure that we help them develop fully in an exciting, challenging, and supportive environment.


Role Summary

To teach English throughout the Senior School to GCSE and Advanced Level.

Main Duties & Responsibilities

- To plan and teach high quality lessons to support students in making good or outstanding progress.
- To set clear targets for students' learning, building on prior attainment and considering each student as an individual.
- To assess student work and progress giving regular feedback in line with school policy.
- To assist with producing, implementing and reviewing the department's schemes of work in order to provide a well-co-ordinated and differentiated programme of study.
- To report on pupil progress in line with school policy and to ensure that students are thoroughly prepared for examinations.
- To maintain a stimulating, engaging and safe learning environment.
- To attend parent / information evenings and whole school events as required.
- To respond to parental concerns / requests for information in line with school policy.
- To contribute to the wider life of the school, including co-curricular activities whole-school routines and duties.
- To take responsibility for own professional development and engage with professional development activity.
- To be responsible for helping to manage the use of resources and equipment ensuring that good practice is followed according to the school's Health and Safety procedures.
- To proactively manage situations with students using different strategies such as careful listening, sensitive use of humour, praise and recognition where due, utilising the School's reward system.
- To develop and maintain an awareness and understanding of matters relating to the personal, social, health and emotional development of all pupils, sensitively supporting pupils where required.
- To maintain an appropriate level of knowledge and understanding of Child Protection issues and deploying good practice where required to ensure professional obligations on safeguarding the welfare of children are fulfilled.
- To proactively contribute to the pastoral side of the school through tutoring and the teaching of PSHE.



Teacher of English			
 COVENTRY SCHOOL FOUNDATION	Document Number: 1005	Version no: 1	Page Page 2 of 2
Review Date:	26/01/2024		

Personal Specification

Personal Characteristics	Essential/Desirable
Excellent subject knowledge and a sincere enthusiasm for English	E
The ability to teach English to highly able pupils across KS3, GCSE and A Level	E
A talent for motivating and enthusing young learners to achieve their best	E
Kindness and open-mindedness	E
Intellectual curiosity, enthusiasm and a personal ethos of lifelong learning	E
Resilience and optimism; someone who is willing to go the extra mile in the busy life of the school	E
The ability to build positive and constructive relationships with pupils, both as a teacher and form tutor, taking a proactive approach to the wellbeing and mental health of young people	E
Team-working abilities and a keenness to enable all colleagues to contribute ideas and be part of positive change	E
Commitment to the well-being and safeguarding of all students and staff	E
Commitment to diversity, inclusion and anti-racism in the school community	E

