

# Candidate brief

Teacher of English

(from September 2023)



  
Haileybury

**Founded in 1862, Haileybury is a school that is rooted in history and tradition. It is also, an innovative, progressive institution that seeks to provide the best possible education for all of our girls and boys. Haileybury pupils are all known and they are all valued as individual members of our community. We are an outward-facing school and one which is underpinned by values based on service and humility. The international dimension of our school is important; we are a diverse community which strives to be inclusive.**

The **academic provision** at Haileybury seeks to develop learners who are academically ambitious, intellectually curious, imaginative and independent. We want our pupils to acquire the skills, knowledge and understanding that they will need to make the world a better place, and the sense of responsibility and compassion required to do so. We believe in offering our pupils flexibility and choice; they are encouraged to follow their personalised pathways, academic and otherwise. We value the strength of our community and we prioritise the pastoral care and wellbeing of pupils and staff.

The outstanding **co-curricular** offer at Haileybury provides breadth in terms of opportunity, and depth in terms of specialist provision. By supporting our pupils through challenging experiences in the co-curriculum, we believe that our pupils develop character, confidence and a sense of identity. We want our pupils to enjoy their co-curricular experiences and to find fulfilment from developing new skills and achieving goals. We aim to provide an all-round education for all of our pupils.

Haileybury is **hugely ambitious**. We are about to build two state-of-the-art science centres, one for research, the other for general science teaching. As part of our masterplanning process, we are considering our next major capital projects which include a new theatre and a cricket centre. Our financial position is very strong indeed

We place **great emphasis** on playing our part in the wider community. We are the single sponsor of our academy school, Haileybury Turnford. Likewise, we are partner to two Haileybury schools in Kazakhstan, with two new partner schools due to open in Bangladesh and one in Malta in the next two years. All of these partnerships are very important to us.

Haileybury is a **vibrant, progressive and forward-looking school**. We put the interests of our pupils first; we place great emphasis on the importance of improvement and on teamwork. The atmosphere around the School is distinct, it is a very happy place as you will hopefully find when you visit.



# The Role

## The English Department

An opportunity has arisen to join an outstanding English department.

The school is looking for a dynamic and committed teacher to teach from Lower School 1 through to the Upper Sixth. The Lower School pupils (Years 7 and 8) follow a course that introduces them to a wide sweep of English literary history, from *Beowulf* to *Paradise Lost*. In Removes (Year 9) the pupils encounter Shakespeare as well as a bespoke short story unit. Middle School pupils study a range of modern poetry, drama, and prose as part of their Edexcel IGCSE syllabus, whilst the Sixth Form pupils explore a diverse set of texts as part of either the OCR A level course, or the International Baccalaureate.

The English Department is accommodated on the ground floor of the Form Rooms, newly-refurbished in 2021. The classrooms are equipped with Apple TVs, front and back whiteboards, and lie at the heart of the school site.

The department runs an extension group for pupils aspiring to study English at Oxbridge and other top universities. Other opportunities include 'The Poetry Quarter', the department's poetry club which meets weekly, and the twice-yearly Poetry by Heart competition. Students are encouraged to enter an array of national and international writing competitions, including the Tower Poetry Competition, and the BBC 500 words.

## Key responsibilities

- Ensure the best possible academic outcomes for pupils through planning, preparing and delivering courses and lessons to a high standard.
- Assess, mark, record and report on the development, progress and attainment of pupils in line with School and Departmental policy; providing timely and supportive feedback to pupils on their work following the agreed policies in the Staff and Departmental Handbooks with regard to such matters as programmes of study, teaching methods, supporting pupils with Learning Support needs and homework (prep).
- Maintain a stimulating teaching environment and exercise proper care of teaching materials, equipment and rooms.
- Advise on and co-operate in the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment.
- Promote the general progress and well-being of individual pupils and groups of pupils.
- Participate in arrangements for further external training and professional development as a teacher.
- Work with and inspire a tutor group of young people, as part of a wider team of year group and boarding house tutors following the expectations set out in the Staff Handbook.
- Supervise pupils as part of a boarding house tutor team; this will include carrying out an evening boarding house duty, and occasional Saturday evening and Sunday commitments.
- Share responsibility for all pupils within the School (especially those in your teaching or tutor groups) in liaison with appropriate Heads of Department, Housemasters and Housemistresses and senior managers.
- Maintain good order and discipline among the pupils and safeguard their health and safety both when they are on the School premises and when they are engaged in School activities elsewhere.

We strive to ensure that our staff body reflects the diversity of our pupil body. We therefore encourage candidates from ethnically diverse backgrounds. Appointments will be made on merit.



## Development and Support

Professional development and learning sit at the heart of our school, and the successful post-holder will be joining a vibrant intellectual community. They will receive bespoke, individualised support from their line manager who will support them both professionally and personally during their time at the School. This mentor will provide support and feedback on the postholder's teaching through regular coaching sessions and will support and advise them with regard to professional learning and development across all aspects of their career.

The Common Room is welcoming and staff wellbeing is prioritised. The school has a full-time Health Centre as well as a resident Church of England Chaplain.

## Equal Opportunities

Haileybury is an equal opportunities employer and is committed to a policy of treating all our employees and job applicants equally. It is our policy to take all reasonable steps to employ and promote employees on the basis of their abilities and qualifications, without regard to age, disability, sex, gender reassignment, pregnancy, maternity, marital or civil partnership status, race (which includes colour, nationality and ethnic or national origins), sexual orientation, trade union membership, religion or belief.



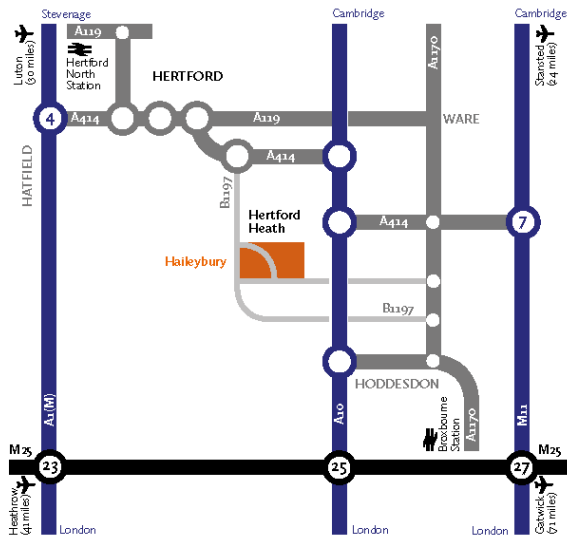
# Travelling to Haileybury

## Air

London Heathrow (50 minutes by car), London Stansted (30 minutes by car) and London Luton (40 minutes by car) airports are within easy reach of Haileybury. London Gatwick Airport (75 minutes by car) is only slightly further away. All are served by rail links to central London.

## Rail

There are two main line railway stations close to Haileybury. Hertford North to London (Moorgate or King's Cross) is a 40-minute journey. Broxbourne to London (Liverpool Street) is 35 minutes. Hertford North is a five minute car ride from Haileybury and Broxbourne is 10 minutes away.



## Road

Haileybury is conveniently located close to the A10 and easily accessible via the M25, A1(M), M11 and A414.

- From the South East: Leave the M25 at junction 25 to join the A10 north (Cambridge), exiting the A10 at Hoddesdon.
- From the South West: Leave the M25 at junction 21a to join the A405, then the A414 to Hatfield and on to Hertford. The B1197 leads to Hertford Heath village.
- From the North: Leave the A1(M) at junction 4 for the A414 to Hertford, or leave the M1 at junction 7 (St Albans) for the A414 to Hertford.
- From the East: Via the M11 leave at junction 7 (Harlow) for the A414 to Hertford.





HaileyburyUK



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