

Dear Applicant

February 2021

Teacher of English 1.0 FTE – required 6 September 2021 - Main Scale / Upper Pay Range.

Thank you for your interest in this post. This is a very exciting time for Queen Elizabeth High School as we prepare to co-locate with Hexham Middle School on a shared campus. The new building will provide state of the art teaching and learning facilities while maintaining a friendly, inclusive environment. This closer integration of the schools also means that the successful candidate will have the chance to teach Y7-13.

The school P8 figure was 0.63, with the English element being 0.56 with 80% achieving 9-4 in English and maths.

This school is successful and improving because:

- We continue to appoint teachers who are passionate about learning and able to teach a comprehensive range of students.
- We are committed to the continuing professional learning of all our staff. This is a school where you will learn, grow, and develop.
- We have an excellent curriculum, and our academic advice and guidance is second to none, meaning students take courses which match their needs, abilities and aspirations
- We offer an exceptional range of extra-curricular opportunities for all students
- We are inclusive and genuinely care for all our students

The English department currently consists of 8 full-time equivalent teachers, offering courses in Year 9, key stage 4 and in the sixth form.

As a member of staff at QEHS, you will join a strong, experienced team who believe in achieving the best outcomes and highest standards for all students. This is a friendly, welcoming school where staff work collectively. The students are positive, hard working and aspirational. The parental body are supportive and engaged. It is a genuinely wonderful place to work.

Please read the person specification carefully and ensure that your letter of application fully addresses each requirement and provides evidence from your present or previous roles (or from your teaching placements in the case of ITT students) of how you meet these requirements. We wish to appoint staff who:

- Are ambitious for their students and committed to ensuring students achieve.
- Want to learn, grow, and develop by engaging in collaboration and professional learning.
- Aspire to excellence in teaching and learning with a restlessness for improvement.
- Will join an excellent team and contribute to curriculum improvement and planning.
- Are willing to contribute to the wider life of the school and our extensive extra-curricular programme.
- Aspire to progress in their career by assuming leadership roles and responsibilities.

The following documents are enclosed:

- job description and person specification
- an application form + Criminal Records Declaration Form
- guidance notes for applicants and Northumberland County Council's Equality in Employment Policy

If you wish to apply for this post, you should return the following two documents –

1. Application Form - please complete all parts of the application form as fully as possible as detailed above.

2. Criminal Records Declaration Form - This form explains that a satisfactory Enhanced Certificate of Disclosure of Criminal Convictions is an essential requirement for this post. You must complete either Box A or Box B. If you need to complete Box B you must disclose all unspent convictions, cautions, reprimands and warnings. Please note that any convictions, cautions, reprimands or and warnings in relation to sexual offending, violent offending and/or safeguarding cannot be considered to be “spent” and therefore should be disclosed.

It is important that the school has information about whether or not you have any convictions so that this can be discussed with you at interview. Failure to return the Criminal Records Declaration Form before interview (and, in the case of the successful candidate, failure to subsequently obtain a satisfactory Enhanced Certificate of Disclosure from the Disclosure and Barring Service) will unfortunately disqualify you from further consideration for this post.

Please note that disclosing criminal convictions will not necessarily prevent you being appointed. This information will be considered in light of its relevance to the post, as set out in the Criminal Records Code of Practice for Staff and Volunteers.

All applicants are required to complete Box C. This information is necessary to facilitate the appointment process if you are successful in your application for this post.

The closing date for applications is 9am Friday 26th February. Applications can be returned by ‘quick apply’ or email to rstokes@gehs.net or by post to Rachael Stokes, Trust HR Admin Assistant, Queen Elizabeth High School, Whetstone Bridge Road, Hexham, NE46 3JB.

Thank you again for your interest in this post. If you would like to discuss any aspect of the role with me prior to making an application, please do not hesitate to contact me.

Yours faithfully

Neil Seaton
Head of School