

# MURRAY PARK SCHOOL



## APPLICANT INFORMATION PACK

### TEACHER OF ENGLISH WITH DRAMA PART-TIME (0.6)

APPLICATION DEADLINE:	9AM WEDNESDAY 13 <sup>TH</sup> OCTOBER
INTERVIEW DATE:	MONDAY 18 <sup>TH</sup> OCTOBER
START DATE:	MONDAY 10 <sup>TH</sup> JANUARY 2022

*Murray Park School is committed to safeguarding and promoting the welfare of children and appointment to this post is subject to a criminal record and background check and references*



**Head Teacher:** Mrs N. Caley  
**Address:** Murray Road, Mickleover, Derby, DE3 9LL  
**Telephone:** 01332 515921  
**Web:** [www.murraypark.derby.sch.uk](http://www.murraypark.derby.sch.uk)  
**Email:** [recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk)

# SAFEGUARDING INFORMATION

Murray Park School shares a commitment to safeguard and promote the welfare of children and young people. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture that embraces the ethos of safeguarding amongst our workforce.

This post is Exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020 and is subject to an enhanced DBS Disclosure check.

## Recruitment Information

The application form must be completed in line with our Important Recruitment Information section on the school website. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

- Child Protection and Safeguarding Policy
- Recruitment of Ex Offenders
- The Equality and Diversity Form
- GDPR Privacy Notice
- Recruitment Policy

These documents can be found using following the link:

<https://www.murraypark.derby.sch.uk/key-information/vacancies/>

## SENIOR LEADERSHIP TEAM

- Mrs Nicola Caley - Headteacher
- Ms Suzanne Whiston - Deputy Headteacher Curriculum
- Miss Rebecca Somes - Deputy Headteacher Pastoral
- Mr Philip Gregory - Assistant Headteacher KS4
- Mr George Hagen - Assistant Headteacher KS3
- Mr Nick Lynn - Assistant Headteacher Teaching and Learning
- Mrs Theresa Lucas - Assistant Headteacher Alternative Provision

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# JOB ADVERT

**Salary:** Main Pay Scale/UPS

**Post:** Part-time Teacher of English with Drama (0.6)

**Responsible to:** Head of English

**Framework:** To work within the framework of teachers' pay and conditions, current legislation and the policies of the school.

We are seeking to appoint a teacher of English with Drama to join our thriving subject area. The successful candidate would be joining a dedicated and highly skilled team with a depth of both subject knowledge and teaching and learning expertise. The individual we are looking to appoint will be committed and energetic, with the creative skills to provide high quality learning experiences that are engaging and accessible yet serve to challenge our students to excel. Applications are welcomed from specialists in English who can boast strong teaching skills, robust subject knowledge and a keen interest in the continually evolving technological world.

The post is suitable for teachers at all stages of their career and the school is fully committed to supporting staff with CPD, including ECT programmes. The person appointed will have:

- A passion for pupil progress.
- High standards and expectations.
- Highly developed interpersonal skills.
- A commitment to team work.
- A commitment to extra-curricular learning.
- A positive outlook.

## How to Apply

An application pack can be downloaded from the school website at <http://murraypark.derby.sch.uk/key-information/vacancies> or apply via TES Online.

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# JOB DESCRIPTION

## Duties as a Classroom Teacher:

- Teaching in an agreed curriculum area
- Planning structured lessons that meet the needs of individual students
- Sharing plans and teaching resources with colleagues
- Maintaining records, marking and assessment of pupils' work according to school and departmental policies, external examination and national curriculum requirements
- Reporting on pupils as required by the school policy and national curriculum requirements
- Using school procedures to maintain your teaching area/s to a standard that motivates pupils and meets health and safety requirements
- Following safe working practices in all your teaching and duty situations
- Supporting the tutorial system as required.

## Key Tasks:

- To be responsible to the Head of English for teaching duties within the curriculum area.
- To work in accordance with the school's Curriculum Policy Statement and the aims and objectives of the English and Drama department.
- To teach in Key Stages Three and Four, responding to departmental policy, KS3 guidelines, national guidance and KS4 syllabi.
- To liaise with other members of the department in the delivery of English, undertaking a fair and equitable share of the work by helping to develop and prepare teaching materials for use within the department and cross-curricular themes as required.
- To maintain records, marking and assessment of pupils' work according to the departmental assessment policy, and Key Stage Four course requirements.
- To monitor progress of students and report to parents in line with school procedures for recording and reporting.
- To set and mark homework as indicated by the department and school homework timetable in accordance with the departmental homework policy.
- To attend departmental meetings, general school meetings and parents' meetings as appropriate.
- To be responsible for and follow adopted safe working practice in accordance with the latest Health and Safety regulations.
- To fulfil a role within the tutor system and actively support the work of Heads of Year
- To participate in relevant INSET to enhance teaching effectiveness.
- The post-holder will be expected to carry out other tasks/duties as directed by the Headteacher that are commensurate with the responsibilities of a teacher.



# PERSON SPECIFICATION

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### TEACHER OF ENGLISH WITH DRAMA

	Essential	Desirable
<b>Experience</b> Teaching experience in at least one school A track record of outstanding teaching	✓	✓
<b>Qualifications</b> Relevant Honours Degree and Qualified Teacher Status	✓	
<b>Knowledge</b> Full working knowledge of English Curriculum for KS3 Knowledge and experience of GCSE English courses Knowledge and experience of Drama Curriculum for KS3 and 4	✓ ✓	✓
<b>Skills/Abilities</b> To motivate students To work with other staff in a team Well-developed inter-personal skills The ability to work under pressure	✓ ✓	✓ ✓
<b>Personal Qualities</b> A positive outlook, well-motivated, enthusiastic & energetic. Commitment to improvement/staff development. The desire to succeed. Good attendance and punctuality record. Commitment to supporting the full life of the school. Professional appearance and manner. Enhanced Criminal Record check. A good sense of humour	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓



# OUR HEAD TEACHER



MRS N. CALEY

I am delighted to introduce you to our wonderful school. Since my arrival in 2018, I have sought to create a thriving working environment which enables our wonderful students to succeed in all aspects of life at Murray Park and beyond.

We pride ourselves on giving teachers the conditions in which to teach without distraction and ensure that all staff are supported quickly with any concerns both in and outside the classroom.

We are fully committed to offering a top-class education - on-line or in school - which keeps abreast of national and international trends. We welcome applications from high-quality candidates who are looking to make a real difference to our students' lives.

We support all new staff with a supportive induction package. ECTs follow the new ECF teacher programme as well as our in-house training. We endeavour to ensure your skills are developed so you can perform at your optimum.

Please take your time to consider the information in this pack and do not hesitate to make contact with us should you require any further information.



“As a new member of staff you will be warmly welcomed by the entire school community, students, colleagues and parents alike. We really are proud to be here”. (Mr Hagen - Assistant Headteacher)



# AMBITION STATEMENT

At Murray Park School, our curriculum vision is to provide an ambitious and inspirational education for all of our pupils. Our strong set of values: Perseverance; Respect; Independence; Dreams and Excellence (PRIDE) underpins our ethos. Through our curriculum, our pupils develop the confidence to embrace the responsibilities that life has to offer and to become valued members of the local community, both now and in the future.



In all lessons the pupils are challenged and engaged in an education that prepares them for their futures. Our curriculum enables all of our pupils to develop life skills, such as, creativity, empathy and collaboration, resulting in resilient individuals with high aspirations.

Our health and wellbeing provision ensures that our pupils lead healthy and fulfilling lives and that every pupil has the knowledge and confidence to take care of their own health and wellbeing.

As a result of our outstanding careers programme, all of our pupils are prepared for the next stage of their education, training and employment through our extensive network of business partners and dedicated careers' centre. Our wide range of extra-curricular activities include residential opportunities and international travel. These opportunities enrich the formal curriculum and deepen the pupils' knowledge and skills.



Every child at Murray Park School is equipped to become a well-qualified and successful young person.

*“The supportive atmosphere created by amazing, dedicated colleagues and students that genuinely appreciate what you do for them, gives me a reason to smile every day.” (Miss Dodd - Head of Mathematics)*



# SCHOOL INFORMATION

Murray Park is a dynamic and forward-looking 11-16 mixed comprehensive school on the western fringes of the city of Derby. It is a Foundation Status school, but has a close working relationship with the local authority.

We cater for approximately 1030 students, situated on a spacious site surrounded by greenery. We serve students from the Derby City area, within reach of the Derbyshire countryside and our cohort sizes are growing each year.

Our students reflect the full academic ability range and there is a huge breadth to the socio-economic status of our families.



## APPLICATION PROCESS

Informal visits to the school are available but not essential. You must complete the application form fully and give details of all employment, training and gaps in employment since leaving secondary school to the present day. Any additional information, which you wish to bring to the notice of the selection panel should be included in your letter of application.

Your letter of application should make reference to the job description and in particular how you meet the person specification. At least one of your references should be a current employer and you should indicate if you are happy for us to contact each reference.

Please provide an email address for your referees so that we can contact them.

***Please email your completed application form and letter of application to [recruitment@murraypark.derby.sch.uk](mailto:recruitment@murraypark.derby.sch.uk) The application letter should be no longer than 2 sides of A4, Arial font size 11. CVs only will not be accepted***

*“The School has continuously supported me with my career development. If you wish to challenge yourself to develop as a leader then Murray Park School is the place for you.” (Mr Gregory - Assistant Headteacher)*





# STAFF WELL-BEING

Murray Park considers the well-being of staff to be important. Decisions in terms of staff support make well-being a priority. Anything that can be done to support staff in their role will be considered. In recent years we have raised the profile of staff well-being by establishing the following initiatives to ensure that our staff are happy in their workplace.

- Opportunity to work from home where possible.
- Latest laptops issued to all staff.
- Live marking policy.
- Designated, trained mental health leader.
- Staff social events.
- Staff sports events.
- Meal allowance for lunch duty staff.
- Meeting free weeks throughout the year.
- Bespoke CPD opportunities.
- Opportunity for all staff to complete mental health awareness course.
- Duty timetable to reflect teacher workload.
- Robust behaviour system to support staff.
- Alternative provision

## HEAD OF DEPARTMENT

Welcome and thank you for your interest in working with the English and Literacy department here at Murray Park School.

English at Murray Park aims to motivate and inspire students through a rigorous, thought-provoking, and dynamic curriculum. We firmly believe, as a department who delivers explicit literacy to over 1200 students, that we play a vital role in the school's overall academic achievements. One of our main goals is to inspire students to become life-long readers as well as deliver high-quality lessons everyday which help to foster a love of learning. We also aim to teach a variety of diverse texts which open students' eyes to different cultural journeys, experiences, and other topical issues in modern society. Our carefully mapped out curriculum allows staff to continue to teach their passions while covering transferable knowledge and skills which will ultimately prepare students for their GCSE examinations as well as the wider world.

Jo Hoffin, Head of English and Literacy

[joanne.hoffin@murraypark.derby.sch.uk](mailto:joanne.hoffin@murraypark.derby.sch.uk)

“Since starting at Murray Park there has been no time for nerves, just excitement. I am delighted to continue my journey here, whilst inspiring others on my way” (Miss Bunting - NQT Science)



# DEPARTMENT INFORMATION

At present there are seven full-time members of staff, two part-time, and two senior leaders, as well as the school librarian, who contribute to the English and Literacy team.

In 2020 the English Department moved into a new 15 classroom building. We work across eight dedicated classrooms, each of which has a smart TV and teaching wall. The stunning library is situated nearby, on the same floor in the new building. Various computer rooms are available for booking as and when required.

As well as the Head of Department, there is also an Assistant Head of Department, and we are keen to develop staff internally, providing opportunities for future development and advancement.

All students have four lessons of English a week at KS3 and nine lessons over a fortnight with KS4, and they are taught within ability sets. We use AQA for GCSE English Language and GCSE English Literature, and all students are prepared for both English GCSEs.

As a team we are hugely collaborative and supportive, and we have had great success working with Schools Direct, Teach First and ECTs.

For further information on this vacancy please contact our Head of English and Literacy - [joanne.hoffin@murraypark.derby.sch.uk](mailto:joanne.hoffin@murraypark.derby.sch.uk)





# MURRAY PARK SCHOOL

OUR MISSION: SUPPORTING STUDENTS IN GAINING A POSITIVE OUTLOOK,  
SHAPING THEIR FUTURES AND REACHING THEIR FULL POTENTIAL.

“PROUD TO BE HERE”



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