



Stephen Perse

— Cambridge —

Senior School

Teacher of English (1 Year Fixed Term Contract)

stephenperse.com/currentvacancies

History of Stephen Perse

The Perse Girls School, founded in 1818, evolved into the Stephen Perse Foundation in 2007, and first admitted boys to its Senior School in 2017. Stephen Perse has grown over recent years, adding a co-educational sixth form to its highly successful Senior School in 2008, and four nurseries and early years settings (three in Cambridge and one at Dame Bradbury's in Saffron Walden) between 2010 and 2021. Stephen Perse has been fully co-educational in all settings since 2017 and now comprises four nurseries, two junior schools, a senior school and sixth form.

Predominantly a day school, there are currently 60 (mainly sixth form) boarders. As well as its reputation for academic excellence, Stephen Perse is renowned for an innovative approach to education, and a focus on preparing students for the future.





Our Mission Statement

At Stephen Perse, our mission is to educate and inspire the contributors to tomorrow's world: intelligent young people with the creativity, compassion, confidence and conviction to question, evaluate and improve society.

Our Vision Statement

To deliver this mission, our vision is to create and sustain an outstanding educational environment that:

- Fosters modern scholarship through exceptional teaching and a dynamic, flexible and rigorous academic curriculum.
- Provides outstanding breadth of opportunity and quality of experience through a rich and varied co-curriculum.
- Nurtures and celebrates individuality, wellbeing, personal development, and contribution to the growth of others, through superb pastoral care, social and emotional education, and learning support.
- Champions and models equality, diversity and inclusivity, and social and environmental responsibility with a global outlook.

Our Values Statement

With excellence and creativity in teaching and learning at the core of each of our schools and nurseries, we value the positive difference our students can make in the world through:

- Scholarship and the advancement of knowledge and understanding.
- Kindness, courtesy, inclusivity and collaboration.
- Diligence, independence and self-reliance.
- Humility, reflectiveness and the pursuit of self-improvement.
- Character, individuality, wellbeing and confidence.
- Conserving the environment and living sustainably.

Welcome from the Principal

Richard Girvan



Stephen Perse is a leader in modern independent education, superbly well placed, both to meet the challenges, and to seize the opportunities, presented by its future.

Any school, indeed, any group of schools, is only as strong as its people. Stephen Perse boasts exceptional people across all of its schools and nurseries, and invests in their recruitment, development and empowerment to ensure our pupils benefit from excellent role models, outstanding support and exceptional teaching. As Principal, I consider this investment in our people to be of utmost importance.

At Stephen Perse, all are united in embracing the modern world and in seeking to help our pupils to find and take their place in it, as confident, socially responsible adults. We seek to attract people who are inspired by this challenge, people who share our values, people who are passionate about our collective vision of developing the change-makers of the future.

Richard Girvan

Principal

Teacher of English (1 Year Fixed Term Contract)

Responsible to: Head of English

Location: Stephen Perse Cambridge Senior School and Sixth Form

Role Description

We are looking to appoint an outstanding, inspirational and committed teacher to join our English Department on a fixed term contract basis. The successful candidate will have excellent subject knowledge and be able to teach across the age and ability range at KS3 and KS4.

The English Department is one of the largest in the School and is comprised of dedicated teachers with a passion for their subject, who value the opportunity to work together to help each other develop the way in which they teach. There is a supportive atmosphere within the department, and decisions about best practice are made collaboratively.

The department follows an in-house scheme of work at KS3 and then in Years 10 and 11 prepares students for IGCSE English Language and Literature. A good number of students opt for English Literature A Level and the department also offers A Level Film.

This role will be offered on a 1-year fixed term contract, commencing in September 2024, until August 2025.

Principal Responsibilities

Under direction of the Head of English:

- To teach well-planned and engaging lessons across the age and ability range
- To participate in the development of appropriate syllabuses, teaching materials and schemes of work
- To ensure that students receive regular and timely feedback, including written marking, in line with the departmental marking policy, which advises constructively how work can be improved
- To regularly assess students' progress, keeping accurate records and inputting data as required to the School's MIS
- To produce comprehensive reports for parents at key points of the year as required
- To assist in departmental

administrative tasks

Additional specific responsibilities

- To contribute to co-curricular and enrichment activities as appropriate
- To fulfil a pastoral role within the Senior School or Sixth Form as a Co-Tutor of an assigned Form or as a Sixth-form Tutor and to contribute to the guidance and PSHE programmes as appropriate

Being Part of a Team

- To participate in appropriate meetings with colleagues and parents as required
- To assist in the promotion of the subject within and outside school as appropriate
- To carry out a share of supervisory duties and examination invigilation per published schedules
- To carry out a share of cover duties for absent staff
- To take part in entrance procedures

and Open Days as appropriate

- To contribute to the co-curricular life of the School

Professional Development

- To take part in the School's professional development programme
- To attend induction, training and briefing sessions as required
- To keep abreast of developments in teaching and learning

General responsibilities

- Act as an excellent ambassador for Stephen Perse at all times.
- Undertake other duties as agreed with the leadership team.
- Build and maintain good working relationships with all Stephen Perse colleagues.
- Assist as necessary in other Stephen Perse areas at peak times.
- Work at all times towards the aims and goals of Stephen Perse and any individual objectives and targets you may have agreed.
- Proactively identify areas for improvements within Stephen Perse.
- Actively promote the Stephen Perse Equal Opportunities Policy,

encouraging staff awareness and participation in all areas.

- Act in accordance with the Data Protection principles at all times.
- Adhere at all times to Stephen Perse operational and employment policies and procedures.
- Take care of your own health and safety and that of people who may be affected by what you do (or do not do).
- Cooperate with others on health and safety, and not interfere with, or misuse, anything provided for your health, safety or welfare.
- Follow the training you have received when using any work items Stephen Perse has provided.
- Adhere to the Stephen Perse Privacy Notice and ensure private and confidential data is kept secure and disposed of in the appropriate manner.

This job description is not necessarily comprehensive and the position holder will be required to carry out such other duties as may reasonably be required within the general scope and level of the post.

Safeguarding and welfare of children

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the Stephen Perse Safeguarding and Child Protection Policy statement at all times. If, in the course of carrying out the duties of the post, the role-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Designated Person or the Stephen Perse Designated Safeguarding Lead.

All employees of Stephen Perse adhere to the Safer Working Practices guidance and all teaching staff are required to adhere to the Teaching Standards which can be **found on the government website.**

Person Specification

	Essential	Desirable	Assessment Method
Qualifications	Honours degree or equivalent in English Literature/Language	A PGCE qualification, or equivalent	Application Form Production of the Applicant's certificates at interview
Knowledge & Experience	Experienced or newly qualified, but a passion for teaching and the subject is essential	Experience of iPads and Google Drive	Application Form
Skills & Aptitudes	<p>Able to work effectively under pressure</p> <p>Able to motivate and engage with all our students</p> <p>Able to work successfully as part of a team</p> <p>Willing to keep abreast of curriculum developments relating to the teaching of English</p> <p>Willing to play an active role in all activities in which the department participates</p> <p>Excellent communication and organisational skills</p> <p>Due to our statutory obligations in respect of safeguarding, the ability to read, understand and communicate in English to a sufficient standard to understand these obligations is required</p>		Interview
Personal Attributes	<p>Professionalism and integrity</p> <p>Dedication, enthusiasm and a calm demeanour</p> <p>Energy and resilience</p> <p>Approachability and flexibility</p> <p>A good sense of humour</p>		Interview

Terms and conditions

All appointments for Stephen Perse are subject to satisfactory reference and disclosure and barring service (DBS) checks, suitability to work with children checks, online checks, proof of identity and eligibility to work in the UK, completion of a medical questionnaire and proof of qualifications.

Hours of work

Full-time.

Salary

The successful candidate will be remunerated at the appropriate point on the Stephen Perse teaching scale, which is in excess of the state sector teaching scale.



Benefits

- Contributory pension scheme - Aviva Pensions Trust for Independent Schools (APTIS).*
 - Salary sacrifice tech and cycle to work schemes.
 - Life assurance scheme.
 - Rail season ticket loan/discount on train travel on Greater Anglia rail services.
 - Free lunch and refreshments provided.
 - A loan of an iPad, for use whilst employed at the school.
 - Annual flu immunization.
 - Many of the sites offer covered bike parking.
 - Free access to the Cambridge University Botanic Garden.
 - Private health and dental plan subscriptions (pro rata for part time).
 - A staff discount on School Fees of 25% (pro rata for part time) should staff have a child at any school (from Kindergarten Year upwards) within Stephen Perse.
- * Eligibility criteria applies.

Privacy Notice

Please see our privacy policy which is available on the recruitment portal.

<http://www.stephenperse.com/recruitment>

Please apply directly by downloading an application form from our recruitment page at www.stephenperse.com/recruitment, or email recruitment@stephenperse.com to request an application form.

Please send completed application forms to recruitment@stephenperse.com

We are unable to accept CVs.

The Recruitment Process

- Closing date for applications:
Monday 3 June 2024.
- Interviews will take place:
Thursday 6 June 2024.

References may be taken up before interview.

Invitation to interview and recruitment arrangements

Stephen Perse is committed to safeguarding and promoting the welfare of its pupils. Stephen Perse has a statutory duty to apply for DBS clearance and shall ask the successful candidate to complete an online form which must be cleared before the applicant can commence work. Such checks may take up to eight weeks to complete.

Stephen Perse has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, you will need to bring original documents verifying that you are eligible to work in the UK to the interview. Details of these will be provided in the invitation to interview.

All candidates invited to interview must bring the original documents confirming any educational and professional qualifications that are necessary or relevant for the post.





Stephen Perse

Foundation

The Stephen Perse Foundation (Main Office), Union Road, Cambridge, CB2 1HF

stephenperse.com



Charity No: 1120608