



VACANCY  
INFORMATION  
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TEACHER OF  
ENGLISH



READING BLUE COAT



## INTRODUCTION

Reading Blue Coat is a leading independent day school of 785 pupils; 705 boys aged 11 – 18 and a further 80 girls in the co-educational sixth form.

The School was founded in 1646 by Richard Aldworth, a Master of The Skinners' Company and a Governor of Christ's Hospital. The School was established near St Mary's Minster Church in Reading and was originally known by its historic name of Aldworth's Hospital. In 1947, Reading Blue Coat School moved to the magnificent estate of Holme Park in the Berkshire village of Sonning, where it remains today.

The ethos of the School derives from its Christian foundation and traditions, fostering care and concern within the community and enabling all pupils to develop their full potential. The School aims to provide a stimulating and friendly atmosphere in which each pupil can realise his or her full intellectual, physical and creative potential. Pupils are encouraged to be self-reliant and adaptable, and the School intends that they will learn the basis of good citizenship, founded on honesty, fairness and understanding of the needs of others. The curriculum provides a balanced blend of academic and non-academic activities that combine to meet these objectives.

The most recent full ISI Inspection was in November 2019 from which we achieved the highest rating possible in all categories of the inspection.

The School employs in excess of 170 salaried staff, of whom about 50% are academic. Reflecting the character of our co-educational sixth form, nearly half of our academic staff are female.

## FACILITIES

Reading Blue Coat is located four miles from the centre of Reading, in the Thames-side village of Sonning. It is also three miles from Twyford, which will be located on Crossrail, with fast train service across London. Set in 46 acres of land for pupils to enjoy, the facilities are very well maintained and the School continues to invest in the site to add to an impressive infrastructure of buildings.

Nearing construction is the new Learning Innovation Centre. An impressive Grounds, Maintenance and Activities Centre opened in early 2020. Planning permission has been obtained for a new Performing Arts Centre, which we plan to open in 2022.

## ACADEMIC LIFE

The academic curriculum at Reading Blue Coat is based on the principle that all pupils should experience a broad and balanced range of basic subjects and skills. From Year 9 onwards, this range is gradually modified, by elements of choice, enabling both the interests and aptitudes of individual pupils to be reflected. Most lessons are taught initially in classes of mixed ability, although setting occurs in Mathematics in Year 7, in Languages in Year 8, and Science in Year 9. Geology is also a thriving subject, with a new Geology and Psychology Centre supporting the increased levels of interest. In Year 11, all pupils take qualifications in English, Maths and Science (all IGCSE) and a Modern Foreign Language. They also take three GCSEs from a broad range of eleven subjects. All pupils take a GCSE in Religious Studies (full course) in Year 10.



In the Sixth Form pupils can choose from a range of 24 subjects, including subjects most will not have studied before, such as Economics, Politics and Psychology. Enrichment opportunities in the Sixth Form include the Extended Project Qualification (EPQ), and a weekly schedule of visiting speakers. Reading Blue Coat always seeks to stretch and challenge pupils and the School's Learning Support Department ensures that pupils with specific learning needs are supported effectively. The School's Learning Research Group ensures a sustained focus on developing teachers and pedagogical enrichment.

2020 academic results were impressive; the A Level results were amongst Blue Coat's best with 78.2% achieving A\*-B and at GCSE 78.8% gaining A\*-A.

Virtually all Year 13 leavers proceed to degree courses at universities of which approximately 70% go to the Russell Group of universities. Each year a number of our students attain places at Oxbridge.

## PASTORAL

Pastoral care, focused on the individual, is at the heart of the School. Reading Blue Coat's pastoral structure is based around the tutorial system within the framework of four houses: Aldworth, Hall, Malthus and Rich.

All pupils are part of a tutor group that is overseen by a member of staff who is responsible for their well-being and for personally overseeing the development of their character and intellectual curiosity. The School prides itself on mutual respect, tolerance and courtesy and all activities seek to re-enforce these values. The house system enables pupils to take part in activities that foster the development of these ideals through a variety of opportunities that include music, sport, drama and public speaking.

## SPORT

Reading Blue Coat has an enviable reputation, both locally and nationally, for the high quality of its sporting teams. Sport plays a key role in developing every pupil's potential – physical fitness and skill, teamwork and learning how to win and how to lose. Sports are coached to a very high level while providing for, and encouraging those, for whom participation rather than excellence is important.

Major sports are rowing, rugby, netball, football, cricket, tennis and athletics. The School competes well at local, regional and even national level. Other sports include golf, squash, cross country, climbing, weight training, touch rugby, shooting and archery.

### Recent sporting achievements include:

- Silver medals for J16 and Bronze medals for Seniors at the National Schools' Regatta and the 1st VIII's participation at the Henley Royal Regatta.
- The School won its first round draw at the 2019 Henley Royal Regatta for the first time in the School's history.
- U12 cricketers won the county cup.
- U15 were the County Cup rugby champions.
- The girls' hockey team were Super 8 League champions.
- Junior and intermediate Athletics teams qualified for Regional Championships.
- Junior Swimming team came 7th in the National Schools relay finals.
- 1st XI and 2nd XI football teams won their respective Thames Valley Leagues.



## DRAMA AND THE ARTS

Reading Blue Coat has a reputation for drama performances of the highest quality, with an extensive programme of performances throughout the year. The main expressions of artistic undertakings at the School are music, drama, public speaking and painting. Pupils' endeavours in the arts are highly successful and widely acclaimed, including internationally. Music is at the heart of the School; all boys are auditioned for the choir and many learn a musical instrument. The breadth and depth of musical and dramatic talent at the School is evident in the wide range of plays, concerts, "Swing into Summertime" (an outdoor festival of the arts), and other eclectic events that take place throughout the year.

## CO-CURRICULAR

Co-curricular activities are designed to enable pupils to develop practical and social skills such as leadership, enterprise and communication. As part of the extensive co-curricular programme, Reading Blue Coat offers a number of exciting options from which pupils can choose for their weekly activities session. Activities offered include Combined Cadet Force (all services), Duke of Edinburgh Award Scheme, Young Enterprise, Film Club, Archery, Scuba Diving, Creative Writing and Journalism.

## COMMUNITY

Reading Blue Coat pupils are encouraged to be aware of their place in the wider world and to show consideration for all those with whom they come into contact. These principles are based on the ideas handed down by Richard Aldworth who founded the School in 1646.

In recent years the School has greatly enhanced its links with the wider community under what is now called the Aldworth Partnership, an umbrella term for all that might traditionally be considered 'public benefit'. One example is the Sports Leaders programme, through which pupils go into primary schools in Sonning, Caversham and Maidenhead to coach a number of sports.

Reading Blue Coat's Primary Schools Placement programme also gives pupils the opportunity to assist with tuition in Maths, English and languages in local primary schools. Through the Community Service programme, pupils also help out in residential care homes and assist in local charity shops, while an environmental group undertakes projects in and around Sonning.

Internationally, Reading Blue Coat has a partnership with Ankwanda School in Ghana, which our pupils visit biennially and have helped to build a number of buildings. We also have a strong relationship with the charity Brass for Africa, and our pupils support their work amongst disadvantaged children and young people in Uganda through music. As the Aldworth Partnership continues to grow, the long term aim is that all Blue Coat pupils have the opportunity to be involved in transformative service projects in the local and wider community at some point in their school career.



Further information is available on the School's website at [www.rbc.org.uk](http://www.rbc.org.uk)

**SEE ALSO THE GOOD SCHOOL GUIDE:**  
[www.goodschoolsguide.co.uk/schools/102976/reading-blue-coat-school](http://www.goodschoolsguide.co.uk/schools/102976/reading-blue-coat-school)

**AND MUDDY STILETTOS SCHOOLS REVIEW GUIDE:**  
<https://berkshire.muddystilettos.co.uk/kids/school-reviews/reading-blue-coat-sonning/>



## THE ENGLISH DEPARTMENT

The English Department at Reading Blue Coat aspires to provide a stimulating and successful grounding in English Language and Literature for all its pupils. All pupils study IGCSE English Language and Literature. Members of the department are involved in a number of dramatic, cultural and pastoral roles and we strive to be a central part of the School's success.

The department expects its teachers to be passionate subject specialists, committed to fostering an appreciation of English through engaging teaching and enjoyable co-curricular experiences. At all Key Stages, individual teachers are expected to take responsibility for devising their own lessons, in accordance with departmental overviews of work and supported by shared materials and resources, to be found on the School's network.

Students in Year 7 currently receive five 35 minute periods of English per week with a syllabus that covers a range of themes and texts. This reduces to four periods per week in Year 8, with all three lower age groups spending time each academic year studying a novel, poetry, drama and non-fiction. The National Curriculum does not dictate what must be taught, but is used to guide teachers in what might be appropriate at this level.

Years 10 and 11 receive five periods of teaching per week and follow the CIE IGCSE First Language English and English Literature specifications. These two courses are taught concurrently and pupils are awarded two separate grades at the end of Year 11. In 2020, 58% of Blue Coat's English Language candidates achieved at least grade 7. In English Literature, 72% of candidates achieved at least grade 7.

Year 12 and Year 13 English Literature candidates follow the linear Edexcel specification at A Level. Class sets in Year 12 are currently taught by two teachers across eight 35-minute periods a week, while class sets in Year 13 are shared by three teachers across ten 35-minute periods a week. In 2020, 64% of A Level English Literature candidates achieved A\* to B grades.

Although the preparation for end-of-course examinations is paramount, we seek to encourage both class and individual study beyond the straitjacket of the curriculum. Broadening the pupils' engagement with Language and Literature is therefore fundamental to the department's philosophy. To this end, a number of co-curricular activities are undertaken by pupils that have been designed to stretch and enthuse them. These range from a Shakespeare Evening in Year 8 to a whole-school Poetry Café in the Autumn Term, visits from theatre companies, as well as regular theatre visits, in-school magazines and book groups. All teachers of English are expected to make a significant and regular contribution to this aspect of the department.

There are currently seven members of the department, all of whom are committed to teaching English to a high standard. Many combine their teaching of English with academic and pastoral responsibilities elsewhere in the school. The department pays particular attention to Learning Difficulties and lessons are differentiated appropriately. There is careful assessment of pupils' progress at every stage of their education in English at Blue Coat.

The department is comprised of five classrooms and an office in the modern Richard Aldworth Building. Full-time teachers have their own classroom with a projector and computer docking station, allowing access to the School's network. In addition to this, the department has a comprehensive stock of texts and audio visual resources. All teachers are expected to share resources using the department intranet. The School has a spacious Library, situated in School House, the oldest building on the school site, and the department has strong and vital links with the School's three librarians.

The department encourages professional development, with staff expected to develop their skills via INSET and through sharing good practice within the school.



For an informal conversation about the role, contact Mr Malcolm Stewart, Head of English, on **0118 44 1005** or email [mjs@rbcs.org.uk](mailto:mjs@rbcs.org.uk)

**LINE MANAGER**

Head of English

**DEPARTMENT**

English

**CONTRACT STATUS**

Permanent contract.  
Commencing 1 September 2021.

**SALARY**

The School has its own salary scale. Starting salary will depend on the experience and qualifications of the successful candidate. Range according to experience from £26,015 to £45,810 per annum.

The Governors review salary scales each year to ensure they remain competitive. The next review will be in September 2021. Annual salary is paid by bank transfer on the 25th of the month, or next working day thereafter, in 12 equal payments.



**DESCRIPTION OF THE POST:**

Efficiently execute such responsibilities as are assigned by the Headmaster or his assignee: this involves teaching duties and non-teaching duties as are reasonably expected with regard to the functions listed under Duties and Particular Duties. Be familiar with and implement all policies and procedures as are set out in the Staff Handbook and other School documentation.

**DUTIES:**

**General Professional Activities:**

- To contribute to the development of subject and pastoral teams.
- To put into practice the school policies, including the planning and delivery of the curriculum.
- To support and maintain the agreed codes and discipline policy consistently and fairly.
- To plan, prepare and deliver the curriculum in the subjects for which he/she is responsible, including the setting and marking of homework as appropriate.
- To take an active part in curriculum development.
- To accept a measure of administrative responsibility.
- To engage in such supervisory activities as may be reasonably required.
- To be responsible for a group of pupils (tutor group) in all aspects of their development.
- To manage a classroom and form registration room according to school policy.
- To undertake professional development as part of a continuous process of career progress.
- To act as a member of the staff team in general school life.
- To assist in maintaining discipline throughout the school consistently according to the policy laid down.
- To organise and supervise co-curricular activities, as reasonably requested.
- To provide supervisory duties as reasonably requested.
- To attend meetings, parents’ evenings, open mornings, entrance examinations and other functions as appropriate.
- To meet all deadlines reasonably required.
- To ensure that personal behaviour, dress, appearance and time keeping is commensurate with the high standards expected of all members of the school community.

**MAIN ACTIVITIES ATTRIBUTABLE TO THE PARTICULAR DUTIES:**

**1. Pupil Organisation and Curriculum Delivery**

- To manage the teaching rooms and the pupils in such a way as to provide a suitable learning environment.
- To plan, prepare and deliver appropriate learning experiences making full use of the resources available. All such planning to be based on the agreed and published curriculum policies, schemes of work and other such papers that are provided from time to time.
- To prepare, arrange and lead educational visits as part of the overall planning for the area of learning as may be appropriate.
- To ensure that the work planned is suitably differentiated to meet the needs of all the pupils within the class, and to have high level expectations within the differentiation.
- To bring to the attention of the Headmaster’s appointee pupils with perceived Learning Difficulties or Disabilities.
- To display pupils’ work in the classroom and around the school clearly and effectively in such a way as to raise awareness and pupil esteem.
- To be prepared to use personal expertise on behalf of any pupil or group of pupils as may be reasonably expected.
- To correct pupils’ school and homework in a reasonable time and in accordance with school policy. To prepare and administer tests/examinations and key stage assessments as appropriate.
- To maintain personal and official records of pupils’ development and to write reports where appropriate.
- To inspect and initial Student Planners at least once a week.

**2. Professional Development**

- To attend staff and other meetings, as appropriate.
- To maintain personal professional development by attending such courses/seminars as may be available and appropriate including school-focused INSET.
- To be prepared to join appropriate curriculum working parties.
- To undertake professional self-assessment and appraisal.



### 3. Administration

- To maintain attendance registers
- To be present at least during the working day (8.30 a.m. - 4.20 p.m.) during term time (not including duties, co-curricular activities, parents' meetings, staff meetings, open mornings, entrance assessments as may be reasonably required) and to inform the School before 8.00 a.m. of unplanned absence.
- To undertake administrative duties as may be mutually agreed.
- To support home-school relationships and to liaise with parents as appropriate.
- To provide assistance in the smooth running of the school as may reasonably be expected.

### Additional Duties

- The post holder is responsible for promoting and safeguarding the welfare of pupils at the school.
- The post holder is responsible for using technical and operational knowledge to ensure a safe environment.

*Please note that this Job Description is not exhaustive and the employee may be expected to undertake additional duties if required.*

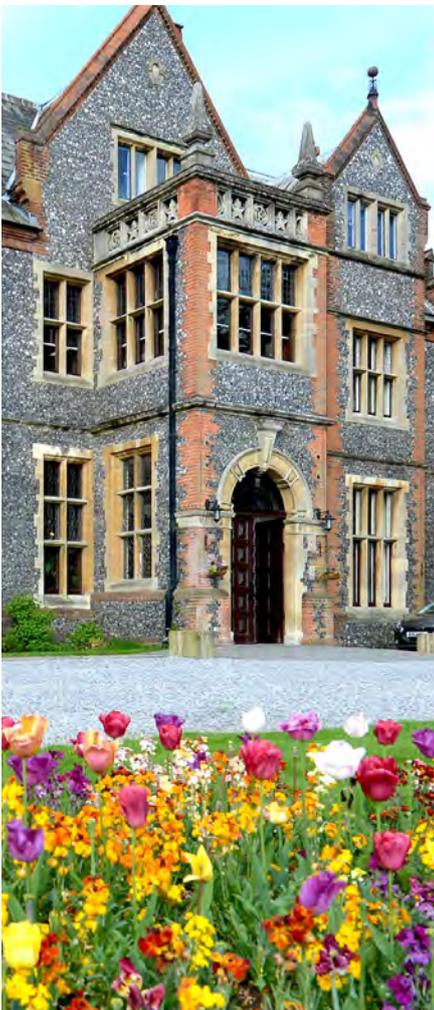




## TEACHER OF ENGLISH

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively. It is expected that the successful applicant will have and can demonstrate:

Knowledge and Experience	Essential	Desirable
Strong academic achievements.	✓	
Outstanding specialist subject knowledge in English.	✓	
Taught English GCSE and A level syllabus.	✓	
Knowledge of the Edexcel A level syllabus.		✓
Skills and Attributes	Essential	Desirable
Self-motivated and highly dedicated.	✓	
Demonstrates a real passion for teaching and the characteristics of outstanding teaching practice.	✓	
Able to inspire students in their subject.	✓	
Excellent communication skills with ability to establish rapport with students, parents and colleagues.	✓	
Effective in planning and prioritising work load.	✓	
A willingness to engage in the whole life of the School and an ability to offer skills in some part of the co-curricular programme of the School.	✓	
Commitment to the ethos of the School and its pastoral approach.	✓	
Qualifications	Essential	Desirable
A good Honours degree relevant to the teaching aspects of the role.	✓	
Applicants will preferably have qualified teacher status, although the School will accept applicants who are on an accredited programme working towards Qualified Teacher Status.		✓
A recognised teaching qualification, such as a PGCE.		✓
Full clean driving licence.		✓



### Closing date for applications: 09:00 on 15 March 2021. Interviews will be held during the week of 22 March 2021.

Applications may be submitted by CV or School employment Application Form, which can be downloaded from our website "Vacancies" page [www.rbcs.org.uk/vacancies/](http://www.rbcs.org.uk/vacancies/)

This should be submitted with your letter of application, by email to [recruitment@rbcs.org.uk](mailto:recruitment@rbcs.org.uk) If you choose not to submit a completed Application form when you apply, you will be required to complete one if invited to attend an interview.

Contact for questions about the application process should be addressed to: Mr Ian King, HR Manager, Reading Blue Coat School, Holme Park, Sonning Lane, Sonning-on-Thames, RG4 6SU.

For further information about the role, please contact Mr Malcolm Stewart (Head of English) at [mjs@rbcs.org.uk](mailto:mjs@rbcs.org.uk)



**PLACE OF WORK**

Reading Blue Coat School, Holme Park, Sonning Lane, Sonning on Thames, Berkshire, RG4 6SU.



**MEALS**

Lunch and refreshments are provided free of charge by the School.



**SPORTS FACILITIES**

Free membership of the School Sports Centre with access to fully equipped gym and swimming pool.



**EMPLOYEE ASSISTANCE PROGRAMME**

Confidential independent support service available to staff when you most need it.



**WORKING HOURS**

Full time, from 08:30 to 16:20, Monday to Friday, with 60 minute meal break. Additional hours will be required for the delivery of co-curricular activities; school events; open evenings; parents' evenings; etc.



**PARKING**

Free Car parking is available on site.



**LEAVE ENTITLEMENT**

School holidays in accordance with the published School calendar.



**CYCLE SCHEME**

Tax free Cycle to Work Scheme is offered by salary sacrifice, enabling you to purchase a new cycle and save on income tax.



**PROFESSIONAL DEVELOPMENT**

Strong commitment to support professional development, overseen by Deputy Head (Staff), with dedicated people development budget.



**PENSION**

Membership of the contributory Teachers Pension Scheme (employee contribution between 7.4% and 11.7%, dependent on salary; employer contribution currently 23.68%).

**DISCOUNTS**



Reduction in Reading Blue Coat School fees for employees' children offered after 6 months service.



50% reduction for all full time staff, pro-rated for part time staff.



Fees (from 1 September 2020) are £5,838 per term.

Through the Blue Coat Benefit Hub you can access discounts, rewards and perks on thousands of the brands that you love to shop with including travel; motoring; electronics; clothing; education; entertainment; restaurants; health and wellness; beauty and spa; insurance; sports and outdoors.

## MEET THE STAFF

All staff, both teaching and support, form part of a qualified and experienced team, which functions at its best in being mutually supportive in a common goal: to provide the best possible education for all Blue Coat pupils.

Relationships between staff and pupils at Blue Coat are often remarked upon by visitors and parents for being warm, relaxed and mutually respectful.

Click on the link to find out more about some of our staff. Can you see yourself as part of the Blue Coat team?

[www.rbc.org.uk/the-school/meet-the-staff/](http://www.rbc.org.uk/the-school/meet-the-staff/)



## GETTING HERE

### BY CAR

We are located in the village of Sonning-on-Thames, just off the A4, between Reading and Twyford.

We are about 15 minutes' drive from Junction 10 of the M4 motorway. From there, take the Reading / Bracknell turnoff at Junction 10 on to the A329M to Reading. At the roundabout by the flyover take the third exit (A4) towards Maidenhead. Follow the dual carriageway over the next roundabout and up the hill. Over the railway bridge, turn left into Sonning Lane. The School is about ½ mile on the left.

### BY BUS

The School and village of Sonning is served by local bus services 128 and 129 (operated by Courtney) from Reading to Wokingham.

Also by service 850 (operated by Arriva Bus) from High Wycombe, Marlow,

Henley, Twyford to Reading. Alight at the junction of Sonning Lane and Bath Road, from where it is a short walk.

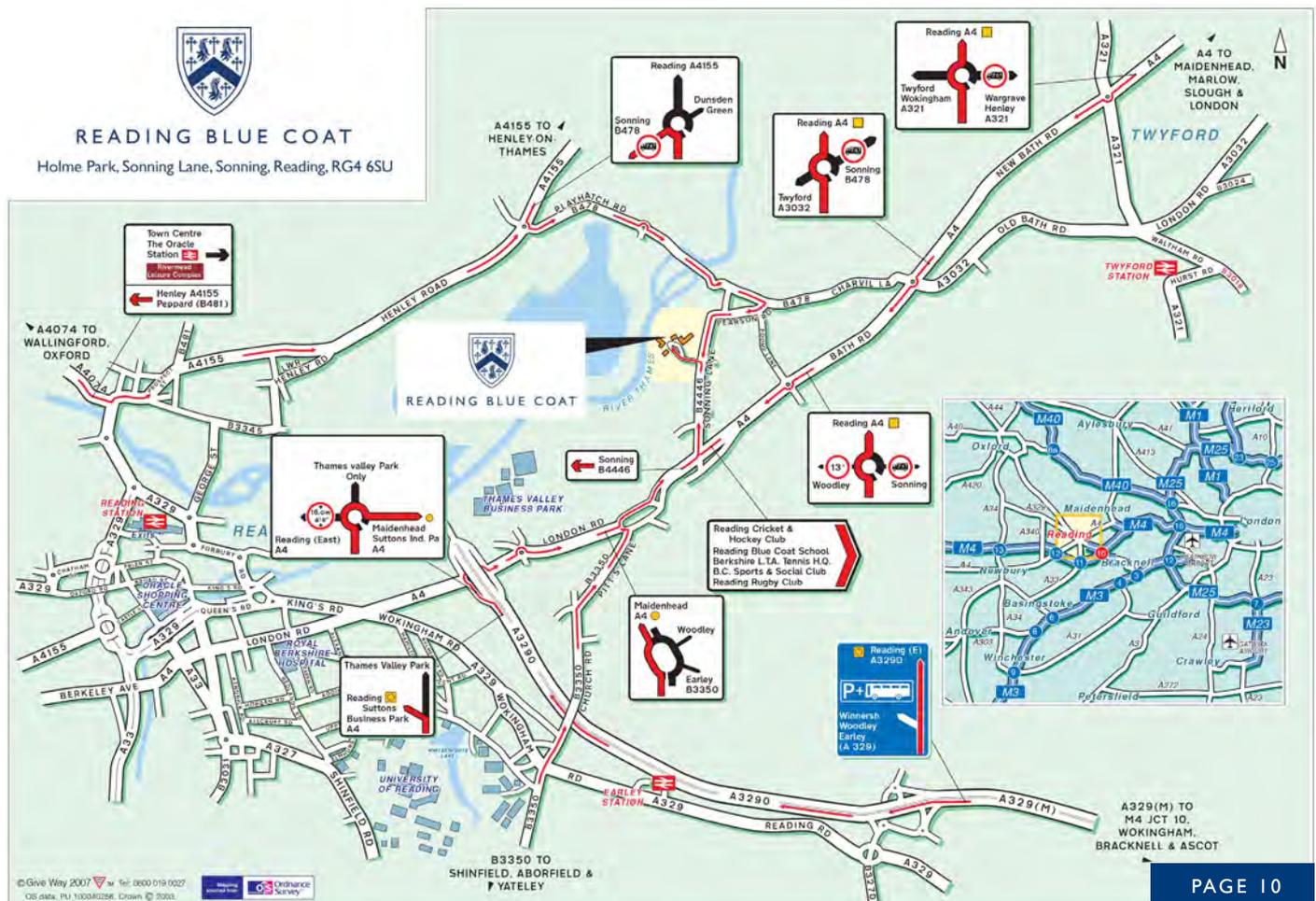
### BY TRAIN

Our nearest rail links are at Reading central station (mainline to London, Wales and the West), which is about 5 miles from the School (about 15 minutes by taxi).

We are also served by local stations at Twyford, which is about 3 miles away (about 10 minutes by taxi), and at Earley, which is about 4 miles away (about 15 minutes by taxi).



For information, call Reception: 0118 944 1005



# ONE READING BLUE COAT

our community



Holme Park, Sonning Lane, Sonning-on-Thames, Berkshire RG4 6SU

Tel: 0118 944 1005 [rbc.org.uk](http://rbc.org.uk)