

# Discover...



REDMAIDS'  
HIGH SCHOOL  
FOR GIRLS | BRISTOL



## Job description

**Teacher of English maternity cover – from September  
2020**

Redmaids' High School: A company limited by guarantee, company number: 5165135. Registered Office: Westbury Road, Westburu-on-Trum, Bristol, BS9 3AW. Registered charitu number: 1105017

Applications are invited for Teacher of English, maternity cover: experience of teaching the IB Diploma and Drama at KS3 would be an advantage but not essential.

## **Background**

This is a unique opportunity to join the leading independent girls' school in Bristol in a key position.

## **About the School**

Redmaids' High School is the leading independent day school for girls in Bristol and one of the leading schools in the South West and was formed following the merger in 2016 of The Red Maids' School and Redland High School. It is a member of the Girls' School Association and is the oldest surviving girls' school in Great Britain having been established in 1634. The school provides a modern, stimulating and caring environment in which girls of academic ability thrive.

The Redmaids' High School has an impressive academic record. In 2019 73% of A level passes or IB equivalent were A\*, A or B and 65% of GCSE passes were A\* or A. Most girls go on to leading universities including Oxford and Cambridge. In 2009, the School became an IB World School and is experienced in delivering the International Baccalaureate Diploma.

Staff and governors of the school are united in a vision of progressive education, which provides the highest standards. In particular, we are committed to the roles of young women in the 21<sup>st</sup> century. The highest standards of personal achievement are encouraged in the context of a warm and supportive community. Equal emphasis is placed on independence and co-operation; individual achievement and collaboration; achieving qualifications and taking part in extra-curricular activities.

On the edge of the city of Bristol the school occupies a spacious and leafy site, with excellent road and rail links. There is a continuous programme of development and in recent years this has provided a new Sports Hall and a Performing Arts Centre. ICT facilities, a wireless network and a VLE provide Information Technology access throughout the school, and are an important channel for communication and independent learning. Most classrooms enjoy internet access, and electronic white boards. Individually owned iPads are used widely and there are also bookable class sets. Since September 2014 all new Year 7s have their own iPad. In March 2011, an impressive new Sixth Form Centre was opened encompassing common room, study room, careers room, additional seminar rooms and café. The school has recently completed a two-phase development project. Phase I, which was completed in September 2014, involved a new library, refurbished dining room and a re-designed school entrance. Phase 2 entailed the complete rebuilding of the Assembly Hall as a Performing Arts venue with additional classrooms, offices, meeting rooms, music practice rooms and a bar and reception area for performances. This spectacular new building, Redland Hall, opened on 7 September 2017: it is a symbol of the School's strength and ambition, and will be a powerful magnet throughout Bristol's performing arts community.

## **Mission Statement**

Redmaids' High School aims to provide an educational experience for students in which intellectual development, academic success and pastoral care are complemented by high quality performance in the arts, sport and co-curricular activities.

We aim to develop the academic ability of girls from many different backgrounds and cultures and to fulfil their potential by equipping them with the skills and knowledge to succeed in a changing world.

It is our aim that girls here will be happy, independent and ambitious students who enjoy learning and who are able to make a positive impact on their world.

We encourage them in their social, personal, moral and spiritual development and we foster a sense of community through a friendly and caring environment.

These aims are underpinned by a commitment to their professional and personal roles as young women connected to a global society, and by a strong awareness of their unique founding cultural heritage and traditions.

### **Person Specification**

- An outstanding English teacher with excellent subject knowledge.
- Evident commitment to the achievement of students in curricular activities
- Clear vision about the part played by enrichment in education
- Excellent awareness and understanding of whole school issues
- Exceptional organisational skills
- Excellent IT skills
- Proven ability to work well independently and show successful initiative
- Success at working in teams
- Exceptional communication skills both orally and in writing
- A creative and successful track record of problem solving
- Excellent relationships with staff, students and parents
- Experience of participating in and leading trips will be an advantage

### **About this Post**

We are seeking to appoint a lively, well-qualified English teacher to join a committed team in an active, busy and successful department. The post would suit either an experienced teacher looking for a new challenge or an ambitious newly qualified teacher. The ability to teach Drama would be an advantage.

### **About the Department**

#### **Curricular Responsibilities**

The English department teaches English throughout the first five years of the school, with English Literature taught as an A level subject choice and a compulsory part of the IB Diploma. There is a strong focus on literature at all levels. At Key Stage 3 all classes have a timetabled lesson in the library, which has an excellent selection of modern and classic texts. Book clubs for all Year groups are run at lunchtimes to provide extra opportunities.

In the GCSE years all girls take examinations in both English and English Literature, and the department follows the Edexcel IGCSE for both. The girls are taught in mixed ability groups, although the very able make up a significant proportion of our intake. In the Sixth Form we currently follow the OCR syllabus and this runs alongside the IB Diploma.

There is a varied range of extra-curricular activities, ranging from public speaking and debating to the creative writing club "Writers Den". The department collates and edits the school newspaper "Daisychain" and also works closely with the Drama Department on extra-curricular activities such as school trips and productions.

#### **Books and Resources**

The Department has a wide range of books available, enabling various and flexible teaching throughout the first three years and a large choice of set texts for GCSE. Sixth Form studies are well supported by up-to-date editions. Staff are provided with iPads and Years 7 - 12 have their own iPads in lessons.

## Rooms and other Equipment

The Department has four spacious and dedicated rooms for the teaching of English equipped with IT facilities. A departmental office, with five on-line computers, is available for marking and preparation. The Performing Arts Centre has a green room, making this an excellent unit for workshop and smaller-scale productions. The nearby Lecture Theatre is also used for Year 7-9 drama lessons.

The Department has a consistently excellent record of results and a varied extra curricular programme. The Department handbook is available on the school network and contains schemes of work for all stages, department codes of conduct and staff responsibilities.

## GCSE English Language Results

	9	8	7	6	5	4	3
2019	23	25	18	23	7	2	2

## GCSE English Literature Results

	9	8	7	6	5	4	3
2019	32	15	21	18	11	1	1

## A level English Results %

	A*	A	B	C	D	E
2019	33	50	17			

## IB Results %

	7H	7S	6H	6S	5H	5S	4H	4S
2019		11	17	33	5	5	11	17

## Particular duties of all subject teachers at Redmaids' High School include:

- Maximise the learning opportunities for each student by employing a variety of teaching and learning approaches, and setting and marking work regularly.
- Differentiate teaching according to the special educational needs of students.
- Plan, prepare in advance and keep records of lessons and schemes of work.
- Contribute to the development of the department by regular attendance at departmental meetings; contribute to and adhere to the schemes of work of the department; provide and use relevant lesson plans and accept advice and instruction from the Head of Department.
- Record student attendance and absence in every lesson.
- Fulfil the established assessment, recording, profiling and reporting systems of the school.
- Take part in the arrangements made by the school for the appraisal of all staff.
- Take part in arrangements for further training and professional development as required
- Maintain good order and discipline among all students of the school, safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- Make use of the school Rewards and Sanctions Policies
- Liaise with the Form Tutor, Pastoral Head and Head of Department as appropriate over any students causing concern, using the green Academic Concern slips
- Prepare students for public examinations; record and report such assessments; participate in arrangements for supervision during such examinations.
- Arrive promptly for the school day and for lessons.

- Give early notice to the Headmistress in the case of unavoidable absence through sickness or other causes and indicate work for classes to follow. Mark such work on return.
- Undertake supervision duties in accordance with the rotas published in school.
- It is the expectation that all subject teachers will also act as form tutors or assistant form tutors.
- Safeguard and promote the welfare of all students in and visiting the school.
- Carry out any other reasonable duties associated with the role, as requested by the Headmistress.

Redmaids' High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. In accordance with our Child Protection Policy we are unable to process applications without a fully completed application form. The post is exempt from the Rehabilitation of Offenders Act 1974. All convictions, cautions and bind-overs, including those regarded as 'spent' must be declared when applying. The applicant may post such a declaration in an envelope marked 'Private & Confidential for the Headmistress only'. The successful applicant must obtain List 99 clearance and CRB clearance at enhanced level.

Application forms, should be accompanied by a covering letter addressed to the Headmistress, Mrs Isabel Tobias, and should be sent to Mrs Jenny Bell, Headmistress's PA, Redmaids' High School, Westbury Road, Westbury-on-Trym, Bristol, BS9 3AW, [jenny@redmaids.bristol.sch.uk](mailto:jenny@redmaids.bristol.sch.uk), no later than **9.00am on Friday 13 March**.