



Appointment of
Teacher of English

Full time, permanent to start on 29 August 2024
Information for Applicants

Letter from the Head

Dear applicant

Thank you very much for your interest in the position of Teacher of English here at Alleyn's. I am delighted that you are considering it and I hope to give you a sense of our school and why it is such a wonderful place to work! Our ROCCK values (Respect, Opportunity, Curiosity, Courage, Kindness) will also tell you what we are seeking to achieve here.

So, why Alleyn's? I started as Head here in January 2021, so I feel in a good position to help you answer that question, having asked it myself not that long ago! You'll know from the website, most of the key facts. We are an academic, co-educational through-school; (our Junior School is also on our site and we love the fact that many of our pupils learn here from 4–18). We are situated in an inspiring leafy part of SE London, on a beautiful and well-resourced site with the City of London twinkling enticingly on the horizon, just about four miles away.

As one of the three Dulwich Foundation Schools, Alleyn's is part of a historic foundation which has been educating young people for 400 years. Our namesake and founder, Edward Alleyn, was one of the great Elizabethan players and playful academic exploration and discovery is something we very much welcome here. I won't go into the less reputable activities he was famous for, but as well as acting, Edward Alleyn was also a philanthropist and a philosopher. His "College of God's gift" was established to change the lives of children – initially, "12 poor scholars". It is rather wonderful that the original 12, has grown into our large, thriving community of more than a thousand children. Alleyn's has been honouring the founder's legacy, as one of this country's leading co-educational schools, for generations.

We are very over-subscribed and entrance to the school is intensely competitive. Our pupils are gifted and ambitious and, unsurprisingly, they do extremely well in exams. We were 16th in the national league tables for GCSE results this year, for example. I can't pretend that we are not proud of our pupils' results, we are, of course, but they are a by-product of an Alleyn's education, not the reason for it. The 'outcomes' we most care about are the incredible young men and young women who leave us. They are engaging, grounded, passionate and interesting individuals, who cross the stage at graduation, aware of who they are and what they care about and very ready to go out into the world and make it better.

The really lovely staff/pupil relationships here are critical and they underpin all we do. The strength of the relationships was one of the things people told me about before I started at the school and the other thing was how delightful Alleyn's pupils are. And they were right on both counts! Our students are grounded, engaged and enormous fun; they wear their talents lightly, they support each other, they are often impassioned and keen to fight for important causes and they are (mostly!) very engaged by the adventure of learning. They also make us laugh a great deal (You can see lots of evidence of all of this in our latest ISI report, do have a look at the highlights online).

Pretty much all our pupils are involved in the co-curricular life of the school and in our partnership and outreach programmes. This matters to us and we do ask all our teaching staff to play an active part in the co-curricular and enrichment programmes partly because so much of the fun and friendship here stems from this. Equally, of course, most staff will play a role in the pastoral care and education which is delivered through Year Groups, School Sections and Houses. The Outreach programmes at Alleyn's are a big part of who we are and a critical part of an education here.

I hope this summary has been helpful and that you feel excited by this opportunity and keen to apply. If perhaps you are thinking that a historic, academically selective independent school might be a bit daunting or might not be the right place for you, can I urge you to reconsider this? We are emphatically not a 'one-size-fits-all' community and we take great pride and delight in individual differences and the successes these bring. And of course, our pupils benefit from seeing a varied team of adults working together successfully and happily as part of a diverse and inspiring team. If you join us, we hope that you will quickly feel part of the school community and we will warmly encourage you to make the most of the many opportunities for personal and professional development on offer.

I very much hope that you will be able to get a sense of the energy and fun at the heart of our school during this recruitment process. We are, of course, delighted to answer any additional questions you might have in making your application.

Finally, I do hope you still feel inclined to apply for this position! The informality, the warmth and the unpretentious approach at Alleyn's really is infectious and I hope you will feel it, as I did, the moment you walk through the doors. There is nothing entitled, stuffy or pompous about this school. And we very much hope that you will enjoy applying for a role here and getting to know us a little bit.

May I wish you the very best of luck.

Yours Faithfully



Mrs Jane Lunnon
The Head



The English Department

English at Alleyn's has a rich history, dating from our Founder's own prominent position as a leading light of the Elizabethan theatre, both as an actor and theatre owner.

In the 1950s and 1960s, the English Department was led by the novelist Edward Upward and the department was closely involved in setting up the National Youth Theatre.

The successful applicant will contribute to a large, well-established academic department of specialist, enthusiastic and committed English teachers.

Two of the teachers share the role of Second-in-Department, with responsibilities for Key Stages 3 and 5 respectively, and there is also a technician (shared with another department) who supports us.

Members of the Department play an important role in the pastoral life of the School as Form Tutors, in the organisation of departmental clubs and activities and in the co-curricular life of the School in general.

The Head of Department actively supports teachers in these whole-school responsibilities.

The exam results at A level are among the best in the School and a large number of students studying English at A level go on to study the subject at university, including some each year who apply to Oxbridge.

Curriculum Offered

We are committed to enabling pupils to become independent and enthusiastic critical readers and speakers through the study of a stretching and wide-ranging curriculum.

We provide our pupils with opportunities to develop a passionate understanding and appreciation of the English language, introducing them to a range of diverse texts. We aim to foster a life-long love of the subject in all its forms, from critical analysis to creative expression.

Pupils are taught in form groups in the Lower School (Years 7 and 8) and mixed form teaching groups in all other years.

This year's Year 10 have moved to CAIE IGCSE specifications for both English Literature (0992) and English Language (0990), which will be first examined in 2025. Two teachers take each set and students enjoy eleven periods of English across the two-week timetable.

English Literature is a popular subject at A-Level with around four teaching groups in each year group (approximately 45 students in each year). We follow the OCR English Literature A level syllabus in Years 12 and 13. Two teachers take each set and students enjoy twelve periods of English in Year 12 across the two-week timetable, and 14 periods in Year 13.

A large proportion of our students go on to read English at leading universities.

The Department also offers the OCR English Language AS Level as a two-year course enabling students to adopt the pathway of three full A levels plus one AS Level. This course is very popular with the students who frequently cite it as their favourite subject.

Additionally, the English Department is actively involved in extending and enriching the learning experience of our pupils beyond the classroom. We offer reading groups, extension lessons, university preparation, regular theatre trips, visits from writers and poets, creative writing, debating and a Literary Society, amongst other enrichment initiatives.



Facilities and Resources

The Department is extremely well-equipped and resourced with books as well as a large DVD and eStream library.

All classrooms have Clevertouch interactive screens.

We have a departmental office and a suite of teaching rooms on the second floor of the main school building.

There are also excellent drama spaces available to supplement work in English, although Drama itself is timetabled as a separate subject.

All pupils bring their laptops to lessons and the department uses OneNote and Teams as standard as well as, of course (!), books, pens and paper as appropriate.

Our Values (the Alleyn's ROCCCK!)

Respect
Opportunity
Curiosity
Courage
Kindness

About the Role

Post Outline

Alleyn's are seeking to appoint a full-time teacher of English from Thursday 29 August 2024.

We have our own competitive salary scale and accommodation may be available.

This post could suit either an experienced teacher, someone early in their career (e.g. an ECT) or possibly an aspiring teacher wanting to enter the profession (we have a full training and induction programme in place).

Above all, we are looking for someone who is enthusiastic and well-qualified, with a real love for English and an ability to convey this to pupils, as well as a natural empathy and pastoral instinct. The ability to motivate and inspire (both students and teachers) is vital, as is being able to work as part of a strong team.

The ideal candidate will be a committed and dynamic person who will:

- contribute to the high-quality teaching and assessment of English across ability ranges, up to and including A level;
- work closely with the department to develop English as a subject within the school;
- contribute to the department's co-curricular activities and participate in the wider school programme of co-curricular activities.
- the ability and/or interest in teaching an additional subject at KS3 would also be of interest.



Core responsibilities common to all teachers at Alleyn's

All teachers at Alleyn's are expected to:

- promote and protect children's welfare in all aspects of their contribution to school life, demonstrating a clear understanding of all aspects of safeguarding and Keeping Children Safe in Education (KCSIE);
- establish a safe and stimulating classroom environment, rooted in mutual respect;
- demonstrate consistently positive attitudes, values and behaviours and encourage pupils to take a responsible and conscientious attitude to their own work and study;
- demonstrate and employ good subject knowledge, and become fully acquainted with the appropriate specifications and schemes of work;
- keep abreast of developments in their subject(s);
- plan and teach well-structured lessons; imparting knowledge and developing understanding through effective use of lesson time;
- promote a love of learning, intellectual curiosity, good progress and outcomes by pupils;
- reflect systematically on the effectiveness of lessons and approaches to teaching;
- adapt teaching to respond to the strengths and needs of all pupils;
- set homework and plan other out-of-class activities that consolidate and extend the knowledge and understanding pupils have acquired;
- have a clear understanding of the needs of pupils with special educational needs, those of high ability, those with English as an additional language, those with disabilities, and use a range of approaches that are conducive to successful engagement and learning for all;
- make appropriate and consistent use of rewards and sanctions in line with school policies;
- give pupils regular feedback, both orally and through marking work regularly (in accordance with departmental guidelines), and encourage pupils to respond to the feedback;
- make accurate and productive use of formative and summative assessment, keep appropriate academic records, and use relevant data to monitor progress, set targets and plan subsequent lessons;
- contribute to the design and provision of an engaging curriculum within the subject;
- be ICT literate and have experience of using appropriate software in the classroom to enhance teaching and learning;
- take a proportional share of responsibilities for departmental activities (e.g. trips, societies, the departmental area of the learning platform, university admission etc.), new initiatives and provision and maintenance of resources (e.g. the writing and updating of schemes of work, the display of pupils' work, etc); and
- contribute to the extension and enrichment activities of the department.



Other Responsibilities

- to support the School's vision and values;
- to support the holistic development of pupils by contributing to and supporting the pastoral work and wider school programme of co-curricular activities;
- to promote good and courteous behaviour both in classrooms and around the school;
- to work positively to develop effective professional relationships with both teaching and support staff colleagues across the school;
- to make arrangements to attend all relevant meetings and evenings as published in the School calendar;
- to engage positively in professional development opportunities;
- to have proper and professional regard for the ethos, policies and practices at Alleyn's, as written in the Staff Handbook and School Policies; and
- to carry out any other task at the reasonable request of the Head.

Person Specification

Alleyn's seeks to appoint teachers who will have the following qualities, or the potential to develop them:

- the energy, dynamism and stamina to contribute fully to the life of a busy co-educational independent London day school;
- profound and continuing interest in the academic subject(s) to be taught;
- empathy with pupils across the age and ability spectrum;
- the depth of knowledge and agility of mind to allow flexibility in lessons, adapting delivery as appropriate in the light of pupils' responses;
- the capacity to understand and deal professionally and sensitively with pastoral problems raised by pupils;
- the ability to create effective rapport and a sound relationship with pupils, earning their respect and trust but maintaining proper professional boundaries;
- the ability to create effective rapport and sound relationships with parents and colleagues; and
- a willingness to contribute to the extensive range of activities provided for pupils outside the classroom including departmental extension and enrichment activities, and whole-school co-curricular activities;
- a confidence in communicating on a personal or public scale in a variety of ways.



How to Apply

The application form can be downloaded from our website, www.alleyns.org.uk/jobs.

Candidates should complete all sections of the form and submit it together with a completed Equal Opportunities Monitoring Form, full CV and covering letter.

Please address your covering letter to the Head, Mrs Jane Lunnon, and explain in your letter **why you are interested in this particular position at Alleyn's and why you think it would suit you at this time in your career.**

All documents should be emailed to jobs@alleyns.org.uk.

Alternatively, they can be posted to Mrs Jane Lunnon, Head, Alleyn's School, Townley Road, London SE22 8SU

The deadline for applications is **midday on Tuesday 19 March 2024.**

If you have any questions, please contact the Personnel Administrator by email at jobs@alleyns.org.uk or by phone on 020 8613 5016.

Interviews and Appointment

Interviews are planned for **Tuesday 26 March 2024**, and further details will be sent to invited applicants who will also be asked to plan and teach a lesson.

Please note that references will be taken up before the interviews but we will contact you first to seek your permission for us to contact your referees.

Suitable candidates may be interviewed before the closing date, and we reserve the right to withdraw the position if an early appointment is made.

Safeguarding Checks

Alleyn's School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

Equal Opportunities

As an Equal Opportunities employer we welcome applications from all applicants who meet the requirements for the position. However we are especially keen to receive applications from those in minority groups for which the School is currently underrepresented. We celebrate diversity and thrive on the benefits it brings.

