

APPOINTMENT OF:
**TEACHER OF
ENGLISH**

*Completed applications should be returned to
recruitment.academic@johnlyon.org
Please be aware that CVs alone will not be
accepted.*



ABOUT JOHN LYON

John Lyon is an academically selective independent day school, based in Harrow-on-the-Hill in North West London. Having educated boys from Harrow and surrounding areas since 1876, John Lyon will welcome its first girls as pupils from September 2021. The School is also moving from being a senior school to an all-through 2½ -18 school with nursery, thanks to a 2020 coming together with Quainton Hall School in central Harrow.

Academic excellence is at the very heart of what pupils who study here seek to achieve. Pupils' academic standards and personal development were both rated the highest possible 'excellent' in our recent school inspection.

“Pupils recognise and appreciate that staff have high expectations and allow them sufficient independence to develop self-control and self-motivation.”

ISI Inspection Report, January 2020

With the opportunity to explore this broad curriculum and gain a solid grounding in all the major academic subjects, pupils work alongside dedicated teachers to develop learning skills, creativity and the ability to fully apply themselves in all areas of life. They perform well from the point they join and go on to achieve excellent results in public examinations at GCSE and A-Level. Most pupils are rewarded for their hard work by gaining places at leading UK universities, before moving on into the workplace in a huge and varied range of valued professions.

John Lyon pupils also gain from their time outside the classroom. The School has a strong reputation for opportunities and success in Music, Art, Drama and Sport. Add to this an exciting co-curricular programme focusing on a sense of community, achievement and wellbeing, a range of more than 100 extra-curricular activities, and pastoral care that is second to none, a John Lyon education is designed to nurture high-achieving and happy children.

The School campus is spread across six buildings in Harrow-on-the-Hill and is part of John Lyon's Foundation. As a result, John Lyon regularly collaborates on pupil projects from Harrow School and the Harrow International Schools. At John Lyon, we have a clear set of values that are vital to our community. These values shape who we are, what we do and how we do it:



THE COMMON ROOM

John Lyon has a very friendly and diverse Common Room with a mix of colleagues living locally, in London and as far afield as Hertford, Bucks, Berkshire, Essex and Surrey. Many academic staff join the School straight from university whilst more experienced staff have taught in either independent schools, state Schools or both. The Common Room runs a termly programme of wellbeing activities which is well supported by academic and support staff. This includes theatre trips, celebratory meals, yoga, charity quiz nights and fixtures in archery, football, cricket, hockey and golf.

“The school community transcends cultural difference and exudes an ethos of inclusivity through natural acceptance.”

ISI Inspection Report, January 2020



THE DEPARTMENT

The English department comprises 7 teachers, including the Head of Department. It is a successful and supportive department with members having a variety of teaching backgrounds and interests.

English teachers deliver a rigorous and diverse curriculum throughout Years 7 to Sixth Form. The emphasis is on stretch and challenge, with a wide variety of texts being taught and a strong focus on high standards of literacy. The department currently teaches Edexcel IGCSE for both Literature and Language and we teach the OCR course for A-Level English Literature. All pupils take English Language and Literature IGCSE and very pleasing numbers of students go on to study English Literature in the Sixth Form. The department's results at A-Level in recent years have been strong. Generally, a third of the year attain A or A*



“Pupils show a strong aptitude for reading and write effectively for a wide range of purposes.”

ISI Inspection Report, January 2020



at this level. At IGCSE we have a record of attainment of A*-A or 9-7 running at approximately 75% over the last 4 years.

The November 2019 ISI inspection report noted that 'Pupils show a strong aptitude for reading and write effectively for a wide range of purposes.' The department keeps abreast of research-led developments in pedagogy which informs the approach to the syllabus. The department is committed to offering a substantial range of competitions and extra-curricular activities for all year groups. For example, there is a thriving Debating Society which operates at senior and junior levels. The department enters students for the major University Competitions in the Senior Debating Club, and the Juniors take part in the North London Junior Debating League. Co-curricular timetabling allows for Debating to receive class-time each week. The department has well-equipped teaching spaces and its own departmental office at the heart

of the School. All academic staff are issued with a high specification hybrid device which can be used as a tablet or laptop and which connects wirelessly to classroom projectors. The department enjoys both traditional and innovative digital learning methods and benefits from excellent relationships with the school librarians and the extremely well-resourced School Library.

“ A culture where mathematical prowess is celebrated and revered. ”

ISI Inspection Report, January 2020

RESPONSIBILITIES

A Teacher of English reports to the Head of Department and is specifically responsible for the learning and teaching of English, ensuring that each pupil is positively challenged and encouraged to develop their potential to the full.

SPECIFIC RESPONSIBILITIES

- Planning and teaching lessons to the curriculum;
- Ensuring that assessment is both regular and thorough and that full records of pupils are kept;
- Undertaking development and training in the department and the school;
- Attending regular departmental meetings, and other meetings as appropriate with the Head of Department and other senior colleagues;
- Attending NQT meetings if appropriate;
- Cooperating with other Departments in the School;
- Cooperating with Department members;
- Liaising with Heads of Year and the Head of Department in matters concerned with pupil discipline and behaviour;
- Ensuring Health and Safety and Child Protection guidelines are followed;
- Creating and maintaining a stimulating environment in departmental rooms;
- Implementing all School policies, and all Departmental policies;
- Contributing to the spiritual, moral, social and cultural development of pupils;
- Completing any other duties that may be reasonably asked by the Head of Department.

ADDITIONAL SPECIFIC RESPONSIBILITIES

- Participating in and assisting with the organisation of trips and activities to enhance the learning of pupils within the School;
- To be available as a tutor to an assigned tutor group and to carry out related duties in accordance with the general job description of Form Tutor;
- To stimulate and sustain extra-curricular interest in their subject through clubs and competitions.



“Pupils achieve superb results in Sports, Performing and Creative Arts.”

ISI Inspection Report, January 2020



GENERAL DUTIES

- To embrace the School's Values and encourage pupils to develop them;
- To carry out a share of supervisory duties and detentions in accordance with published schedules;
- To participate in appropriate meetings with colleagues and parents;
- To contribute to the PSCHE programme when required;
- To attend whole School events e.g. Open Days, Speech Day etc;
- To provide cover and examination assistance as required;
- All staff are required to contribute to the School's Extra-Curricular and Co-Curricular programmes.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the grade of the post. The job description may also be amended to take account of changed circumstances, and employees will be consulted if this is necessary.

PERSON SPECIFICATION FOR ALL TEACHING APPOINTMENTS

In making an appointment at the John Lyon School we look for the person who, at interview and by virtue of their qualifications, best demonstrates that he/she:

- is suitably qualified for the responsibilities of the post;
- has good interpersonal and communication skills with pupils and colleagues;
- has good listening skills and respect for all pupils;
- has the ability to form relationships and to motivate pupils;
- has the ability to generate enthusiasm for the work of the department;
- can demonstrate high standards in the necessary professional competencies required of teachers:
 - subject knowledge and application;
 - classroom management;
 - assessment, recording and reporting students' progress;
 - teaching effectively throughout age and ability range;
- has confidence to contribute their own ideas and initiatives to the philosophy of the School;
- is willing to be involved in the wider activities of the School;
- has a practical understanding of administrative demands;
- has a commitment to personal and professional development.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, will be to



adhere to and ensure compliance with the School's Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, they must report any concerns to the School's Designated Safeguarding Lead.

This position is subject to an ENHANCED DBS certificate in the event of a successful application. Copies of the School's Code of Practice and Policy on the Recruitment of Ex-Offenders are available from the Personnel Department

In accordance with the Health and Safety at Work Act 1974 all employees have a duty to look after their own and others' health and safety. John Lyon is an Equal Opportunity Employer.

SCHOOL BENEFITS



Continued Membership
of the Teachers'
Pension Scheme



Competitive salary,
above that of the
maintained sector



Surface Book for
every member of
teaching staff



Use of the School's
Sports Centre
(including swimming pool)
at designated times



Commitment to
professional
development



Discount
membership to
Harrow School's
Golf Club



Fees remission for
children of staff



Complimentary
lunch during
term-time



Cycle to
Work Scheme



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recruitment.academic@johnlyon.org

www.johnlyon.org

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