



## **PART-TIME TEACHER OF ENGLISH TO COVER MATERNITY LEAVE REQUIRED FROM SEPTEMBER 2025**

### **The School**

St Gabriel's is a co-educational independent day school founded in 1929, which incorporates St Gabriel's Nursery, our EYFS provision. Situated in 33 acres of beautiful parkland, landscaped by Capability Brown, the school has evolved and developed over its 90-year history to provide a wonderful learning environment for children aged 6 months to 18 years.

St Gabriel's pupils thrive through strong, effective pastoral support; our broad curriculum and range of activities afford each pupil the opportunity to enjoy success according to their particular talents. St Gabriel's is no ordinary school; parents are always impressed by the sense of purpose and enthusiasm of the talented, committed staff and the confidence of the extremely happy pupils. We fuel our pupils' intellectual curiosity and broaden their horizons, developing their confidence and self-belief and ultimately ensuring that they achieve their academic potential.

Our passionate staff deliver inspirational teaching and exceptional pastoral care creating a relaxed and friendly environment for learning. Pupils are provided with opportunities to develop their confidence, talents and potential, enabling them to achieve high levels of success and readiness for the future.

### **The Post**

This forward thinking School now wishes to appoint a part-time (0.6) Teacher of English to cover maternity leave, who is responsible to the Head of English for encouraging the enthusiastic study of English throughout the Senior School. We are seeking an exciting, vibrant teacher who will promote the highest of standards by all pupils.

### **Key Tasks**

#### **Teaching and Learning**

- To teach KS3, GCSE and A level English as appropriate, or as required by the Head of English or Principal.
- To prepare and provide classroom activities appropriate to each year group.
- To prepare, set and mark class work or homework as appropriate for girls in accordance with the School's Assessment for Learning Policy.
- To set, mark and analyse internal examinations and tests as necessary.
- To monitor standards of achievement, ensuring that assessment is regular, informative and in accordance with the School's Assessment for Learning Policy.
- To attend parents' evenings and communicate with parents whenever necessary throughout the year.
- The teacher of English will keep up to date with curriculum development and teaching techniques.
- To help to produce, implement and review the department's schemes of work in order to provide a well-coordinated and differentiated programme of study.

- To arrange, or assist in the arrangement of regular extra-curricular visits to theatres or clubs that support teaching and learning and promote further the study and enjoyment of English at St Gabriel's.
- To accompany pupils on extra-curricular visits, clubs or workshops as required by the Principal and Head of English.

### **Pastoral Care & Welfare of Pupils**

Pastoral care at St Gabriel's supports the learning, behaviour and welfare of all our pupils. The pupils in our care are individuals and we recognise that each and every pupil arrives at the school with potential and must be able to succeed in our environment. Each pupil and their parents are therefore entitled to and receive specific, focused support, which is adapted at every stage of their development according to their needs.

St Gabriel's aims to sustain excellent standards of pastoral care. The school is committed to the ongoing support of existing staff through a variety of INSET on important issues relating to the welfare of children and to the training and support of new staff through its programme of Induction.

We promote moral and spiritual values through the quality of relationships between pupils and between pupils and staff; its commitment to the care of others remains paramount to the ethos of the school.

Staff play an important role as Form Teachers within a strong pastoral framework. Other responsibilities include supervision duties as required by the Vice-Principal, attendance at and preparation of School events such as Open Morning, Speech Day and Carol Service, and other such events as the Principal may reasonably require.

### **Salary**

St Gabriel's has its own generous salary scales and the APTIS Superannuation Scheme applies.

### **Method of Application**

Please apply by completing an Application Form to [camilla@stgabriels.co.uk](mailto:camilla@stgabriels.co.uk). Applications should arrive by 9am on Friday, 25 April.

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 school's Child Protection (Safeguarding) Policy & Safeguarding Guidance 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, s/he must report any concerns to the school's Designated Safeguarding Lead or to the Principal.