

Application Pack

Teacher of English



**Ashton Community
Science College**

A SCHOOL TO BE PROUD OF

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Mrs J Hoyle

Headteacher

At Ashton, we are incredibly proud of our school and its successes. We make no secret of striving for excellence in every aspect of school life for all our students. Our school motto declares that we are “A School to be Proud of” and this underpins our ethos.

We provide a unique way to give students the opportunities to learn they deserve from 11 to 16, and to equip them with the attitudes, skills and knowledge that they will need to lead successful lives. We want our students to have ambition and aspirations, to stretch themselves and to reach further than they ever thought possible, we have a student-centred approach to all that we do, which ensures that students are placed at the very heart of the decisions we make and the actions we take.

We expect all our students to succeed both academically and socially and we support them in this journey so that they can take their place in adult life well prepared.

We place particular emphasis on members of the school community being part of the school family. With over 800 students on roll, we are relatively small, which allows us to get to know our students very well, to focus on their individual needs and work in real partnership with parents and carers.



Our Vision

At Ashton, we are resolute in wanting the best for every child. We hold high standards and expectations for all, from all, underpinned by a no-excuses mindset. We believe that every student deserves to feel valued, supported, and inspired to attend school and engage with what is offered every day.

We aim to create a supportive and challenging environment where every individual can aspire, enjoy, and achieve. We are committed to fostering a culture where students want to be present—where attendance is not only expected but encouraged through meaningful relationships, engaging learning experiences, and recognition of effort and success.

Our staff lead by example, demonstrating passion for their subjects and dedication to the school community. We support this with high-quality professional development which ensures all our staff stay at the forefront of research informed practice.

We are a “School to be proud of,” and our ethos—built around creating an acronym from the word PROUD—reflects our belief that every member of our school family plays a vital role in our collective success. We work closely with parents, carers, and families to ensure that the interests of the child are at the heart of everything we do. PROUD gives us a strong set of values and lays a solid foundation for life as well as school.

P- Punctual

R-Responsible

O-Organised

U-Uniform

D-Determined

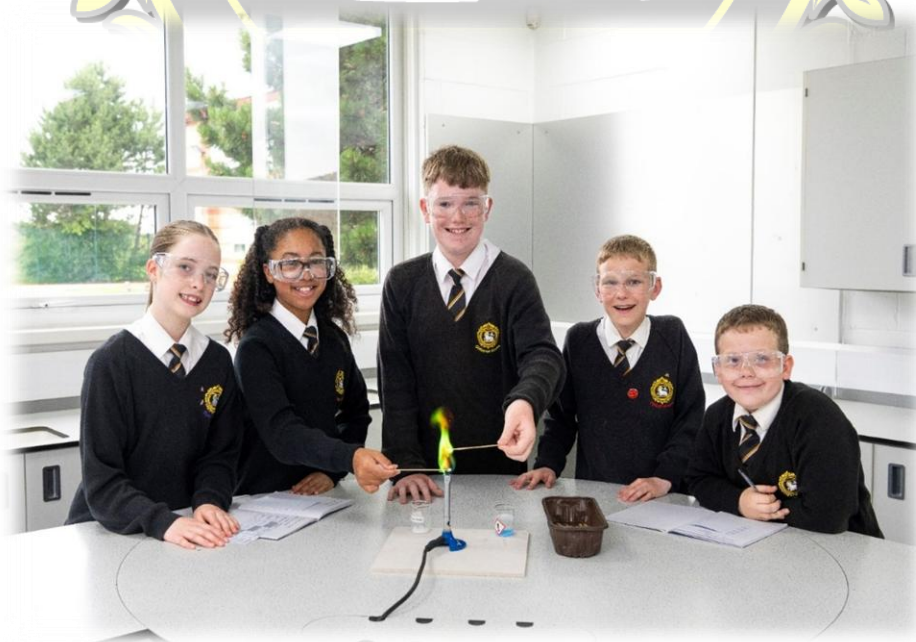


Our Values

We are developing students who understand their responsibilities within the school, local, and wider communities, and who are motivated to make a positive contribution. Our PROUD ethos provides a moral compass for both students and staff:

To help this we have developed the following guiding principles to achieve our vision-

- Our environment must be inclusive. Students must feel safe, supported and motivated to attend. This is our number one priority.
- We work in close partnership with parents, carers, and families.
- We insist on mutual respect and the highest standards of behaviour.
- We have a relentless pursuit of excellence in teaching and learning.
- We offer a rich curriculum and a wide range of extra-curricular opportunities.
- We celebrate attendance, effort, and achievement to build confidence and pride.
- We believe in continuous improvement for both staff and students.
- We value examination performance and personal growth equally.
- We promote collaboration and teamwork at every level.
- We believe raising capability is the key to future success.



How to apply

To apply for the position at Ashton Community Science College, you would:

Go to our "Job Vacancies" page and download the appropriate application form (there are separate forms for teaching and non-teaching (support) roles.)

Complete the form carefully, following any guidance notes included, and make sure any required background-checks documentation (e.g. DBS, right-to-work) is prepared.

Submit your completed application electronically, (via an email address provided in the vacancy posting). If included, attach any additional documents requested (such as a cover letter, references or evidence of qualifications).

POINTS TO BEAR IN MIND BEFORE YOU START

- Look carefully at the job description and application form. Ask yourself why you are interested in the job. Don't copy the same application for a series of jobs.
- Read the Person Specification carefully. This outlines the type and range of skills/experience etc. that we would like the candidate to possess or have the potential to develop.
- Try to complete the form in a concise, well organised and positive way.
- Please use the application form provided, continuing on a separate sheet if necessary. Please do not send standard details of your own, i.e. in the form of a curriculum vitae, unless specified in the advertisement.
- Please remember to complete the Monitoring Job Applicants Form as this is essential for the County Council to determine whether its Equal Opportunities Policy is working with regards to employment.

About the role

“Ashton Community Science College is a Good School”. (Ofsted 2023)

We are seeking to appoint an outstanding teacher of English who will:

- Be an excellent classroom practitioner
- Be ambitious to raise attainment and achieve positive outcomes for all students
- Have a strong commitment to engaging students of all abilities
- Be innovative and inspirational in their classroom delivery
- Have a strong desire to contribute to the extra-curricular life of the school

This is an exciting time to join our school community. We are a close school family and each of us works hard to make Ashton an incredible place to work. Under the current leadership, the English department have worked collaboratively to embed an enriching, well-sequenced, five-year curriculum that develops and consolidates the key concepts and skills over time. As a result, English have demonstrated success in securing positive outcomes for pupils. If you are successful in your application, you will be joining a department that is well placed for continued success.

The English department consists of seven staff members, including the Head of English and the Second in Department. Each member of the team brings a wealth of experience while remaining open to fresh ideas and engaging in reflective practice. Teachers benefit from bright, modern, well-equipped classrooms. Additionally, the department has access to a class set of iPads, enhancing the use of up-to-date digital technology in lessons. The department staff collaborate closely, continually reflecting on their practice and offering each other support both formally and informally. They are forward-thinking, innovative, and embrace change and new approaches.

We are seeking an English teacher to join this dedicated team: someone who shares their passion for enhancing student experiences and achieving outstanding outcomes for all.

As a teacher in our school family, you will be expected to maintain the high standards that have been established within the English department. As a classroom teacher, you should also be committed to



securing positive outcomes for the pupils that you teach, and you should possess the passion and desire to inspire learners and make a positive difference to the lives of young people.

We would welcome applications from classroom teachers who have an enthusiasm for their subject and want to make a positive impact on the lives of young people. They should have an interest in a wide range of teaching and learning approaches, be reflective and proactive in improving their own teaching practice and should enjoy working as part of a team.

If you believe that young people deserve nothing less than the best and you have the passion, drive and ambition to make a difference as a teacher in a key subject area, you would be a welcome addition to our school family. Start date: Easter or as soon as possible.

We are offering:

- Professional challenge and support as a member of our school family
- High-quality CPD opportunities
- Friendly, committed staff and students
- A well-resourced department

Application documents are available to download in the vacancies section of the school website <http://www.ashtoncsc.lancs.sch.uk/job-vacancies>

Should you choose to apply then please ensure that the application form is completed fully. A CV is not required.

Supporting statements should be no longer than 2 sides of A4, 12-point font, font style Century Gothic, and should address how your teaching style and approach would further raise standards and secure positive outcomes for all pupils.

Applications should be submitted electronically by **9am Wednesday 4th November 2026** to HR@ashtoncsc.com.

Please note we regret we are unable to contact individual applicants who may be unsuccessful at this time. **Interviews will be week of 9th November 2026.**

Job Description

Post:	Teacher of English
Reporting to:	Head of English Department
Responsible for:	The provision of a full learning experience and support for students
Working Hours:	195 days per year – Full time
Salary/Grade:	Teachers pay scale

Overview of Role

- To plan, implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students.
- To monitor and support the overall progress and development of students as a teacher/Form Tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

Main Core Duties – Teaching/Curriculum Development

Operational/strategic/planning

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and department.
- To contribute to the curriculum area and department's development plan and its implementation.
- To plan and prepare courses and lessons.
- To contribute to the whole school's planning activities.
- To deliver high-quality teaching and learning experiences.

Curriculum provision

- To assist the Head of Department to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.

Curriculum development

- To assist in the process of curriculum development and changes to as to ensure the continued relevance to the needs of students, examining awarding bodies and the school's aims and strategic objectives.

Staff

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in the relevant areas including subject knowledge and teaching methods.



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- To engage actively in the Appraisal process.
- To ensure the effective/efficient deployment of classroom support.
- To work as a member of a designated team and to contribute positively to effective working relations within the school.

Quality Assurance

- To help to implement school quality procedures and to adhere to those.
- To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.
- To review appropriately, methods of teaching and programmes of work.
- To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

Management Information

- To maintain appropriate records and to provide relevant, accurate and up-to-date information for SIMS, Synergy, on-line reporting etc.
- To complete the relevant documentation to assist in the tracking of students.
- To track student progress and use information to inform teaching and learning.

Communication and Marketing

- To communicate effectively with the parents of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.
- To take part in publicity and liaison activities such as Open Evenings, Parents Evenings, Celebration events and liaison events with partner schools.
- To contribute to the development of effective subject links with external agencies.

Management of resources

- To contribute to the process of the ordering and allocation of equipment and materials.
- To assist the head of department to identify resource needs and to contribute to the efficient/effective use of physical resources.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students.

Students

- To be a Form Tutor to an assigned group of students.
- To promote the general progress and well-being of individual students and of the Form Tutor Group as a whole.
- To ensure the implementation of the school's Pastoral System.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required.
- To contribute to the preparation of Action Plans and other reports.

- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To apply the behaviour management and rewards systems so that effective learning can take place.

Teaching

- To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and the school's specialism are reflected in the teaching/learning experience of students.
- To undertake a designated programme of teaching as directed by the Headteacher.
- To ensure a high-quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.
- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.
- To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, departmental and school procedures.
- To mark, grade and give written/verbal and diagnostic feedback as required.

Other Specific Duties

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- To support the school in meeting its legal requirements for worship.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- Commitment to safeguarding and protecting the welfare of children and young people.
- To comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.
- To undertake any other duty as specified by STPCB not mentioned in the above.
- To maintain the highest level of professionalism at all times.



While every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

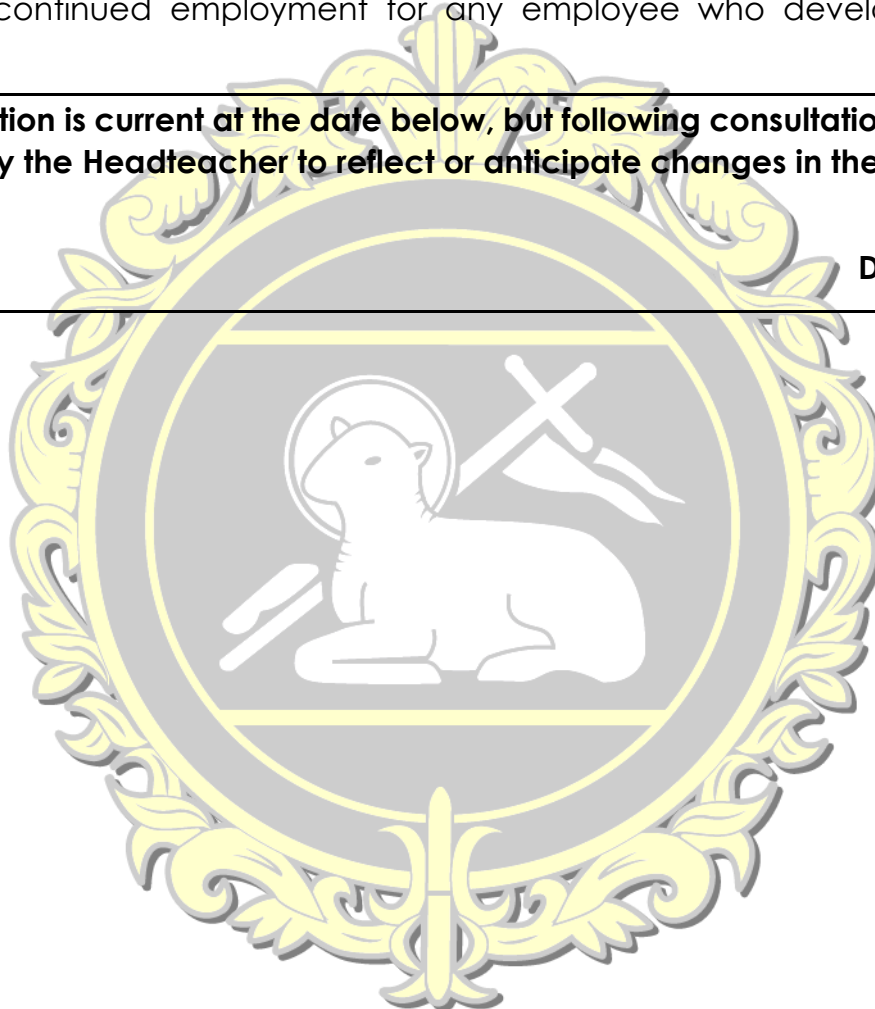
Employees will be expected to comply with any reasonable request from a Leader or Manager to undertake work of a similar level that is not specified in this Job Description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below, but following consultation with you, may be amended by the Headteacher to reflect or anticipate changes in the job or needs of the school.

Date: 12/10/2026



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Personal Specification

Personal Attributes required (on the basis of the job description)	Essential (E) or Desirable (D)	To be identified by: (eg application form, interview, reference etc)
Qualifications and Experience • Good honours degree in relevant subject. • Qualified Teacher Status. • Masters degree or similar. • Experience of delivering consistently good to outstanding lessons to students of all ages and abilities. • Proven success of raising student achievement and ensuring students make good or better progress within subject area. • A confident use of data to inform intervention in terms of teaching and learning to raise achievement. • Experience of implementing behaviour management strategies consistently and effectively. • Experience of supporting students of all ages and abilities to make excellent progress and achieve impressive examination outcomes. • In-depth and up to date knowledge of the curriculum area and experience of delivering imaginative and stimulating lessons. • Willingness to assist in the planning of and participate in educational visits. • Excellent record of exam results. • Experience in more than one school. • Experience of having designed, implemented and evaluated effective, imaginative and stimulating Schemes of Work.	E E D E E E E E E E D D D	A A A A/I/R A/I/R A/I/R A/I/R A/I/ A/I/ I A/I A/I
Knowledge, Skills and Competencies • Excellent classroom practitioner. • Ability to devise new resources for learning. • Clear ideas and strategies for raising pupil attainment and achievement.	E E E	A/I A/I A/I

- Knowledge of curriculum developments. - The ability to take personal responsibility, a readiness to reflect and self-evaluate and the ability to change, improve and develop. - Ability to teach English to GCSE level. - Has undertaken additional training to enhance subject delivery in the classroom.	E E E D	A/I A/I A/I/R A/I
Continuous Professional Development - Evidence of commitment to CPD, personal and departmental. - Experience of leading CPD.	E D	A/I A/I
Philosophy and Commitment - Vision aligned with ACSC of high aspirations and high expectations of self and others. - An understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour and a commitment to relentlessly implementing these strategies. - A commitment to the responsibility to safeguard and promote the welfare of all students.	E E E	A/I A/I A/I
Personal Qualities - Excellent communicator. - Good team member. - Drive and determination. - Commitment to contribute to the wider life of the school and the community. - Sense of humour. - Resilience. - Ambition. - Integrity.	E E E E E E E E	A/I/R A/I/R A/I/R A/I A/I A/I A/I A/I